

## JOB DESCRIPTION

JOB DETAILS	
Job Title	Stroke Rehabilitation Practice Facilitator
Reports to	Stroke Supported Discharge Team Lead
Band	Band 6
Department/Directorate	Clinical Support and Specialist Services

**JOB PURPOSE**

The main purpose of the role, is to be the link practitioner between the Stroke Supported Discharge team and the health and social care teams that provide short-term care services (e.g. Social Care Reablement, Response and Recovery) to stroke patients when they are discharged from hospital, with the aim of maximising patient outcomes and experience, and optimising the use of long-term packages of care. The post will be embedded within the Stroke Supported Discharge teams and have oversight of all stroke patients discharged from hospital with a new or increased formal package of care, and collaborate with the short-term care services regarding the care planning and review of these patients. They will deliver competency-based, 'hands-on' training and education to the short-term services care staff, to enhance their stroke-specific knowledge and skills, to increase enabling/rehabilitation opportunities during care visits, in order to maximise patient independence. It will support the implementation, evaluation and development of a strengths-based approach within care.

- KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES**
1. Carry a caseload of patients receiving formal care services, and provide enabling care in conjunction with the care providers, as well as advice and consultancy to patients, carers and health and social care professionals.
  2. Work in conjunction with stroke-rehabilitation practice facilitators across Devon to identify competencies from the Stroke-Specific Education Framework (SSEF) that are applicable for the short-term services care staff, and develop a remotely delivered training and education package.
  3. Support assessment of competence of short-term care providers against the relevant components of the SSEF.
  4. Maintain competence via awareness of current clinical, education and research guidelines in relation to stroke care.
  5. Joint working with the short-term care services to provide 'hands-on' supervision to embed the skills and knowledge gained from the training package, into practice, and support them to achieve the required SSEF competencies.
  6. Attend short-term care services care planning meetings to jointly update the care plans of stroke patients.
  7. Jointly assess and review stroke patients with the short-term care service provider, using a strengths-based approach, to identify opportunities and maximise the use of technology enabled care, supporting self-management, social prescribing and community-based support (including Stroke Association services, where applicable).
  8. Support the completion of the Personal Stroke Care Record in conjunction with the stroke survivor and relevant others, where appropriate.
  9. Supervise junior/support worker staff involved in the service, and delegate work to them to support service delivery.
  10. Contribute to collating relevant key performance indicators for SSNAP, and other data to inform service evaluation, as advised by the Integrated Stroke Delivery Network (ISDN).

11. Help coordinate and participate in stakeholder events to inform service evaluation and development.

### KEY WORKING RELATIONSHIPS

Areas of Responsibility: (type of work undertaken)

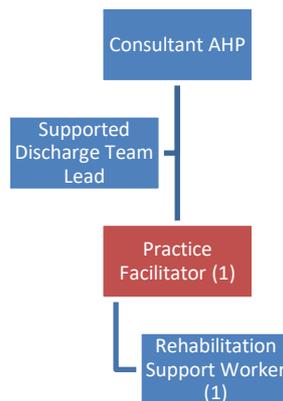
No. of Staff reporting to this role: 1

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
<ul style="list-style-type: none"> <li>• Patients, families and carers</li> <li>• Stroke/Neuro Multidisciplinary Team</li> <li>• Service Managers</li> <li>• Response and Recovery team</li> <li>• Independent Living Centre</li> <li>• Community teams</li> </ul>	<ul style="list-style-type: none"> <li>• ISDN Rehabilitation Lead</li> <li>• Social Care Employees</li> <li>• Care Agencies</li> <li>• Continuing Healthcare Team</li> <li>• Safeguarding services</li> <li>• Statutory and voluntary agencies</li> <li>• Stroke Association</li> </ul>

### ORGANISATIONAL CHART



### FREEDOM TO ACT

- Work autonomously as a specialist within the field of stroke rehabilitation, without direct daily supervision, to manage own complex caseload and treatment programmes. Support is available through the clinical supervision programme and from more specialist or skilled staff within a particular area.
- Decide when appropriate to refer to relevant specialist services, adult health and social care team, voluntary agencies or other providers as required in liaison with the wider MDT.
- Work within codes of practice and professional guidelines, organisational Policies, Procedures and Standard Operational Procedures (SOP).
- Be professionally accountable for all aspects of your own work, within the context of an autonomous practitioner

