



SWANSEA BAY UNIVERSITY HEALTH BOARD

JOB DESCRIPTION

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| Job Title | Physiotherapist- Clinical Specialist |
| Pay Band | 7 |
| Hours of Work and Nature of Contract | To be completed on recruitment |
| Division/Directorate | Primary Community and Therapies Service Group |
| Department | Physiotherapy |
| Base | To be completed on recruitment |
| ORGANISATIONAL ARRANGEMENTS: | |
| Managerially Accountable to: | Head of Physiotherapy |
| Reports to: | Head of Physiotherapy |
| Professionally Responsible to: | Head of Physiotherapy |
| Our Values | |
| <p>In this Health Board we aspire to be driven by our values; where every person that works for us, regardless of their role, is expected to demonstrate the values of “caring for each other”, “working together” and “always improving”.</p> | |

(JD Template V1-July-22)

If this role changes and it requires amendments please contact SBU.jobevaluation@wales.nhs.uk for an editable version

Job Summary/Job Purpose:

The Post holder will operate in a Clinical specialist role within Physiotherapy and will;

- Manage a defined caseload of clients with complex needs within this setting, using evidence based / client centred principles to assess, plan, implement and evaluate interventions across the whole patient pathway e.g. acute, community
- Provide clinical leadership for junior and support staff, through supervision and appraisal as delegated by supervisor.
- participate in the planning, development and evaluation of Physiotherapy Services within this designated area, holding responsibility for defined projects
- Work flexibly to meet the needs of the service, including a 7-day shift pattern, with extended working hours covering 365 days of the year
- contribute to the respiratory on call rota
- Encourage innovation and service development at all levels of the Physiotherapy Service.
- Contribute to the maintenance and development of the Swansea Bay Physiotherapy Service.
- Regularly supervise Physiotherapy students on practice placements, and other students e.g. Work Experience.
- Participate in CPD and develop skills and knowledge through participation in developmental activities.
- Lead the learning and development of the clinical staff within area of expertise.
- travel between SBU Health Board sites as required to support service delivery
- Continue to pursue personal development in areas of clinical interest, Service Improvement and leadership and management.

DUTIES/RESPONSIBILITIES:

Communication

During the course of their duties the Physiotherapist Clinical Specialist will establish rapport with the client before applying other professional skills and will;

- Provide and receive complex sensitive information in an understandable form to patients, carers, colleagues and students where motivational, persuasive,

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empathetic and re-assurance skills are required.

- Establish robust communication networks with clients, carers and other health and social care professionals involved in the client's care.
- Share acquired knowledge and skills with members of the physiotherapy service and multi-disciplinary team, peers, students and others as requested by your line manager using a variety of teaching methods and presentation skills
- Effectively communicate information from senior leaders to the team as requested
- Coordinate local team meetings and facilitate effective communication between all staff within your team
- Work with clients/carers to negotiate and identify their Physiotherapy goals as part of their overall therapy plan.
- Plan and implement individual and/or group interventions, in collaboration with the client, using graded activity to achieve therapeutic goals.
- Communicate complex and sensitive clinical and managerial information to adults, children, carers (parents/family), colleagues and members of the extended clinical team including external agencies, using written and verbal reports. This will include using a variety of non-verbal communication skills (i.e. body language, play, distraction) to overcome communication barriers.
- Provide and receive complex sensitive information in an understandable form to patients, carers, colleagues, and students where motivational, persuasive, empathetic and re-assurance skills are required.
- Communicate confidential and potentially unwelcome or distressing information to patients/carers.

Management

Demonstrate the ability to assist the Team lead to manage, monitor and evaluate your team's performance.

Manage client caseload autonomously

Responsible for risk management/control in clinical area, including the completion of formal and informal risk assessments, especially relating to the therapeutic and manual handling of patients.

Participate in multi-disciplinary team meetings, contributing to decisions with regard to the patient's care.

Adhere to departmental policies and procedures that facilitate the smooth running of the service, and to communicate any problems or discrepancies to line manager immediately.

Participate in the induction, training and education of students and support staff in

this setting.

Develop the work plan/ programme for the staff and client group within this team.

Recognize the need for good personal time management, punctuality and consistent reliable attendance.

Be responsible for the management of your own workload and caseload.

To maintain personal and team standards with regard to accurate and detailed clinical documentation and statistical information, ensuring this is in line with legal standards of practice as set out by the Chartered Society of Physiotherapy (CSP)/Health Professions Council (HPC), Health Board and Department

Demonstrate a sound understanding of clinical governance and take responsibility for its application to the delivery of physiotherapy within your area of work.

Undertake any other duties as requested by the Clinical lead / Head of service.

