J

O

B

D

E

S

C

R

I

P

T

I

O

N



***“Our vision is to provide safe, high quality seamless service delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust Values”***

|  |  |
| --- | --- |
| **JOB DETAILS** | |
| **Job Title** | Junior Community Physiotherapist |
| **Reports to** | Clinical Lead Physiotherapist |
| **Band** | 5 |
| **Department/Directorate** | Community Services |

|  |  |
| --- | --- |
| **JOB PURPOSE** | |
| The post holder is responsible for providing physiotherapy assessment, diagnosis & treatment; and education & advice to patients, carers and members of the multidisciplinary team. There will be liaison with family, carers and external agencies to ensure safe and effective discharge of patients from the acute trust and/or appropriate transfer of care.  This is a developmental post as part of a rotational scheme, supported by experienced specialist physiotherapists. Rotational specialities may include: general, acute or respiratory medicine, healthcare for older people, intensive care & paediatrics, surgery, amputee rehabilitation, trauma & orthopaedics, outpatients, neurology, acute stroke, neuro-rehabilitation and community based rehabilitation across Exeter, East and Mid Devon.  The specific caseloads will be flexible across community, in-patient and out-patient clinical areas within the Trust. This will include ward based work, clinics, patients’ homes / other residential settings. The post is based across the relevant community sites and acute hospital sites of Wonford and Heavitree and driving is essential. The post also holds a requirement to participate in the ‘on-call’ service and will include regular weekend and bank holiday commitments across seven days which maybe required as overtime. | |
| **KEY WORKING RELATIONSHIPS** |  |
| To establish effective communications amongst all staff within the service thus creating  conditions conductive to good patient care.  **To work collaboratively with:**   * Physiotherapy & Occupational therapy teams– acute and community * Head of Therapy Services * Clerical Staff * Community Services Manager, Service Lead or Team Lead * Community equipment store * Complex Care Teams * Consultants and other medical staff * GPs and other practice staff * Trust staff at all levels * Nursing Staff /specialist nurses * Other specialist services * Patients, relatives and carers * Social Services and all other members of multi-disciplinary teams * Voluntary agencies and other community care providers   The post holder is required to deal effectively with staff of all levels throughout the Trust, the wider Healthcare community, external organisations and the public. This will include verbal, written and electronic media. | |
| **ORGANISATIONAL CHART** | |
|  | |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** | |
| Some services will require post holders to work autonomously on weekend and evening rotas. These may be as overtime.  **Training & Development**   * To take responsibility for own on-going clinical professional development to ensure relevant clinical knowledge and skills are attained and objectives are completed. * To contribute to the improvement of the service by evaluation of own work, and make constructive suggestions as to service improvements. * To attend and contribute to in-service training sessions and peer group meetings to ensure continued professional development. * To contribute to providing advice to multidisciplinary team members, patients and carers as required with support and guidance from senior specialist physiotherapy staff. * To support Undergraduate Students on placement as requested and under the direction of senior specialist physiotherapy staff.   **Decision Making**   * To work to professional standards as set by the Trust, the HCPC and the Chartered Society of Physiotherapy. * As an autonomous practitioner, be professionally accountable for all aspects of own work. * Receive supervision and professional support from appropriate manager/professional lead. * Undertake specific projects with support. * Work within own areas of competence.   **Physical Effort**   * Manually handle equipment (wheelchairs, health care equipment) and furniture frequently, following ergonomic risk assessment as per statutory training and service risk assessments. * Treatment will necessitate working in restricted positions or limited space. * Ability to travel to other locations as required meeting time constraints * Manual therapeutic handling of patients in relation to assessment, treatment and rehabilitation.   **Mental Effort**   * Manage competing demands of providing services daily. * Read and decipher patient information. * Work in an unpredictable pattern when required. * Frequent mental effort when undertaking assessment and treatment. * Identify strategies to motivate patients to comply with their treatment plan.   **Emotional Effort**   * Work with patients who have a poor/life limiting prognosis. * Work with patients in the aftermath of bad news. * Work with patients with mental health problems and occasional challenging behaviour.   **Working Conditions**   * Work in a variety of settings according to patient needs including patients own home which can often involve hot/cold temperatures, cluttered, noisy and unhygienic environments. * Frequent contact with body fluids, infection and unpleasant smells | |
| **COMMUNICATION/RELATIONSHIP SKILLS** | |
