

## Job Description

<b>Job Title</b>	: Senior Speech & Language Therapist – Stroke Static
<b>Department</b>	: Speech & Language Therapy
<b>Division</b>	: Denmark Hill
<b>Band / Grade</b>	: Band 6
<b>Responsible to</b>	: Clinical Lead Speech & Language Therapist
<b>Accountable to</b>	: Head of Speech & Language Therapy
<b>Number of direct reports</b>	: 1
<b>Budgetary Responsibility</b>	: No
<b>Location</b>	: Denmark Hill

### King's College Hospital

King's College Hospital NHS Foundation Trust is one of the UK's largest and busiest teaching hospitals with a turnover of c£1 billion, 1.5 million patient contacts a year and more than 11,500 staff based across 5 main sites in South East London. The Trust provides a full range of local hospital services across its different sites, and specialist services from King's College Hospital (KCH) sites at Denmark Hill in Camberwell and at the Princess Royal University Hospital (PRUH) site in Bromley.

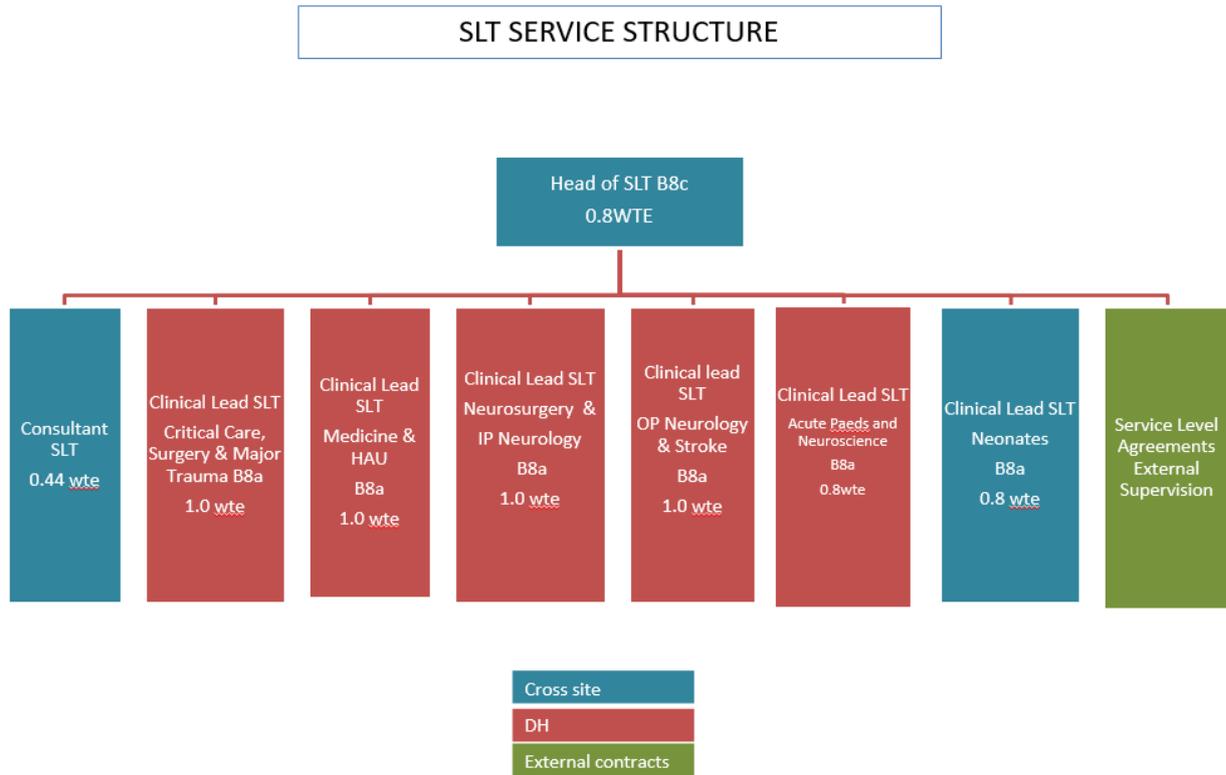
### Job Summary

This post is within Stroke at the Denmark Hill site. The post holder will provide Speech and Language Therapy services across this specialist clinical area 4 days per week. **This post will require the post holder to work every other weekend (2/4 weekends per month) unless otherwise agreed.** The post holder will be supported to develop a wide knowledge base and range of skills within adult stroke population. Line management will be provided by the Clinical Lead Speech and Language Therapist for Stroke.

