

Candidate Information Pack

Including Job Description & Person Specification



Croydon Health Services provides integrated NHS services to care for people at home, in schools, and health clinics across the borough as well as at Croydon University Hospital and Purley War Memorial Hospital.

CUH provides more than 100 specialist services and is home to the borough's only Emergency Department and 24/7 maternity services, including a labour ward, midwifery-led birth centre and the Crocus home birthing team.

Purley War Memorial Hospital (PWMH) in the south of the borough offers outpatient care, including diagnostic services, physiotherapy and ophthalmology services run by Moorfields Eye Hospital, alongside an onsite GP surgery.

Our experienced staff take care of people of all ages across the borough of Croydon.

We are a very close-knit and friendly organisation where everyone of our 3600 members of staff is valued. We strongly believe that our employees are our greatest asset.

Join us and be a part of the team that is making Croydon proud.



Our values

We will always be **professional**, **compassionate**, **respectful** and **safe**.

Professional

- Set ourselves very high standards and share best practice
- Keep our uniforms smart, and be professional and consistent in our approach
 - Work in partnership to best support our community's needs
 - Use resources wisely without compromising quality or safety

Compassionate

- Treat everyone as we would want to be treated ourselves
- Demonstrate kindness, dignity, empathy and compassion
- Make time for the people we are caring for, to understand their needs and wants
 - Organise our services to give people the best possible experience of care

Respectful

- Be courteous and welcoming, and introduce ourselves
 - Value the diversity and needs of everyone
- Always involve people in decisions about their care, listening to and respecting their wishes
 - Appreciate the contribution that staff from all backgrounds bring to our services

Safe

- Be open and honest in everything we do, sharing what we do well and admitting our mistakes, to constantly improve our care
 - Protect the confidentiality of those in our care and show sensitivity to people around us
- Feel free to raise concerns so we are always learning• Make time for training and development and support research so people always receive the highest standards of care.



JOB DESCRIPTION

JOB TITLE	Musculoskeletal Advanced Physiotherapy Practitioner
DIRECTORATE	Integrated Surgery, Cancer & Clinical Support Services
DEPARTMENT	Trauma & Orthopaedics (CIMSK – Community Integrated Musculoskeletal Service)
BAND	8a
RESPONSIBLE TO	Operational Manager
ACCOUNTABLE TO	Tyrone Gumbe/Nilufar Yasmin (managerially); Consultants (clinically): Mr Sarkhell Radha (Clinical Lead - Trauma & Orthopaedics)
RESPONSIBLE FOR	N/A

JOB SUMMARY

The post holder is a highly specialist autonomous Orthopaedic / Musculoskeletal (MSK) practitioner, responsible for the expert clinical assessment and management of patients with a range of musculoskeletal conditions, within a clinic setting, using a high level of clinical assessment, problem solving and decision-making skills.

They will carry out the triage of musculoskeletal referrals from Primary Care (GPs, FCPs, Physiotherapists and other allied health professionals) to T&O, in line with evidenced based pathways/ECI criteria ensuring the correct management strategy is adopted for each patient from receipt of referral.

They will be responsible for the assessment and management of both routine and complex pathologies including requests for supporting diagnostic tests and onward referral for specialist opinion, and form close working relationships with the Consultants and multi-disciplinary team (MDT). They will act as a clinical resource and management of patients may include the use of advanced skills, where appropriate, such as injection therapy, non-medical prescribing (NMP) and diagnostic ultrasound.

The role may include participation the Virtual Fracture Clinic. There may be future scope for listing for routine surgical procedures in liaison with the relevant orthopaedic consultants. 4 They will lead or be involved in the implementation of evidence based practice, research and audit. The post holder will provide specialist input into the Trust clinical governance agenda, influencing practice and innovation, to drive service development.