| * Establish effective communication networks with patients, carers, other health and social care workers and other agencies. * Work with patients referred with a range of needs and at times cognitive and communication problems. * Provide clarity and explanations to patients and carers regarding diagnosis and impact on lifestyle. * Work with patients/carers to motivate and obtain compliance with jointly agreed plan of treatment and care. * Discuss sensitive and potentially life changing circumstances with patients and carers. * Attend Multidisciplinary meetings (lead where appropriate) and case conferences providing appropriate information to the healthcare teams to ensure that there is an integrated approach that benefits patient’s overall care and discharge plans. * Promote awareness of the therapy role within the team, negotiating priorities where appropriate. * Contribute to Trust wide networking and communication, which aims to share best practice and consistency in service delivery across the Trust. * Obtain patient consent and work within a legal framework with patients who lack capacity to consent to treatment. | |
| **ANALYTICAL/JUDGEMENTAL SKILLS** | |
| * Assess patients who have physical, mental health and social needs, at times with complex needs with the support of senior staff. * Undertake risk assessment, using clinical judgement and provide accurate feedback to the team as necessary e.g. in relation to lone working. * Apply clinical reasoning skills after assessment to decide appropriate treatment plan and approach. | |
| **PLANNING/ORGANISATIONAL SKILLS** | |
| * Plan patient care without direct supervision. * Plan, organise and prioritise own workload and guide the workload of support staff as appropriate. * Exercise good and effective personal time management, punctuality and consistent reliable attendance. * Co-ordinate patient appointments * Organise therapy home visits, to include liaison with patients, carers and transport services if required. | |
| **PHYSICAL SKILLS** | |
| * Assess, prescribe and demonstrate the safe use of walking aids and equipment in a variety of settings including the patient’s home. * Basic computer skills to maintain patient records, e-mail, order equipment etc. * Therapeutic handling of patients (e.g. positioning, stair practice, respiratory interventions) demonstrating dexterity and co-ordination skills often with the need for prolonged physical effort. This may include patients with complex and specialist needs*.* | |
| **PATIENT/CLIENT CARE** | |
| * Complete assessments of allocated caseload in home circumstances, establish premorbid level of function and current level of personal and domestic activities of daily living in routine cases to advise on level of functional independence. * Undertake respiratory assessments and deliver a range of interventions in community-based environments and support the on-call rota. * Complete routine physiotherapy assessments of physical, cognitive and perceptual function using a range of standardised and non-standardised assessment tools. * Undertake routine assessments eg for pressure care and be able to make appropriate recommendations for prescription. * Provide appropriate rehabilitation for physical, cognitive, and perceptual impairments and to teach adaptive performance methods, reinforce skills and learning, and to build self-esteem and confidence as necessary. * Liaise with Adult Community Services regarding equipment provision, adaptations, care packages and alternative placements with the support of senior staff. * Carry out routine home visits to identify risks, assess level of independence, and to determine future care needs and document appropriately. * Assess and provide a range of ADL equipment and giving training on its use if required to routine cases. * Liaise with other members of the multidisciplinary team through effective communication regarding patient treatment aims, progress and discharge planning (providing written reports and referrals as appropriate) supported by senior specialist staff. * Provide appropriate and timely information to all relevant members of the healthcare team regarding patients’ therapeutic progress. * Reassess patient status as treatment progresses and alter treatment programmes as appropriate using clinical reasoning supported by senior specialist staff. * Set realistic and attainable treatment goals for patients undertaking regular re-evaluation using appropriate outcome measures with guidance from senior specialist staff. * Identify non-routine cases and discuss these with senior staff. * Identify specific problems/needs; develop goals and appropriate treatment plans in partnership with the patient and others. * Facilitate the discharge process as appropriate using the strengths-based assessment process. * Work with patients, carers, other professionals and agencies to meet identified needs. * Provide teaching and guidance to both patients and carers as required. * Maintain accurate and timely patient records and reports using agreed standard formats. * Ensure that referrals are dealt with in a timely manner, taking into consideration clinical priorities in case management. * The post holder is expected to comply with trust infection control policies & conduct themselves at all time in a manner as to minimise the risk of health care associated infections. * To ensure patient and staff safety during assessment and treatment. * To participate in the Trust-wide rota for ‘on-call’ and emergency physiotherapy cover and planned weekend work in any location. * To maintain competencies for weekend working as per the Association of Chartered Physiotherapists in Respiratory care guidelines through regular in-service training. * When working on the weekend respiratory cover rota, as an autonomous practitioner, undertake assessment and treatment of acutely ill patients with respiratory problems who may have a complex presentation; providing advice to medical and nursing staff and other multi-disciplinary team members regarding patients’ respiratory condition. | |
