
JOB DESCRIPTION

JOB DETAILS

JOB TITLE:	Specialist Physiotherapist (rotational)
BAND:	Band 6
HOURS:	37.5hrs (over 7 days dependent on service)
DEPARTMENT:	Haywood Hospital Therapies Portfolio services
LOCATION:	Haywood Hospital; Midlands Partnership Foundation Trust (MPFT)
REPORTS TO:	Clinical Leads
ACCOUNTABLE TO:	Clinical Lead/Service Manager

RESPONSIBLE FOR:

- Rotational post across specialist rehabilitation services including Specialised Rehabilitation Medicine, Stroke Rehabilitation, Integrated Community Stroke Service (ICSS) Team and Discharge to Assess Pathway 2 (D2A) based at Haywood Hospital or other locations.
- Working in partnership with Clinical and Operational Leads in implementing strategies for efficient and effective rehabilitation pathways in line with national standards.
- Responsible for ensuring the provision of high quality and effective care within the Haywood Hospital Therapies Portfolio Rehabilitation Services

WORKING RELATIONSHIPS

INTERNAL:	Clinical teams; Management and Operational Teams including Ward and Department Managers; Professional Leads
EXTERNAL:	NHS Trusts; D2A / Specialised stroke and specialised rehabilitation networks and national service organisations; Voluntary Organisations; Primary & Secondary Care Services; Service Users and their Families / Carers

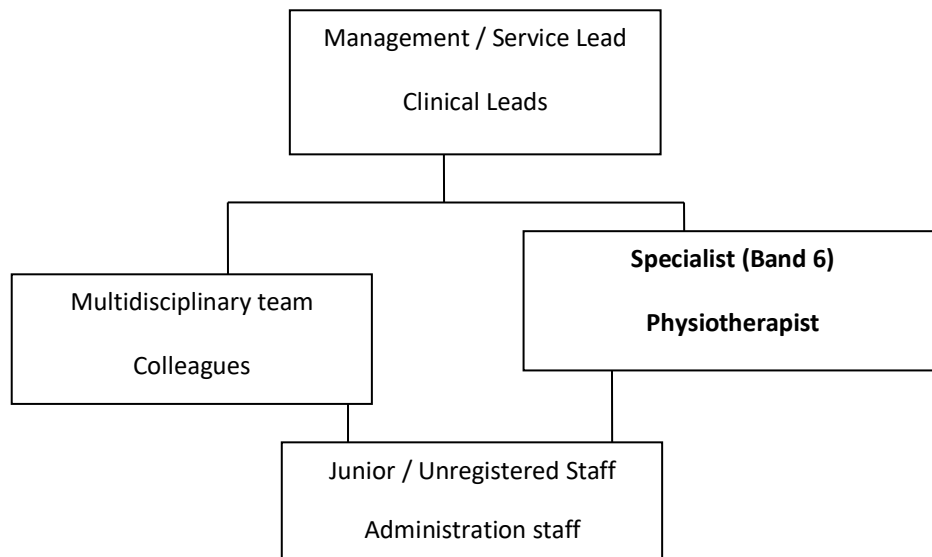
JOB PURPOSE.

Haywood Community Hospital Therapies Portfolio prides itself on the delivery of quality care to all patients (ward and community based), many with complex needs. All services promote the philosophy of self-care and the promotion of independence whilst offering rehabilitation and assessment. Our rehabilitation services encompass a wide range of specialist services, and the post holder will act as an autonomous professional as part of the Allied Health Professions (AHP) profession:

- Be competent as appropriate to the requirements of the role.

- Be a Specialist Physiotherapist and have a detailed professional and clinical rehabilitation knowledge within the services served. The post holder will be a specialist practitioner and may work across services and pathways; to support a quality led, seamless service to maximise the patient journey.
- Be responsible for a defined population of service users in a variety of settings across the Partnership Trust including the community and hospitals.
- To manage a defined complex caseload and work as an autonomous practitioner using evidenced based client centred principals to assess, plan, implement and evaluate interventions.
- Be skilled in the assessment of complex/specialist care & support needs and in the development, implementation and evaluation of care & support packages.
- To work closely with uni / multidisciplinary teams/agencies in addressing a range of care/support issues across the spectrum of conditions, managing timely hospital discharges; supporting life after discharge and improving the health and wellbeing of the population served.
- To undertake research and promote a research culture within the team and rehabilitation services.
- Have supervisory, training and leadership responsibilities where appropriate and will have some responsibility for team performance and service developments/improvements.
- To regularly supervise junior, unqualified members of staff and Physiotherapy students. To support students from other professions who work in the team.
- Demonstrate initiative and be creative in finding solutions to problems seeking innovation and service development as core elements to role.
- Work with the Clinical Leads / Management undertaking delegated tasks in team management.
- To undertake 7 day working / shift patterns within service specification as required across Trust sites including community working and lone working.
- The nature of the service will be determined by local service specifications.