MAIN DUTIES AND RESPONSIBILITIES

Clinical and Professional

1. To triage referrals from GP and physiotherapy services for Croydon residents, who are presenting with a musculoskeletal pathology, selecting appropriate management with the use of evidenced based pathways ensuring the patient is directed to the correct service for management of their condition.
2. To provide expert clinical assessment for patients sometimes with highly complex needs in a clinical setting to form a diagnosis based on sound clinical reasoning and offer an immediate explanation of findings to the patient, and develop an on-going management strategy. This includes the exclusion of serious pathology and the need for urgent onward referral.
3. To be trained, or willing to undertake further training, in advanced clinical skills consistent with advanced practice such as injection therapy, non-medical prescribing and diagnostic ultrasound, ultrasound (US) guided interventions. To utilise these advanced skills, where appropriate, within the role.
4. To develop management plans in consultation with the patients, identify and request appropriate investigations and treatments e.g. physiotherapy, injections or other clinical interventions, onward referral deemed necessary.
5. To work alongside the MDT - Orthopaedic surgical team, Rheumatologists, Radiologists and Pain Team, Orthotics / Podiatry and Hand Therapy, conferring and referring clinical cases appropriately.
6. To use advanced theoretical and practical knowledge to refer onto secondary care consultants / relevant disciplines / back to GPs as appropriate, based on interpretation of the results of investigations and expert clinical assessment findings.
7. To articulate effectively the physiotherapeutic perspective on a patient's condition with medical colleagues and members of the MDT and negotiate when various patient management options are available.
8. To maintain accurate and up-to-date records of clinical consultations in the patients' medical records in line with the CIMSK Service standards and collect statistics on this activity.
9. To establish on going evaluation of the role of the Advanced Physiotherapy Practitioner position, the CIMSK service and audit the impact this has on Orthopaedic activity. To develop reports and feedback this information to the relevant stakeholders within the Trust and Commissioners.
10. To develop and maintain close liaison between the GPs, FCPs, Physiotherapy team, Orthopaedic surgical teams and Rheumatology, Pain and Radiology, and other relevant disciplines/external stakeholders involved with the management of this group of patients.
11. To maintain accurate and up-to-date records on patient treatment in line with The Chartered Society of Physiotherapy (CSP) and Health and Care Professions Council (HCPC) guidelines and standards for record keeping.
12. To communicate appropriate complex information effectively to patients and/or carers, from a multicultural, ethnically diverse population where there may also be medical barriers to their understanding (this may involve the use of interpreters and/or nonverbal communication aids). To inform them of the benefits and risks of suggested treatment options and to undertake this with groups or individuals.



13. To assess the treatment methods used across the Croydon and the wider South West London musculoskeletal outpatient services and related sub-specialties, and identify opportunities to develop in line with evidence based practice and clinical governance findings.

14. To set and maintain a high personal standard of work and ensure more junior and unqualified staff do the same, in order to teach them to monitor their standards.

15. To keep professionally up-to-date in clinical practice relating to patient care within the field of musculoskeletal outpatients and relevant sub-specialties.

16. To be an expert and have an excellent understanding of other clinical interventions that can be used in the management of musculoskeletal conditions, to maximise treatment benefit e.g. MRI or CT scans, injection therapy, non-medical prescribing (NMP), podiatry, EMG, orthotics etc. and work collaboratively with the other health professionals involved.

17. To make complex clinical decisions in the absence of the established guidelines.

Education, Training and Development

18. To participate in the recruitment, induction and training of new and/or rotational staff.

19. To use advanced clinical reasoning skills enabling the provision of formal clinical supervision/advice and guidance, specialist support within wider musculoskeletal pathway.

20. To be willing to undertake further training in advanced skills as the role of Advanced Clinical Practice evolves.

21. To contribute and maintain an input to national organisations, guidelines and strategies in association with musculoskeletal training and service delivery.

22. To actively contribute to multidisciplinary training programmes internal and external to Croydon Health Services NHS Trust.

23. To participate in appraisal in line with the Trust's appraisal policy.

Service Development / Research / Audit

24. To keep up to date with current research theories and technology relating to musculoskeletal and defined sub specialty.

25. To identify opportunities to improve the musculoskeletal sub-specialty services relevant to the post holder's role in order to provide the best possible patient care within available resources by using and developing one's management, knowledge and skills.

26. To work with the other directorates and stakeholders to make recommendations for improving the pathways of patients accessing the service.

27. To provide the Orthopaedic Clinical and Operational Lead/s with specialist advice and support on the planning and development of the service and assist in the implementation of changes to practice identified through this process.

28. To co-operate with developments arising from multi-agency/National Service Framework groups in relation to MSK and be willing to represent Advanced Physiotherapy Practitioners at these meetings.