### Key Working Relationships

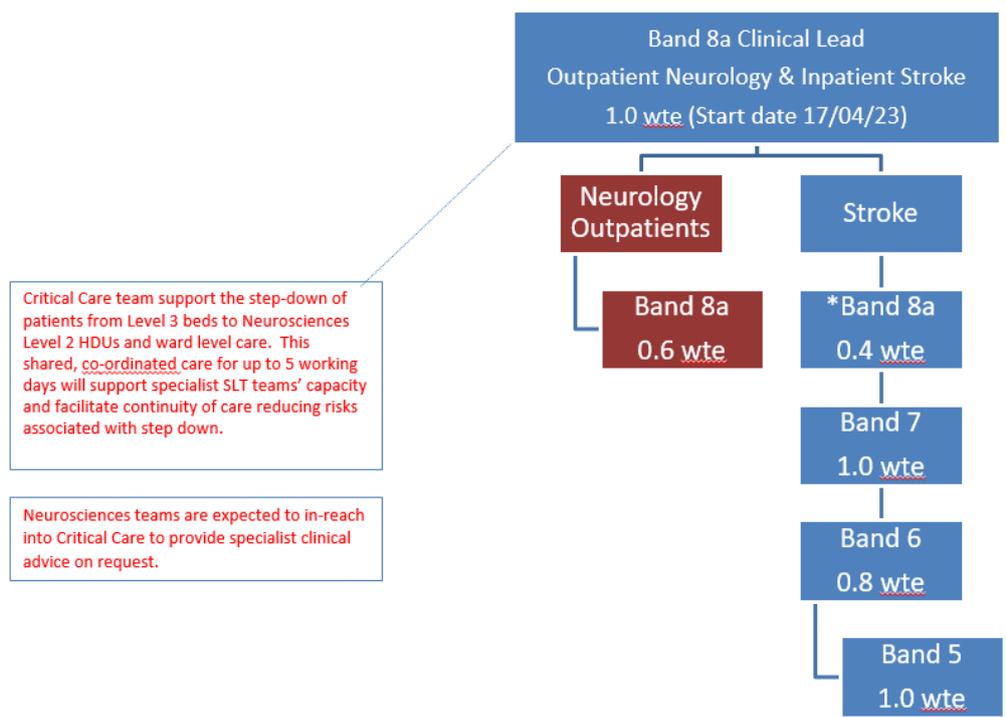
The post holder will establish, build and maintain working relationships within Speech and Language Therapy (cross-site) and all multidisciplinary teams within the relevant specialty.

**Organisation Structure Chart**



**DH ADULT STAFFING SLIDE 4**

**WEEKEND**  
 • Stroke – 1 person on Saturday & Sundays



## **Main Duties and Responsibilities**

### **Clinical Responsibilities**

- To manage an autonomous caseload on the stroke unit, which will include assessment, contribution to differential diagnosis, and specialist Speech and Language Therapy management for patients with acute, acquired communication and swallowing disorders, following King's College Hospital (KCH) Speech and Language Therapy evidence-based guidelines and abiding by KCH service standards.
- To participate in the management of patients with tracheostomies as part of the 7 day service in accordance with KCH multidisciplinary Tracheostomy Trust Guidelines and provide feedback for the tracheostomy ward round weekly as required.
- To identify barriers to effective communication within the environment and suggest and implement solutions where feasible.
- To provide specialist communication education and support to patients' families and friends, including communication partner training.
- To introduce low and high tech communication aids as appropriate and train the patient, their family and friends and the staff on using alternative and augmentative (AAC) communication aid systems or to refer on to the local communication aid specialist.
- To co-ordinate and promote communication developments under the guidance of a senior therapist e.g. mental capacity act issues, developing and delivering training on supporting communication, advising on environmental changes that support those with communication difficulties.
- To maintain and develop the use of AAC techniques and equipment across the team.
- To discuss, advise and plan appropriate patient goals with clients, carers and the multidisciplinary teams.
- To act as a key worker where appropriate.
- To provide complex and sensitive clinical information to patients and carers in clear, accessible and empathetic format, both in written and verbal form.
- To work as part of the multidisciplinary team negotiating appropriate therapy packages, length of stay and discharge arrangements.
- To attend ward rounds and multidisciplinary team meetings as appropriate.

- To liaise on a regular basis with relevant hospital and community therapy teams.
- To liaise with other agencies to ensure appropriate follow up and care arrangements for patients.
- To contribute to the Videofluoroscopy Clinic at King's College Hospital, providing general organisational cover where necessary.
- To develop and deliver training regarding communication and swallowing to carers, relatives and staff.

### **Administrative Responsibilities**

- To maintain full, accurate and contemporaneous records within Epic.
- To provide timely and accurate reports including transfer and discharge reports.
- To prepare for and participate in an annual job appraisal which includes a 6 monthly review with the Speech and Language Therapy clinical lead.
- To attend King's College Hospital Speech and Language Therapy team meetings.
- To understand The Sentinel Stroke National Audit Programme (SSNAP) and the role of the Speech and Language Therapy team in capturing accurate data.
- To provide full, accurate and timely statistical data in accordance with SSNAP guidelines.

### **Leadership**

To provide clinical support and advice to junior therapists within the team.

### **Education and Training**

- To participate in the Dysphagia Trained Nurse programme run by the Speech and Language Therapy department.
- To take part in the clinical training for Speech and Language Therapy students as agreed and appropriate including preparation for and participation in practical exams.
- To participate in the Speech and Language Therapy Department in-service training programme.
- To pursue an active programme of continuing professional development including feedback to the team on any courses or conferences attended.