ORGANISATIONAL STRUCTURE



KEY RESPONSIBILITIES

Clinical

- To adhere to and apply the Health and Care Professions Council's (HCPC) standards of proficiency and the Chartered Society of Physiotherapy Code of Members' Professional Values and Behaviour and all other relevant guidance from the Partnership Trust.
- To be professionally accountable and responsible for all aspects of own work.
- To establish and maintain effective working relationships both within the Partnership Trust and with external organisations in order to meet service requirements and support and demonstrate the Trust's equality values.
- To assess new service user referrals and care/support needs. Assesses service users and formulates, develops, implements and evaluates programmes of treatment /care/support for individuals, families and carers. The specialist care/support plans may include the following:
 - Promoting independence/self-management and maintaining safety
 - Increased functional ability
 - Improvement in health and wellbeing including mental health
 - Interventions in disease/condition management
 - Prevention and reducing of health inequalities
 - Admission avoidance
 - Early supported discharge
 - Case management/ treatment /care plans
 - Palliative and end of life care

- To use professional knowledge and judgement to take into account the range of care/support packages and treatment options available. To consider each service user's personal circumstances and preferences in order to implement and adjust programmes of care and intervention.
- To maintain and develop skills and knowledge to deliver a range of interventions and sets an example of good practice to other team members including skill sharing.
- To maintain sensitivity at all times to the emotional needs of the service user and their carers offering reassurance and empathy, in particular when imparting potentially distressing information. This may be in regard to the nature/prognosis of their condition and implications of the same
- To work with individuals and carers who may find it difficult to engage with the service or aspects of the service resulting in uncooperative or challenging behaviour that has to be managed.
- To use professional knowledge, skills and expertise when working in changing environments and across professional boundaries.
- To maintain contemporaneous and accurate records as required by the Partnership Trust and in line with professional standards (HCPC/CSP). Support identified team members giving guidance and direction where appropriate.
- To take responsibility for the safe use and transportation of equipment between locations. To work in non-purpose built rooms involving the necessity to move furniture, therapy equipment etc.
- To ensure that the skills of identified team members are appropriately deployed and staff with the relevant education, expertise and competence deliver that care.
- To deliver a high standard of intervention, whilst managing the demands of unplanned aspects of the role using innovative problem solving techniques.
- To provide advice, education and training to service users, carers and professionals regarding the management and care/support of service users.
- To take accountability for allocated assessments, planning and implementation of care packages/ programmes of support, within their caseload.
- To provide professional and clinical support and leadership to identified team members. Supports in identifying training needs of staff and encouraging practitioners to develop skills in:
 - Critical thinking and reflective practice
 - Excellence in practice
 - Specialist knowledge and research based practice

Supervision

- To provide and receive regular supervision in order to support the continuous professional development of self and others.
- To contribute to the process of induction for new team members and other disciplines, as appropriate.
- To identify own training/educational needs as part of the supervision and appraisal process. Attains and maintains an agreed level of expertise through ongoing training and development.
- To have people management skills which incorporate compassionate and appreciative leadership.
- To set workload priorities for self and oversee the workload of more junior team members and students as required.
- To provide training, undertake work-based assessments and supervision of pre-registration students, typically for periods of 4-12 weeks as required.
- To contribute to service/policy development through active membership on working parties or professional forums.
- To undertake tasks concerning the day-to-day organisation and operation of the team, working with the team leader as required.
- To set priorities to achieve a balance between service user needs, supervisory duties, (may include staff work allocation, sickness cover and annual leave) and staff training within resource limitations.
- In collaboration with the team leader and/or specialist establishes clear goals and standards for the team/service to maintain and improve the quality of care/support.
- To work with the Clinical Lead/ Specialist / Service / Professional Lead to identify clinical levels of expertise within the team, in order that talents, training and competences are identified and can be fully utilised.

Performance and Quality

- To collect and input statistical information as required within agreed timescales.
- To participate in and support the team in undertaking clinical audit.
- To contribute to, and actively promote the implementation, development and upholding of policies, procedures, guidelines and directives, along with relevant statutory measures and governmental directives.
- The post holder may be required to order stock or sign off expenses for staff.

JOB STATEMENT

The duties and role requirements are accurate at the time of creating this job description. However, it is anticipated that service developments may influence the role and require reasonable

change/adjustments commensurate with the role. The post holder must act within the limits of their competence and authority.