29. To participate in the development and implementation of policies in the MSK / orthopaedic subspecialties relevant to the post holder's role.

30. To participate in the planning, development and evaluation of the MSK / orthopaedic related services, holding responsibility for defined projects in line with the Departmental Audit Calendar.

Health and Safety

31. To bring defects in equipment to the notice of the Clinical / Operational Lead and ensure that it is labelled "Out of Order".

32. To report any accident to patient or staff to the Clinical / Operational Lead / Clinic manager and fill in the appropriate incident form in accordance with the Trust's policy.

33. To comply at all times with the requirements of the Health and Safety regulations and the Trust's Health and Safety policy and procedures.

34. To follow safe working practice and have responsibility for the health, safety and welfare of others in the working environment.

35. To participate in the drawing up of Health and Safety regulations affecting the Musculoskeletal subspecialties relevant to the post holder's role.

36. To undertake individual patient clinical risk assessment prior to each clinical consultation and encourage more junior staff to do the same.

37. To be responsible for making a risk assessment of the workplace and ensuring that the Clinical / Operational Lead / Clinic Manager is informed of risks identified.

38. To undertake any other such duties as may be delegated from time to time as are consistent with the responsibilities of the grade.

39. To follow Trust approved Patient Group Directives (PGDs) for the administration of therapeutics, unless trained as an independent prescriber, in which case to follow the Trust NMP guidelines as per link and according to agreed scope of practice / competency in area of work:

<http://intranet.mayday.nhs.uk/search/pages/Results.aspx?k=Prescription%20pad&s=All%20Sites>

Efforts

40. To carry out assessment and treatment of patients using therapeutic handling skills which may involve high physical effort, including sustained postures and repetitive movement patterns.

41. To use therapeutic handling skills which require highly developed dexterity, co-ordination, palpation and sensory skills, and the use of specialist equipment in the management of patients.

42. To deal sensitively with patients and carers who are experiencing anxiety, fear or anger in response to their illness or condition that can result in altered lifestyle due to a wide range of physical, mental and social factors.

43. To deal with the risk of infection arising from contact with any body fluids or harmful material, such as infectious exudates, arising from the close interaction and effects of treatment.



GENERAL

1. To work in accordance with the Trust's Values to consistently demonstrate the behaviours required. The postholder is required to carry out his/her role in accordance with the organisation values, standards and behaviours, in a Professional, Compassionate, Respectful and Safe way.
2. To ensure that Croydon Health Services Trust's policies and procedures are adhered to.
3. To have responsibility for the Health, Safety and Welfare of self and others and to comply at all times with the requirements of the Health and Safety Regulations and the Trust's Health and Safety policies and procedures.
4. To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
5. To work in accordance with the Trust's policies to eliminate unlawful discrimination and promote equality and diversity in the workplace. To positively promote at all times equality of opportunity in service delivery and employment in accordance with Trust policies, regardless of age, disability, race, nationality, ethnic or national origin, gender, religion, belief, sexual orientation or domestic circumstances.
6. To adhere to the Trust Infection Control Policy, procedures and guidelines, and in particular practice strict hand hygiene at all times while carrying out clinical duties, in line with the responsibilities placed on employees by the Health Act 2006: Code of Practice for the prevention and control of healthcare associated infections (HCAs). The prevention and control of HCAs must be embedded into everyday clinical practice and applied consistently.
7. All clinical staff hold responsibility for ensuring they have sound knowledge of standard infection control precautions and that no omission on their part or within the sphere of their responsibility is detrimental to the interests or safety of their patients, visitors and colleagues. Clinical staff must keep their infection control knowledge and skills up to date by attending the Trust's mandatory infection control training, a record of which will be kept and information provided to line managers as required.
8. To comply with the Trust's Safe Guarding Children and Vulnerable Adults policies, procedures and protocols. All individual members of staff (paid or unpaid) have a duty to safeguard and promote the welfare of children, young people and vulnerable adults This will require you to:
 - Ensure you are familiar with and comply with the London Child Protection Procedures and protocols for promoting and safeguarding the welfare of children and young people.
 - Ensure you are familiar and comply with the Croydon Multi Agency Safeguarding Vulnerable Adults Pan London Procedures.
 - Ensure you are familiar and comply with local protocols and systems for information sharing.
 - Know the appropriate contact numbers and required reporting lines.
 - Participate in required training and supervision.
 - Comply with required professional boundaries and codes of conduct

NOTE:

- A child is someone under the age of 18 (this would include unborn children).
- A vulnerable adult is 'someone who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation' (this includes carers).