Clinical

- Clinically competent to assess, advise and treat patients presenting with a wide variety of conditions, including chronic and complex presentations
- Undertake physiotherapy assessments for a designated caseload, addressing physical performance and skill deficits
- Use advanced clinical reasoning and an in-depth analysis of problems, gained from clinical and theoretical experience
- Make judgments involving highly complex facts/ situations requiring in depth analysis/ interpretation and comparisons of a wide range of therapeutic options in order to decide on the best course of intervention and accurate prognosis and comprehensive case management plan
- Develop and deliver universal, targeted and specialist physiotherapy interventions
- Plan and implement individual and/or group interventions, in collaboration with the clients to achieve therapeutic goals.
- Monitor and evaluate treatment in order to measure progress and ensure effectiveness of the intervention, record outcomes for all clients on caseload, audit outcomes and share learning with the wider team to develop improvements
- Apply a high level of understanding of the effect of disability and provide training and advice on lifestyle changes and adaptations to the clients' social and physical environment.
- Support junior staff in developing their clinical reasoning, assessment and delivery of physiotherapy intervention
- To accept clinical responsibility for a designated caseload of patients, and to organise this effectively with regard to clinical priorities and use of time.

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- Demonstrate confidence and skill to use reflective practice and identify personal strengths and areas for development.
- Work with other agencies to contribute to the discharge process by communicating the discharge requirements of clients on own caseload
- Respect the individuality, values, and cultural and religious diversity of clients and contribute to the provision of a service sensitive to these needs.

Professional

- Demonstrate the ability to balance professional issues such as confidentiality and duty of care in a multi-disciplinary setting in order to work effectively.
- Demonstrate a sound understanding of clinical governance and take responsibility for its application to the delivery of physiotherapy within your area of work
- Hold a qualification enabling registration with the Health Professions Council as a Physiotherapist.
- Adhere to the standards of practice for Physiotherapy (CSP/HCPC and service specific) and ensure that minimum requirements are met, evaluate practice against standards and review if necessary
- Maintain a professional portfolio for CPD recording learning outcomes through participation in internal and external development opportunities, reflective practice and peer review to inform your Personal Development Plan

Service Delivery

responsible for and take a lead role in the management of a specific or group of conditions and act as a resource and support to colleagues involved in the management of such conditions

Advise line manager on issues related to service planning and development in designated clinical area.

assist the Manager in the development of business plans and service developments, that may have an impact outside of clinical field of expertise

Support Team Lead/ Clinical lead to report, monitor and improve business performance outcomes e.g. waiting times and workforce data.

Implement policies, propose and contribute to changes in working practices/ procedures for own area.

Attend Physiotherapy Service meetings as directed and contribute to the personal and professional growth of the service.

Be proactive in the participation and development of clinical networks.

Participate in and promote multidisciplinary / departmental audit, research, clinical effectiveness initiatives and comply with any recommendations made in line with

the audit cycle.

Follow Health board, Directorate, Physiotherapy Service and professional policies, protocols and guidelines.

Demonstrate an understanding of specific national policies/ legislation/ guidelines and their implications for area of responsibility and remain updated.

Facilitate/ attend meetings on request of line manager/ team lead to facilitate communication/ governance/ safe and effective service delivery.

Leadership

- Identify and implement service developments within the clinical area, including provision of Physiotherapy clinical guidelines. This may also include assisting the Manager in producing departmental guidelines.
- Be aware of professional developments in assessment and intervention within service area, evaluate/ monitor their effectiveness and implement as best practice.
- Actively engage in the PADR process promoting self-development and development in others.
- Understand the influence of national and local Health, Social Care and Well Being Strategies on local physiotherapy Practice.
- Contribute to a culture of learning, development and innovation at all levels.
- Demonstrate a compassionate and collective leadership approach
- Demonstrate development of leadership knowledge and understanding by use of reflection and formal and informal learning

Education and Training/Staff Management

- Identify specific training needs of staff working in your area, develop a training programme and contribute to the teams delivery of training programmes
- Motivate and enthuse staff in order to maximise performance and engage the workforce
- Co-ordinate the activities of team members including more junior & support staff in the treatment of clients within designated area.
- Participate in the induction, training and education of students and other staff in this setting.
- Undertake the supervision and appraisal of junior/support staff as delegated by line manager
- Identify developmental needs of staff and support the individuals in the development of their Personal Development Plans in line with team and service objectives

- Contribute to the supervision and education of work experience placements
- Be responsible for coordinating the supervision and assessment of physiotherapy students on practice placement within the Health Board (within your team setting).
- Review and reflect on yours and your teams practice and performance through effective use of professional and operational supervision and appraisal.
- Establish and monitor relationships with colleagues (both multi-disciplinary and multi-agency) to improve effectiveness of service delivery and reduce duplication.
- Provide clinical education and training of peers, Band 6, 5 and Assistant staff and students as well as other professionals within the MDT.

Information Resources

- Ensure that written /electronic patients records and activity data are up to date and maintained in accordance with Professional and Health Board standards.
- contribute to updating own and others electronic staff systems as required
- Undertake audit of clinical information using research methodology
- Insure team maintain safe appropriate storage of confidential information within the setting e.g. patient records, personnel files in line with GDPR guidance
- Support clinical teams to collect any data requested by the manager for performance management/ quality assurance

Finance

Assist in the maintenance of stock, advising on efficient use of resources required to undertake Physiotherapy in this designated area.

Ensure safe use of equipment in intervention programmes, be responsible for the security of equipment and report any shortfalls maintenance requirements to line manager.