Infection Control
Maintain an up to date awareness of the infection control precautions relevant to your area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precautions and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance, such as that published by NICE.
Learning and Development
As an employee of the Trust, you have a responsibility to participate, promote and support others in undertaking learning and development activities. This includes a proactive approach to ensuring you meet the statutory/mandatory training requirements of your role, and engaging in PDC / appraisal processes in line with Trust policy and guidance.
Health and Safety
As an employee of the trust you have a responsibility to abide by the safety practices and codes authorised by the trust. You have an equal responsibility with management, for maintaining safe working practices for the health and safety of yourself and others.
Constitution, Competence and Capability
As an employee of the Trust you have a responsibility to promote and abide by the rights and responsibilities outlined in the NHS Constitution. You are additionally expected to adhere to Organisational/National/Regulatory Codes of Practice relevant to the role you are employed to undertake. At all times it is expected that you will limit the scope of your practice to your acquired level of competence and capability.
Dignity at Work Statement
Midlands Partnership NHS Foundation Trust is committed to treating all of our staff with dignity and respect. You are responsible for behaving in a way that is consistent with the aims of our Equality and Diversity Policy. This includes not discriminating unfairly in any area of your work and not harassing or otherwise intimidating other members of staff.
Safeguarding Children and Vulnerable Adults
All Trust employees are required to act in such a way that at all times safeguards (and promotes) the health and well-being of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training.

GENERAL RESPONSIBILITIES

You will be expected in your day to day activities to behave in a way that is clearly aligned to the Partnership Trust values of:

- People
- Empowerment
- Partnership

As a consequence you should appraise yourself of the expected behaviours as outlined within MPFT values and behaviours framework

Appraisal

You will actively participate in the annual appraisal process which sets personal objectives and provides a personal development plan to identify individual training and development needs. This is in addition to a requirement to attend all identified statutory/mandatory training.

Customer Service Excellence

You will demonstrate a commitment to provide customer focussed services and to continuously enhance the customer experience.

Raising Concerns

The Partnership Trust is committed to encourage a culture where it is safe and acceptable to raise concerns about poor or unacceptable practice and misconduct. All employees have a responsibility in line with the NHS Constitution, their professional code of practice (where applicable) and the values of the Partnership Trust to report genuine concerns when they are encountered.

Information Governance and Confidentiality

You may, during the course of your employment, receive and come into contact with information about the Trust, its service users, employees, contractors, and stakeholders much of which will be considered to be confidential.

You are required to maintain an appropriate standard of confidentiality. Any disclosures of confidential information made unlawfully outside the proper course of your responsibilities will be treated as a serious matter and dealt with under the Trust's Disciplinary Procedure, the outcome of which may lead to formal disciplinary action, including dismissal.

Upon leaving the organisation all information that you have obtained should be returned to your line manager. Your duty of confidentiality to the Trust, its service users, employees, contractors, and stakeholders shall remain after leaving employment with the Partnership Trust.

You must comply with all information rights legislation including the Data Protection Act 1998 and shall protect the personal data of your respective staff, clients and patients. In order to ensure information is handled appropriately and in line with the law you must follow all Partnership Trust policies, procedures and guidance in relation to information security, records management and information quality. You have a duty to maintain awareness of information governance requirements and, as part of this, are required to undertake information governance training. Failure to comply with these requirements may be treated as a serious matter and dealt with under the Trust's

Disciplinary Procedure, the outcome of which may lead to formal disciplinary action, including dismissal.

IM&T

As part of your role you may be expected to use various computer equipment and IT systems. If you are unable to use any aspect of IT, which you are required to use for your role, it is your responsibility to seek appropriate advice and support.

Data Quality

It is the responsibility of all staff whose jobs requires them to record information in the Partnership Trust Computer systems (e. g RIO and ESR) to ensure that the data entered into these systems is of high data quality and that information is recorded correctly and in a timely manner. Failure to adhere to this requirement could be considered a disciplinary matter.

Research Governance

The Partnership Trust manages all research in accordance with the requirements of Research Governance Framework. As an employee/contractor of the Partnership Trust you must comply with all reporting requirements, systems, duties and actions put in place by the Partnership Trust to deliver research governance.

Professional/Managerial Codes of Practice

You are expected to abide by the relevant codes of practice of the registering body for your profession and the NHS Code of Conduct for managers, if appropriate.

Policies

You will be required to abide by all policies of the Partnership Trust.

Risk Management

Patient, client and staff safety is paramount. You will promote a just and open culture to reporting of incidents and adverse events. In accordance with the Risk Management Strategy, you will participate, whenever required, with the risk management process. You will support line managers by attending mandatory and statutory training, completing incident/accident forms for every adverse event or near miss that occurs, report all defects and complaints, and communicate any dangerous situation of individuals potentially at risk.

You will promote a risk management culture within your working environment and ensuring participation and involvement of all staff, in line with the Partnership Trust's risk management strategy and policies.

You will identify potential risks that may impact on the Partnership Trusts ability to achieve its objectives, including details of risk likelihood, severity and impact, and record these details in the appropriate system and on the Partnership Trust Risk register.