### COMMUNICATION/RELATIONSHIP SKILLS

- Communicate complex and sensitive information concerning patients, to a range of health and social care professionals, and other agencies on a daily basis.
- Effectively communicate complex and sensitive information to patients regarding their diagnosis, impact of their condition and options for intervention, with empathy, persuasion and

reassurance. The patients will often have barriers to understanding due to cognitive and/or communication impairment, as a result of their stroke or other comorbidities,

- Deliver and educational and training material using a variety of media to care providers and social care colleagues.
- Write comprehensive reports regarding patient assessment, treatment outcomes and recommendations to health and social care colleagues.
- Keep accurate contemporaneous documentation using the organisation's and professional development documentation, both written and electronic.

#### **ANALYTICAL/JUDGEMENTAL SKILLS**

- On a daily basis undertake a comprehensive, holistic clinical assessment of patients presenting with complex multi-factorial cognitive, physical, psychological and social needs; read and interpret a range of patient medical, medication, social history and social care plans.
- Use analytical and clinical reasoning skills to inform and develop specialist individualised treatment programmes, evaluate risk and escalate management as appropriate.
- Assist in the development of an evidence informed competency framework and training programme for health and social care staff working in short-term care services.
- Observe, mentor and appraise staff and care givers regarding their competence within the role.
- Assist in the evaluation of the service and training programmes delivered, and propose changes to improve practice in line with the evaluation, national guidelines and evidence base.

#### **PLANNING/ORGANISATIONAL SKILLS**

- Plans specialised stroke rehabilitation education programmes for the carers working in health and social care.
- On a daily basis supports team in the management of a caseload of complex patients effectively and efficiently, anticipating needs and collaborating with key stakeholders to develop appropriate specialist care plans and refer to other services or professions as required.
- Organise own day to day activity and that of junior/support staff, delegating activities and providing specialist advice as appropriate.
- Work in collaboration with other teams, including coordinating home visits in conjunction with the short-term care services, to deliver effective, streamlined care.
- Exercise good personal time management, punctuality and consistent reliable attendance, working in line with lone working policy and supporting those on shift work.

#### **PATIENT/CLIENT CARE**

- Has direct contact with a complex caseload of patients to assess for, implement and evaluate specialist programmes of evidence-based care and rehabilitation, to maximise patient independence and quality of life, and provides specialist advice and training to the patients and carers regarding this.

#### **POLICY/SERVICE DEVELOPMENT**

- Work in accordance with Trust policies and procedures.
- Have awareness and understanding of relevant national, regional and local policies, guidelines and drivers in relation to stroke and neuro-rehabilitation pathways, community rehabilitation and social care to inform own practice and those they supervise.
- Develop a stroke-specific training programme for care staff in conjunction with other Stroke Rehabilitation Practice Facilitators across the region.
- Identify and propose changes for service improvement, in line with local and national guidelines, considering resources available, discussing your ideas with colleagues and team lead.
- Support the implementation and evaluation of service improvement.

## **FINANCIAL/PHYSICAL RESOURCES**

- Assess for, prescribe and order equipment, applying relevant eligibility criteria, following authorisation training.
- Be responsible for safe and competent use of all equipment and patient appliances and ensure junior/clinical support workers obtain competency prior to use.
- 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.
- Support the team leader and service manager in the efficient and effective use of resources.

## **HUMAN RESOURCES**

- Supervise junior staff, students and other members of staff where necessary.
- Participate in clinical supervision and staff appraisal as a supervisor and supervisee, identifying own and others areas for development
- Contribute to the development of the educational content of training programmes for the stroke rehabilitation MDT, including coordinating and delivering training sessions to other staff.
- Maintain training and assessment records and produce written and oral summaries of progress as required.
- Assist in the recruitment of junior members of staff.

## **INFORMATION RESOURCES**

- Contribute to the collection of statistical data, in terms of inputting, storing and providing information, in order to monitor and develop team activity, using computer software.
- Maintain accurate and timely patient records using agreed standard formats.