Adhere to Jointly agreed protocols with local authority partner agencies with regard to the provision of intervention and equipment, highlight areas of concern and suggest methods of addressing these.

Maximize the use of available resources to the benefit of client care.

Research and Development

Assist in the planning, evaluation and audit of practice, clinical pathways and protocols within your area.

Work with manager to identify own learning needs, acknowledging previous

experience and personal skills

Responsible for maintaining own CPD and having an up-to-date personal portfolio.

Facilitate team members, including junior and support staff in the maintenance of their CPD portfolio's and Personal Development Plans.

Critically evaluate current research and apply to practice.

Participate in local audit, research and development appropriate to area.

Continue to develop research skills as appropriate to area.

Facilitate a culture of innovation, improvement, learning and development

| PERSON SPECIFICATION | | | |
|--|--|---|---|
| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
| Qualifications and/or Knowledge | <p>Diploma/Degree in Physiotherapy</p> <p>Professional registration with HCPC</p> <p>Evidence of comprehensive and advanced continuing professional development (CPD), maintained in a portfolio. Including attendance at recent highly specialised post graduate courses relevant to the clinical field/speciality.</p> <p>Knowledge of the workings of Physiotherapy services</p> <p>Involvement in audit, research and understanding quality issues</p> <p>Remain updated with advanced professional practice and new research.</p> <p>knowledge of legal responsibilities of the profession</p> <p>Knowledge of clinical governance and its implications for the service including experience of quality issues and audit.</p> | <p>Membership of the Chartered Society of Physiotherapy (CSP)</p> | <p>Application form and pre employment checks</p> |
| Experience | <p>Managerial/ Leadership Experience including supervision e.g. technical instructors.</p> <p>Substantial broad range and specialist experience.</p> <p>Substantial experience of working as part of a multi-disciplinary team.</p> <p>Supervision experience of students, physiotherapy assistants and junior staff.</p> <p>Substantial contribution to clinical education of less experienced staff, assistants and students.</p> | | <p>Application form and interview</p> |

| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|-------------------------------|--|------------------------|---|
| Aptitude and Abilities | <p>Ability to comprehend and work within the Health Boards policies of data protection, equal opportunities and health and safety and meet the differing needs of the patients.</p> <p>Ability to keep accurate and legible patient notes.</p> <p>Able to motivate and lead others, work independently and as part of a team</p> <p>Excellent communication skills, conflict resolution skills and team building skills</p> <p>Ability to organise, prioritise and delegate good problem solving and analytical ability.</p> <p>Ability to network and form professional relationships with other healthcare/multi-agency professionals</p> <p>IT skills</p> | Ability to speak Welsh | Interview |
| Values | Can demonstrate SBU values | | Application Form Interview References |
| Other | <p>Ability to travel within geographical area.</p> <p>Able to work hours flexibly</p> | | Application form and interview |

GENERAL REQUIREMENTS

Include those relevant to the post requirements

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with

the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.

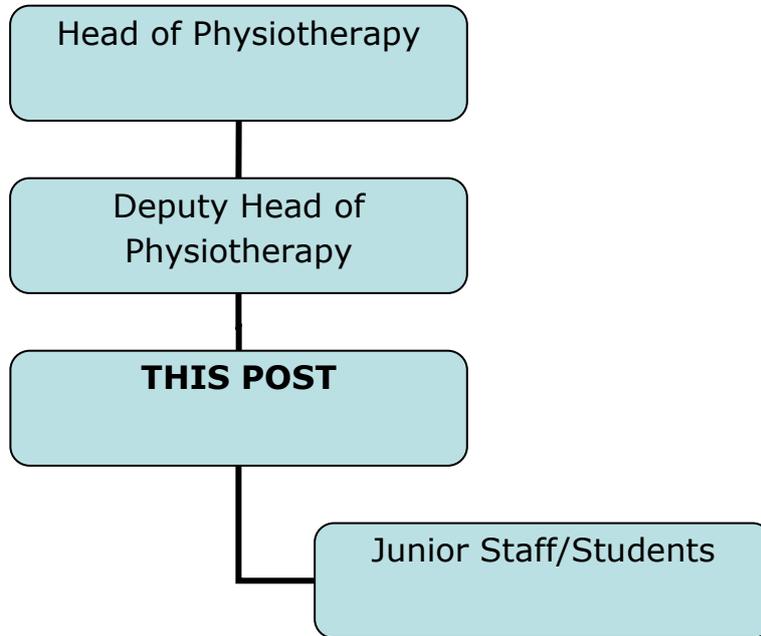
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **General Data Protection Regulation (GDPR):** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Regulation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment of any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have * direct / indirect contact with* patients/service users/ children/vulnerable adults in the course of your normal duties. **You will therefore be required to apply for a Criminal Record Bureau Enhance Disclosure Check as part of the HB/Trust's pre-employment check procedure.**
- **Safeguarding Children and Adults at Risk:** The organisation is committed to safeguarding children and adults at risk. All staff must therefore attend Safeguarding Children & Adult training and be aware of their responsibilities under the All Wales Procedures.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare

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associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.

- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Organisational Chart



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