Health and Safety at Work

Health & Safety is the responsibility of all staff and you are required to take due care at work, report any accidents or untoward occurrences and comply with the Partnership Trust Health & Safety Policy in order that it can fulfil its Health and Safety responsibilities.

You should be aware of current health and safety policies of the Partnership Trust and attend all mandatory health and safety training. You will maintain a safe working environment for patients, clients, visitors and employees. You must not willingly endanger yourself or others whilst at work

and safe working practices and safety precautions must be adhered to. Protective clothing and equipment must be used where appropriate.

You will comply with regular Health & Safety inspections with the Health and Safety Manager to ensure compliance with all current legislation. You must co-operate with those in authority and others in meeting the statutory requirements and in following policies and procedures. You are reminded that in accordance with the Health and Safety at Work Act 1974 you have a duty to take reasonable care to avoid injury to yourself and to others affected by your work activities.

Infection Prevention and Control

In accordance with the Health and Social Care Act 2010, you will actively participate in the prevention and control within the capacity of your role and act as a role model to all staff. The Act requires you to attend Infection Prevention and Control training on induction, regular updates as required in the Partnership Trust Training needs analysis policy and to take responsibility for the practical application of the training in the course of your work. Infection prevention and control must be included in any personal development plan or appraisal.

Safeguarding of Children & Young People

The Partnership Trust is committed to the Safeguarding of Children and Young People and has signed up to the Safeguarding Children Board Policy & Procedures to which you must be familiar with and adhere to. It is your responsibility to attend mandatory training with regard to child protection as per the Partnership Trust's Policy and Guidance.

Safeguarding Vulnerable Adults

It is the responsibility of all employees to safeguard vulnerable adults and to attend mandatory training. You must adhere to the Partnership Trust's Adult safeguarding policies and also Staffordshire & Stoke on Trent Interagency Adult Protection Procedures.

Alcohol & Drugs

Even small amounts of alcohol can impair work performance and affect the ability to deal with patients/clients and the public in a proper and acceptable manner. Consumption of alcohol during work hours is not permitted, neither is attending work already under the influence of alcohol or other substances.

Smoke Free Environment

All employees are required as a condition of their employment to be non-smoking whilst on duty. During any unpaid breaks in duty, such as the formal lunch break or a split shift, staff will be free to smoke but only provided the following conditions are observed:

- Smoking takes place away from the Partnership Trust premises, grounds and immediate environment; it is not acceptable for staff to congregate in groups to smoke out Partnership Trust premises and smoking will not be tolerated at entrances/exits to the Partnership Trust sites. Smoking "breaks" are not permitted under any circumstances i.e. smokers will not receive additional breaks to allow them to smoke.
- Any members of staff smoking in any location must not be identifiable as NHS employees. Employees wishing to smoke should ensure their uniforms are fully covered in all seasons.
- Smokers must give sufficient time for smoke smells/smells of tobacco to dissipate before returning to direct patient care.
- Staff who wish to quit smoking will be supported and encouraged to seek advice and assistance in doing so in order to comply with the requirements of this policy.

Counter Fraud

You are expected to comply with Partnership Trust counter fraud policies and procedures and to note the obligation, where appropriate, to inform and seek advice from the Local Counter Fraud Specialist.

Employees are expected to act in accordance with the standards laid down by their Professional Organisations and statutory standards where applicable and are expected to:-

Ensure that the interest of patients/clients remains paramount at all times.

Be impartial and honest in the conduct of their official business.

Use the public funds entrusted to them to the best advantage of the service, always ensuring value for money.

- Ensure that they **do not** abuse their official position for personal gain or to benefit their family or friends.
- Ensure that they **do not** seek to advantage or further private business or other interest, in the course of their official duties.
- Comply with all aspects of this policy and other Partnership Trust policies
- Consult with their line Manager if in any doubt.

Corporate Communications and Engagement

All staff, as part of their role and everyday duties, have a part to play in supporting the delivery of communications and engagement, whether it is through effecting good communications internally, delivering key messages externally, engaging with partners and the public or helping to gather good news.

Effective communications and engagement is not a separate task or discrete process carried out by a particular team, but a business imperative and the responsibility of every employee – as such it will form part of the appraisal process for all members of staff. The Partnership Trust will provide appropriate support to enable employees to develop a confident knowledge base of the organisation and proactively undertake communications and engagement on services and Partnership Trust priorities.

Security

You have a responsibility to ensure the preservation of NHS property and resources and will take all reasonable steps to ensure your own personal security and that of colleagues and patients/clients.

The duties outlined in the job description are not intended to be exhaustive lists. The duties and responsibilities may be amended following consultation with you. All job descriptions will be reviewed annually as part of the annual appraisal process

Job Description Agreement

I declare that I have read the Job Description and Person Specification

Job Holder Name:



Midlands Partnership

NHS Foundation Trust

A Keele University Teaching Trust