

JOB DESCRIPTION

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| **JOB DETAILS** | |
| **Job Title** | Advanced Speech & Language Therapist: Paediatric Dysphagia |
| **Reports to** | Head of Speech & language Therapy |
| **Band** | 7 |
| **Department/Division** | Specialist Services |

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| **JOB PURPOSE** |
| The postholder is responsible for the specialist Speech & Language Therapy service on the Neonatal Unit (NNU) and Bramble ward at the Royal Devon & Exeter Hospital (Wonford). |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| The postholder will:   * Take a lead role in the advanced assessment, differential diagnosis and treatment of babies, infants and children who have developmental feeding and acquired swallowing difficulties. * Use highly specialist knowledge and skills to manage their own complex caseload autonomously. * Use a child and family-centred approach to devise and coordinate care plans in liaison with parents, carers and multidisciplinary and multi-agency teams. * Take an active role in discharge planning, ensuring a seamless transfer to Speech & Language Therapy colleagues and services in the community. * Provide training and education for parents/relatives, carers and staff. * Represent Speech & Language Therapy at relevant meetings and advise on service developments in line with government policy. |
| **KEY WORKING RELATIONSHIPS** |
| Areas of Responsibility:   * The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day to day basis. * In addition, the post holder will deal with the wider healthcare community, external organisations and the public. * This will include verbal, written and electronic media.   Of particular importance are working relationships with:   |  |  | | --- | --- | | **Internal to the Trust** | **External to the Trust** | | * NNU and Bramble ward multidisciplinary team (MDT) colleagues * Speech & Language Therapy team colleagues * Clinicians and managers within Paediatrics and Neonatology * Therapy services colleagues | * Patients, families and carers * Colleagues in other NHS Trusts and healthcare organisations * Social care * Education * Voluntary organisations supporting patient care | |  |  | |  |  | |  |  | |

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| **ORGANISATIONAL CHART** |
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| **FREEDOM TO ACT** |
| * Lead Speech & Language Therapist in the specialist area of paediatric dysphagia, working within Health & Care Professions Council (HCPC) codes of practice, Royal College of Speech & Language Therapists (RCSLT) competency frameworks, relevant national clinical guidelines and Trust policies without direct supervision. |
| **COMMUNICATION/RELATIONSHIP SKILLS** |
| * Communicate complex and sensitive condition-related information effectively to clients, including infants, children, parents/relatives and carers. This will require empathy and an ability to overcome barriers to understanding and acceptance when the situation may be very emotive, e.g. life limiting diagnosis or poor prognosis for swallow function. * Establish effective communication and working relationships with Trust and external health colleagues in both primary and secondary care. * Establish effective communication with professionals from other sectors. This will include social care in relation to safeguarding concerns, or education when multi-agency working is required to achieve the best outcomes. * Understand barriers to communication, identify and facilitate strategies to overcome them. Act as an advocate for clients who have communication disabilities when necessary. |
| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * Analysis and interpretation of complex facts and situations to develop appropriate treatment plans from a range of options. * Ongoing evaluation of outcomes, adapting intervention as necessary. |
| **PLANNING/ORGANISATIONAL SKILLS** |
| * Ongoing planning, organisation and prioritisation of own clinical and non-clinical workload, including teaching. * Identify and escalate shortfalls and risks; provide suggestions for mitigation. |
| **PATIENT/CLIENT CARE** |
| * Assess, diagnose, develop and implement specialised Speech & Language Therapy treatment programmes for neonates, infants and children with developmental feeding or acquired swallowing difficulties. * Adapt practice to meet individual clients’ needs, including due regard for cultural and linguistic differences as well as the barriers of communication disability. * Provide the videofluoroscopy and FEES services for Paediatrics and Neonatology. * Contribute to tracheostomy management as required. * Attend clinical meetings, ward rounds and case conferences where appropriate. * Promote children’s well-being, safeguarding them from harm, and working within agreed policies for reporting concerns. |
| **POLICY/SERVICE DEVELOPMENT** |
| * Propose policy, procedure or service changes for specialist area, which may impact on other areas or professions. * Contribute to the development of policies for the wider Speech & Language Therapy service. |
| **FINANCIAL/PHYSICAL RESOURCES** |
| * Responsible for the efficient use of resources within the service and advise on appropriate resource requirements. * Responsible for the safe use of equipment and report any repairs which need to be undertaken. |
| **HUMAN RESOURCES** |
| * Supervise other Speech & Language Therapist in the development of specialist skills as required. * Provide full student placements, including assessment. * Provide teaching and training to Speech & Language Therapists and other professions. * Participate in the recruitment, selection, supervision and training of Speech & Language Therapists and MDT colleagues as required. |
| **INFORMATION RESOURCES** |
| * Keep timely and accurate clinical records and handle these records and all other clinical information in accordance with applicable legislation, protocols and guidelines. * Provide full, accurate and timely statistical data. * Submit and analyse regular activity data. |
| **RESEARCH AND DEVELOPMENT** |
| * Lead audit and research activity relevant to Speech & Language Therapy in the specialty of Paediatrics & Neonatology. * Participate in clinical trials as appropriate. |
| **PHYSICAL SKILLS** |
| * Highly developed and accurate auditory and perceptual skills for the assessment, diagnosis and treatment of neonates, infants and children. * Moving and handling in line with Trust policy and procedure, including patients with complex disabilities. * Skills in the use of equipment and technology for specialist clinical care. |
| **PHYSICAL EFFORT** |
| * Clinical intervention frequently involves sitting or standing in an awkward position. |
| **MENTAL EFFORT** |
| * Clinical intervention frequently requires intense concentration, including in busy environments with multiple interruptions. |
| **EMOTIONAL EFFORT** |
| * Frequently working with clients (neonates, infants, children, parents/relatives and carers) in distressing or emotional circumstances. * Required to have difficult conversations e.g. breaking unwelcome news about swallowing diagnoses, or discussing safeguarding concerns. |
| **WORKING CONDITIONS** |
| * Exposure to body waste and fluids as part of clinical interventions. * Occasional aggressive behaviour when dealing with face to face complaints. |
| **OTHER RESPONSIBILITIES** |
| Take part in regular performance appraisal.  Undertake any training required in order to maintain competency including mandatory training e.g. Manual Handling.  Contribute to and work within a safe working environment.  You are expected to comply with Trust Infection Control Policies and conduct yourself 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.  You must also take responsibility for your workplace health and wellbeing:   * When required, gain support from Occupational Health, Human Resources or other sources. * Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health. * Follow the Trust’s health and wellbeing vision of healthy body, healthy mind, healthy you. * Undertake a Display Screen Equipment assessment (DES) if appropriate to role. |
| **DISCLOSURE AND BARRING SERVICE CHECKS** |
| 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. |
| **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.  Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff. |