### **Governance / Quality Control**

- To maintain and record an active programme of continuing professional development, including feeding back to colleagues on any courses or conferences attended.
- To make recommendations on service development and governance.
- To be an active member of relevant special interest groups.
- To participate regularly in the evaluation of the effectiveness of intervention and models of service delivery, maintaining up to date knowledge of relevant clinical practice and research.
- To undertake specific departmental audit projects and contribute to departmental research where appropriate.

### **Research and Service Development**

- To participate in relevant audit activity within King's College Hospital NHS Foundation Trust.
- To participate in research initiatives in the relevant area.
- To publish and disseminate information which results from research and audit activity.

### **People Management and Performance**

- Lead, coach and manage the performance of the team in line with good people management practices. Ensuring excellence is recognised and underperformance is addressed.
- Participate in regular performance appraisal meetings and ensure each member of the team has a clear set of objectives and development plans.
- Ensure the team is compliance with all statutory, mandatory training together with any professional training requirements, ensuring they are up to date and fully compliant.
- Manage team absences including sickness in line with Trust policy ensuring the appropriate return to work meetings occur, e-roster is updated and productivity is at keep to the highest possible level.
- Identify and fill any vacancies that arise within the team in line with the Trust's recruitment policy and process.
- Identify talent and support the internal talent management process in order attract and retain and succession plan for your people.
- Review skills mix at regular intervals in order to identify any potential opportunities to maximise resource utilisation / allocation, ensuring job descriptions are kept up to date.

- Ensure overall wellbeing of the team is maintained. Continuously support in improving the morale of the team and implementing a culture of zero-tolerance for bullying and harassment.

## **General**

The post holder has a general duty of care for their own health, safety and wellbeing and that of work colleagues, visitors and patients within the hospital, in addition to any specific risk management or clinical governance accountabilities associated with this post.

- To observe the rules, policies, procedures and standards of King's College Hospital NHS Trust together with all relevant statutory and professional obligations.
- To live and role model the King's Values – we are a kind and respectful team.
- To observe and maintain strict confidentiality of personal information relating to patients and staff.
- To be responsible, with management support, for their own personal development and to actively contribute to the development of colleagues.
- This job description is intended as a guide to the general scope of duties and is not intended to be definitive or restrictive. It is expected that some of the duties will change over time and this description will be subject to review in consultation with the post holder.
- All employees must hold an 'nhs.net' email account which will be the Trust's formal route for email communication.

## **Safeguarding**

The Trust takes the issues of Safeguarding Children, Adults and addressing Domestic Abuse very seriously. All employees have a responsibility to support the organisation in our duties by:

- Attending mandatory training on safeguarding children and adults.
- Familiarising themselves with the Trust's processes for reporting concerns.
- Reporting any safeguarding child or adult concerns appropriately.

## **Infection Control Statement**

The post holder has an important responsibility for and contribution to infection control and must be familiar with the infection control and hygiene procedures and requirements when in clinical areas.

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These requirements are set out in the National Code of Practice on Infection Control and in local policies and procedures which will be made clear during your induction and subsequent refresher training. These standards must be strictly complied with at all times.

**PERSON SPECIFICATION**

**Senior Speech & Language Therapist, Band 6 (0.8 wte)**

	Essential	Desirable
<b>Education and Qualifications</b>		
BSc or recognised post graduate MSc or diploma in Speech and Language Therapy	X	
Registration with the Health Professions Council	X	
Postgraduate training in dysphagia	X	
Postgraduate training in communication disorders and aphasia therapy	X	
Prior attendance of a supervision course		X
Member of RCSLT		X
<b>Knowledge and Experience</b>		
Established experience with adult acquired and neurological disorders in an acute setting including managing your own caseload and using a range of assessment and therapy techniques	X	
Up to date knowledge of the Mental Capacity Act	X	
Experience of contributing to the successful running of a multidisciplinary team	X	
Previous involvement with audit / research		X
Previous experience of videofluoroscopy		X
Competent in tracheostomy management		X
Experience of student supervision and training		X

Experience of supervising junior staff		X
Experience of working in a rehab setting		X
Understanding of The Sentinel Stroke National Audit Programme (SSNAP) and the role of the Speech and Language Therapy team in capturing accurate data.		X
<b>Skills and Competencies</b>		
Excellent written and spoken communication skills and ability to communicate sensitive and complex information	X	
Collaborative and consultative skills within multidisciplinary working	X	
Band 5 competency in relation to assessment, treatment & management of acquired communication and swallowing problems	X	
Demonstrate ability to manage and prioritise a caseload autonomously, and liaise across teams and services as required	X	
Demonstrate ability to carry out relevant projects	X	
Good IT skills and experience of using computer based communication programmes	X	
Be highly motivated and flexible as needed	X	
A flexible approach to working patterns which will include participating in providing a 7 day week service	X	
Excellent auditory and perceptual skills	X	
Good presentation and teaching skills and ability to devise appropriate training and information packages		X