| **POLICY/SERVICE DEVELOPMENT** | |
| * Keep up to date with relevant therapy, Trust and Health and Social Care developments in liaison with the Area Professional Lead and other colleagues. * To maintain competencies for assessment and treatment of respiratory conditions through regular in-service training. * Participate in the implementation of policy and service developments. * Actively participate in meetings to represent the department as required. * Participate in the planning, reviewing and development of therapy services. * Report any incident/untoward incidents/near misses to the Manager in accordance with Trust policy. * Be aware of, and follow the Health and Safety at Work Act and local/national guidelines. * Be aware of and follow Trust policies and procedures. | |
| **FINANCIAL/PHYSICAL RESOURCES** | |
| * Assess for, prescribe and order equipment and resources including respiratory adjuncts. * Ensure safe and efficient use of stock and equipment. Ensure equipment has appropriate checks made. Report any equipment defects, taking action to ensure any such equipment is withdrawn from service. * Demonstrate and instruct on the use of equipment to ensure safety. * Understand and apply the eligibility criteria for services and be able to order equipment appropriately. * To be responsible for the use of resources in the most efficient and effective way. * To authorise spending on equipment from Community Equipment Store to a value of £500 [2008] following authorisation training. * Ensure access to road worthy vehicle with appropriate car insurance, and valid driving licence or ability to travel around community locations. | |
| **HUMAN RESOURCES** | |
| * Be prepared to share areas of knowledge and experience both formally and informally. * Determine priorities of own time, balancing clinical, professional and organisational demands. * Be prepared to give work talks/demonstrations. * Take a flexible approach in supporting colleagues during times of caseload pressures. * Supervise assistants and students as necessary. * Participate in the training and induction of other staff/students as appropriate. * Ensure registration with the Health and Care Professions Council is maintained and evidenced to the manager. * Assist support staff in planning their time and activity. * Participate in supervision and appraisal process, identifying own areas of development. | |
| **INFORMATION RESOURCES** | |
| * To undertake the keeping of accurate records of patient treatments and statistical data as required. * To submit regular data about activity levels as required. * To participate in team and department audit activity and peer review to ensure best practice. To participate in team and department audit activity and peer review to ensure best practice. | |
| **RESEARCH AND DEVELOPMENT** | |
| * Set a high standard of patient care and maintain an up to date knowledge of clinical practice, taking advantage of various Continuous Professional Development opportunities where appropriate, recording learning outcomes. * Participate in Clinical Governance activities including clinical audit, research, clinical supervision, service review and annual appraisal schemes. | |
| **FREEDOM TO ACT** | |
| * They will be responsible for the delegation of work to the physiotherapy assistants/rehabilitation support workers. * They will provide advice, direction and support to other wards as necessary within the acute or community base. * To undertake a high standard of Physiotherapy assessment, diagnosis and treatment, this may include complex cases, as an autonomous practitioner | |
| **OTHER RESPONSIBILITIES** | |
| To take part in regular performance appraisal.  To undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling  To contribute to and work within a safe working environment  The post holder is expected to comply with Trust Infection Control Policies and conduct themselves at all times in such a manner as to minimise the risk of healthcare associated infection  As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust’s disciplinary policy) up to and including dismissal. | |
| **APPLICABLE TO MANAGERS ONLY** | |
| Evidence that supporting employee health and wellbeing is included in any documents outlining the skills and knowledge that line managers need.  Proportion of line managers whose job descriptions include supporting employee health and wellbeing.  This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check. | |
| **THE TRUST- VISION AND VALUES** | |
| Our vision is to provide safe, high quality seamless services delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust values. Our Trust values are:  Compassion  Integrity  Inclusion  Empowerment  We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staff’s commitment to meeting the needs of our patients.  We are committed to equal opportunity for all and encourage flexible working arrangements including job sharing.  We are committed to recruiting and supporting a diverse workforce and welcome applications from all sections of the community, regardless of age, disability, gender, race, religion, sexual orientation, maternity/pregnancy, marriage/civil partnership or transgender status. We expect all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards. | |
| **GENERAL** | |
| This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the Manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.  The RD&E is a totally smoke-free Trust. Smoking is not permitted anywhere on Trust property, including all buildings, grounds and car parks. For help to quit call: 01392 207462. | |