PERSON SPECIFICATION

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| **Job Title** | Advanced Speech & Language Therapist: Paediatric Dysphagia |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**  Recognised RCSLT degree (or equivalent).  HCPC licence to practice.  MSc or equivalent post grad qualification.  Competent at Consultant Dysphagia Practitioner level in paediatrics, RCSLT Dysphagia Training & Competency Framework (working towards if not already at this level).  Competent at Consultant Dysphagia Practitioner level, RCSLT Neonatal Dysphagia Competency Framework (working towards if not already at this level). | E  E  E  E | D |
| **KNOWLEDGE/SKILLS**  Work to the guidance and standards of the RCSLT.  Excellent interpersonal skills including observation, listening and empathy.  Advanced negotiation and problem-solving skills.  Advanced analytical and reflection skills.  Excellent verbal and written presentation skills.  Advanced planning, organisational and prioritisation skills.  Proven leadership skills  Advanced, up-to-date knowledge and skills across a broad range of assessment and treatment approaches.  In-depth knowledge of relevant RCSLT clinical guidelines and professional standards; able to interpret these to generate assessment and therapy interventions for individual patients*.*  Comprehensive understanding of relevant Department of Health strategies, NICE guidance and Quality Standards.  Comprehensive understanding of relevant RCSLT policies, protocols and position papers.  In-depth knowledge of the legal and ethical aspects of capacity and consent.  In-depth knowledge of the legal and ethical aspects of withholding/withdrawing nutrition and hydration.  Advanced knowledge and use of evidence-based practice and outcome measurement.  Understanding of the principles of clinical governance and audit.  Highly developed auditory and perceptual skills.  Highly specialist clinical/technical skills in undertaking and interpreting videofluoroscopy and FEES investigations and in tracheostomy management.  Able to employ advanced counselling skills and provide psychological/emotional support for infants, children, parents/relatives and carers with complex needs.  Able to recognise the limits of own knowledge and skills and seek support/guidance as necessary. | E  E  E  E  E  E  E  E  E  E  E  E  E  E  E  E | D  D  D |
| **EXPERIENCE**  Significant post qualification experience of working with an acute neonatal/paediatric dysphagia caseload.  Experience of supervising students and junior staff.  Experience of policy and service development. | E  E | D |
| **PERSONAL ATTRIBUTES**  Able to maintain sensitivity at all times to infants, children, parents/relatives and carers, especially when imparting distressing information about the nature and implications of profound, long-term swallowing disorders.  Able to manage the emotional consequences of working closely with people in distressing circumstances, including acute, progressive and terminal medical conditions.  Able to recognise conflict and facilitate resolution.  Able to motivate staff by providing a positive role model.  Able to manage challenging behaviour. | E  E  E  E  E |  |
| **OTHER REQUIREMENTS**  Able to work on own initiative as well as part of a team.  Able to be flexible to the demands of the post, including unpredictable work patterns/caseloads, deadlines, limited planning/organisation time, the need to multitask and make immediate complex decisions.  Able to assume additional clinical and managerial responsibility and prioritise this appropriately.  Able to coordinate and prioritise the workload of other speech and language therapy teams as required.  Demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.  Able to meet the travelling needs of the post.  Able to work flexibly over 7 days if required, including Bank Holidays.  Computer literate. | E  E  E  E  E  E | D  D |

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