## **RESEARCH AND DEVELOPMENT**

- Maintain an up to date knowledge of all areas of clinical practice using a variety of CPD methods and to maintain a CPD portfolio.
- Participate in clinical governance activities as guided by the team lead e.g. audit, research, service reviews, taking a lead if delegated to do so.
- Support and develop own and teams research skills to facilitate evidence-based clinical practice.
- Promote patients, relatives and carer feedback of the stroke rehabilitation team to help facilitate learning and improvement.

## **PHYSICAL SKILLS**

- Driving is essential to meet the requirements of the post as post holder will have to travel to various locations throughout the day.
- Therapeutic handling of patients, demonstrating dexterity, co-ordination and clinical skills associated with the need for prolonged physical effort. This will include patients with complex and highly specialist needs.
- Computer skills to maintain patient records, record activity, email and order equipment etc.
- Demonstrate the safe use of equipment, including wheelchairs in a variety of settings including the patient's home and offer advice as required.

## **PHYSICAL EFFORT**

- Manually handle equipment (wheelchairs, mechanical aids such as hoists and other health care equipment) and furniture, on a daily basis, following ergonomic risk assessment as per statutory training and service risk assessment.
- Daily moving and handling of patients in relation to assessment, treatment and rehabilitation

- At times, there may be a requirement to work in restricted positions or in limited space

### **MENTAL EFFORT**

- Manage competing demands of providing services on a daily basis.
- Read, decipher and interpret patient information.
- Work in an unpredictable work pattern.
- Frequent mental effort in assessment and treatment programmes.
- Identify strategies to motivate patients to comply with their treatment plan.

### **EMOTIONAL EFFORT**

- Work with patients on a daily basis who have had life changing conditions that have adversely impacted on their independence, quality of life and emotional wellbeing.
- Regularly have difficult conversations with patients and carers regarding the patient's prognosis and likelihood of regaining independence.
- Occasionally work with patients with mental health problems or 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.
- Work with patients with a wide range of conditions including contact with body fluids on a frequent basis.

### **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 him/herself 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

<b>Job Title</b>	Stroke Rehabilitation Practice Facilitator
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<b>Requirements</b>	<b>Essential</b>	<b>Desirable</b>
<b>QUALIFICATION/ SPECIAL TRAINING</b>		
Degree or Graduate Diploma in Nursing and NMC registration <b>or</b> Degree or Graduate Diploma in an Allied Health Profession, with HCPC registration	X	
Post-graduate Diploma training or equivalent experience relevant to the post e.g. modules related to stroke-rehabilitation/ management of long-term conditions/ postural management, clinical skills training.	X	
Teaching qualifications (eg Cert. Ed., CIPD Diploma, PTLs, CTLS, City & Guilds 7307, 7300 or equivalent)		X
Manual Handling Key Trainer	X	
<b>KNOWLEDGE/SKILLS</b>		
Clinical knowledge and skills related to stroke rehabilitation, strengths-based approach to enabling care, technology enabled care and moving and handling.	X	
Specialist knowledge and understanding of current issues relating to community clinical practice, social care, integration and the wider national agenda.	X	
Consultation, history taking and clinical assessment skills	X	
Intermediate IT skills	X	
Excellent written/verbal communication skills	X	
Knowledge of relevant Stroke Clinical Guidelines (RCP, NICE, National Stroke Service Model, Integrated Community Stroke Service)	X	
<b>EXPERIENCE</b>		
Experience in delivering education and training sessions	X	
Significant and proven clinical experience including stroke rehabilitation	X	
Experience of working within multidisciplinary teams to influence high quality care programmes for complex patients.	X	
Previous experience of managing change and project management	X	
Experience of performance management	X	
<b>PERSONAL ATTRIBUTES</b>		
Professional role model	X	
Excellent communication and interpersonal skills, both written and oral	X	
Higher level organisational skills	X	
Self-reliant, ability to demonstrate resilience	X	

Ability to motivate and support the development of teams	X	
Patient and quality focused	X	
Flexible approach to change	X	
Sensitive and empathetic	X	
Prepared to work flexibly	X	
Self-motivated and able to work on own initiative and take responsibility for decisions.	X	
Ability to work under pressure.	X	
Confidence in talking to groups	X	
<b>OTHER REQUIREMENTS</b>		
The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	X	
Valid driving licence and use of car	X	
Support employee health and wellbeing	X	

Complete the table below as appropriate

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