P

E

R

S

O

N

S

P

E

C

I

F

I

C

A

T

I

O

N

|  |  |  |
| --- | --- | --- |
| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATIONS/SPECIAL TRAINING:**  Recognised Physiotherapy training  BSc/MSc Physiotherapy or equivalent  HCPC registered or applying for or in final training  MCSP | **E**  **E**  **E**  **D** | **E**  **E**  **E**  **E** |
| **KNOWLEDGE/SKILLS:**  Evidence of:-  Verbal & /or written interpersonal communication skills  Organisational skills incl. prioritisation, time management  Safe fundamental clinical skills  Assessment and intervention skills  Clinical reasoning skills  Problem solving skills  Understanding of acute and community assessment and treatment | **E**  **E**  **E**  **E**  **E**  **E**  **E** | **E**  **E**  **E**  **E**  **E**  **E**  **E** |
| **EXPERIENCE:**  Evidence of undergraduate placements in Respiratory, M/skeletal, Neurology specialties  Evidence of working within ward based, out-patient and community settings  Evidence of acute respiratory care experience eg ITU/HDU Evidence of relevant NHS work  Currently working in NHS in rotational scheme | **E**  **D**  **E**  **E**  **D** | **E**  **E**  **E**  **E**  **E**  **E** |
| **PERSONAL ATRIBUTES:**  Enthusiastic about the post across acute and community services  Motivated to work at RD&E Foundation Trust  Values of fairness, honesty, integrity, inclusion & collaboration  Evidence of treating patients with respect & dignity  Team skills  Flexible & adaptable approach  Demonstrating initiative | **E**  **E**  **E**  **E**  **E**  **E**  **E** | **E**  **E**  **E**  **E**  **E**  **E**  **E** |
| **OTHER REQUIREMENTS:**  Ability to undertake On call/emergency rota duties  Ability to work flexibly over 7 days  Ability to travel between locations meeting time restraints and / or holds a valid driving licence and access to road worthy vehicle. | **E**  **E**  **E** | **E**  **E**  **E** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | **FREQUENCY**  **(Rare/ Occasional/ Moderate/ Frequent)** | | | |
| **WORKING CONDITIONS/HAZARDS** | | **R** | **O** | **M** | **F** |
|  | | | | | |
| **Hazards/ Risks requiring Immunisation Screening** | |  |  |  |  |
| Laboratory specimens | Y/N | Y |  |  |  |
| Contact with patients | Y/N |  |  |  | Y |
| Exposure Prone Procedures | Y/N |  |  | Y |  |
| Blood/body fluids | Y/N |  | Y |  |  |
| Laboratory specimens | Y/N |  |  |  |  |
|  | | | | | |
| **Hazard/Risks requiring Respiratory Health Surveillance** |  |  |  |  |  |
|  | | | | | |
| Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate) | Y/N | y |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | Y/N | nnthr |  |  |  |
| Chlorine based cleaning solutions  (e.g. Chlorclean, Actichlor, Tristel) | Y/N |  |  |  |  |
| Animals | Y/N | y |  |  |  |
| Cytotoxic drugs | Y/N |  |  |  |  |
|  | |  |  |  |  |
| **Risks requiring Other Health Surveillance** | |  |  |  |  |
| Radiation (>6mSv) | Y/N | Y |  |  |  |
| Laser (Class 3R, 3B, 4) | Y/N | Y |  |  |  |
| Dusty environment (>4mg/m3) | Y/N | Y |  |  |  |
| Noise (over 80dBA) | Y/N | Y |  |  |  |
| Hand held vibration tools (=>2.5 m/s2) | Y/N | Y |  |  |  |
|  | | | | | |
| **Other General Hazards/ Risks** | |  |  |  |  |
| VDU use ( > 1 hour daily) | Y/N |  |  | Y |  |
| Heavy manual handling (>10kg) | Y/N |  |  |  | Y |
| Driving | Y/N |  | Y |  |  |
| Food handling | Y/N | Y |  |  |  |
| Night working | Y/N |  |  |  |  |
| Electrical work | Y/N |  |  |  |  |
| Physical Effort | Y/N |  |  | Y |  |
| Mental Effort | Y/N |  |  | Y |  |
| Emotional Effort | Y/N |  |  | Y |  |
| Working in isolation | Y/N |  |  | Y |  |
| Challenging behaviour | Y/N |  | Y |  |  |