Copies of the Protocols and Procedures are available on the Trust Intranet under Child Protection. Staff are advised on how to access the appropriate contact numbers and the Protocols and Procedures when attending Safeguarding training. Updates and revisions are notified to all staff via 'What's New'.

- 9. To work within the HCPC Professional Bodies Code of Professional Conduct and Scope of Professional Practice.
- 11. Budget Holders are responsible for adherence to Standing Financial Instructions
- 12. Managers are responsible for adherence of maintaining expenditure within budget and addressing deviations from budget
- 13. To undertake such other duties as may be reasonably required from time to time as are consistent with the responsibilities of the post.

You are the difference –Staff Pledges

All staff are expected to demonstrate a considerate and respectful attitude.

I will always introduce myself to patients and other staff "Hello my name is"

If I see that someone looks like they need help, assistance or they look lost – I will always – Can I help you?

If I can't help you I will always ensure that I refer you to someone who can

If I see behaviour that is inappropriate I will feel empowered and supported to always challenge it

This job description is not an exhaustive document, but is a reflection of the current position. The job holder may from time to time be asked to undertake other reasonable duties. Any change will be made in discussion with the job holder in light of service needs.

Job Description Agreement

This job description can be updated annually as part of the personal development plan.

This job description has been updated and agreed by:

Current post holder :Date:

Line Manager:Date



Person Specification

JOB TITLE: Musculoskeletal Advanced Physiotherapy Practitioner

BAND: 8a

DEPT & LOCATION: Orthopaedics, CUH or Purley Hospitals, community sites

HEADINGS	ESSENTIAL	DESIRABLE	HOW TESTED
EDUCATION AND QUALIFICATIONS	Registered with Health Care Professions Council (HCPC)	Member of relevant special interest group	AI
	Degree or diploma in physiotherapy, or Allied Health Professional equivalent	Basic management course	AI
	Experience and education equivalent to master's level	MSc in Advanced Musculoskeletal practice/Advanced Clinical Practice recognition/on ACP pathway	AI
		Non-medical prescriber Injection therapy	AI
		Post grad certificate in MSK ultrasound	AI
EXPERIENCE	Previous Extended Scope Practitioner/Advanced Physiotherapist Practitioner position		AI
	Experience as a band 7 or equivalent clinical musculoskeletal physiotherapist		AI
	Highly specialist knowledge and experience of musculoskeletal and related disorders		AI
	Evidence of extensive postgraduate clinical training		AI
	Multidisciplinary team liaison		AI
	Management of other staff or students		AI
	Undertaken clinical audit, quality assurance projects or research into clinical effectiveness		AI
	Experience of teaching /presenting to wider/larger audiences		AI



<p>SKILLS/ ABILITIES</p>	<p>Expert autonomous advanced clinical practitioner</p> <p>Excellent time management & organisation skills</p> <p>Excellent team building and working skills</p> <p>Excellent clinical reasoning</p> <p>Excellent written & verbal communication skills</p> <p>Ability to speak to Consultants and GPs at an informed level</p> <p>Ability to work under Trust guidelines</p> <p>Excellent leadership & motivational skills</p> <p>Strong presentation skills IT skill: use of word, email/internet, power point, Excel IRMER trained</p>	<p>Evidence of appropriate advanced practitioner skills in or willing to undertake training in:</p> <p>e.g. Injection skills Diagnostic ultrasound Non-medical prescribing</p>	<p>AI</p> <p>AI</p> <p>AI</p> <p>AI</p> <p>AI</p> <p>AI</p> <p>AI</p> <p>AI</p> <p>AI</p>
<p>Other factors / Special circumstances</p>	<p>Keen to work at Croydon Health Services</p> <p>Self-driven & able to motivate others</p> <p>Enthusiastic Flexible/open minded Professional appearance, attitude and approach at all times</p> <p>Willing to expand into role</p>	<p>Record of initiating change</p>	<p>A</p> <p>AI</p> <p>AI</p> <p>AI I</p>

A= Application T= Test I=Interview

