

## Clinical Job Description and Person Specification

Thank you for considering a role at [Cambridge University Hospitals NHS Foundation Trust](#), which includes Addenbrooke's and the Rosie Hospitals.

### **About Us**

The Trust is one of the largest and busiest hospitals in the country and is a leading clinical and academic centre with a national and international reputation for excellence. Recognised as providing 'outstanding' care to our patients and rated 'Good' overall by the Care Quality Commissioner, is testament to the skill and dedication of the people who work here. It is their teamwork, energy, commitment and imagination that make us one of the best hospitals in the UK.

### **Our Values**

The Trust's philosophy is to keep the patient at the heart of everything we do and we expect staff to uphold our values of **Together - Safe, Kind, Excellent** at all times. The Trust's Values and Behaviour Standard is attached to this job description; it provides more information about the type of behaviour we expect and love to see, and those we do not want to see. In considering whether to apply for the post you should consider whether you understand and feel able to live our Values.

### **Supporting you to be the best you can be**

The Trust is committed to bringing the best out of its employees. We want everyone who works here to enjoy job satisfaction and feel proud to be an employee of the Trust. Each pay band has a set of Performance Standards which explains the level of competency and standard of delivery required to perform the role, you can download the performance standard for this post with the application pack. The Trust is committed to providing on-going feedback, development and an annual appraisal discussion.

### **Your Health and Well-Being**

As a world leading healthcare organisation, CUH is a champion of good health and is committed to providing a smoke free campus to protect its staff, patients and visitors. Smoking is not permitted on the CUH campus and all employees must comply with the requirements of the CUH No Smoking Policy and support the processes and practices in place in relation to patients and visitors.

Your health and well-being are important to us. If you have any concerns about a health condition or disability that you have please read the Job Description and Person Specification carefully to ensure that you would not be putting yourself at risk.

We offer an extensive staff benefits package, including, childcare, flexible-working schemes and the NHS pension scheme along with a range of facilities that includes on-site sport and leisure facilities. Do visit our website for more information about working at CUH and living in Cambridge: [Working for us](#)

### **Submitting your application**

Please read this job description thoroughly before submitting your application. As well as meeting the essential requirements of the person specification, be sure that you can demonstrate commitment to our Values, teamwork, reliable attendance, dedication and the ability to show compassion, care and respect to our patients, visitors and colleagues.

We recommend that you download the 'Information for Applicants - Completing your application' document which provides further details about how to complete each section of your application form and further information about the application process.

<b>Job title:</b>	<b>Senior Young Adult Hip Physiotherapist MSK Outpatients 0.6 WTE Orthopaedic Inpatients 0.4 WTE</b>
<b>Band:</b>	<b>6</b>
<b>Hours of work:</b>	<b>37.5</b>
<b>Location:</b>	<b>Physiotherapy</b>
<b>To whom responsible:</b>	<b>Physiotherapy Service Co-managers YAH APP</b>
<b>Job summary:</b>	<p><b>To participate in the Band 6 MSK Hip Service which involves working within the Young Adult Hip Service. Providing a high standard physiotherapy service to patients with neuromusculoskeletal Hip (MSK) problems.</b></p> <p><b>To work within the Orthopaedic team, looking after a mix of post-op presentations alongside the Young Adult Hip Orthopaedic Service.</b></p> <p><b>To work within Cambridge University Hospitals NHS Foundation Trust neighbouring Clinics, e.g. local Community locations.</b></p>

**Key duties and responsibilities:**

**JOB STATEMENT**

To perform advanced specialist physiotherapeutic assessment and treatment of patients with diverse neuro-musculoskeletal hip presentations and complex physical and psychological conditions, to provide a diagnosis, develop and deliver an individualised treatment program.

To hold responsibility for own caseload and be responsible for a defined area of the service or a particular patient type, working unsupervised.

To undertake all aspects of clinical duties as an autonomous Practitioner.

To supervise, educate and assess the performance of Physiotherapy Students, this would be to a graduate standard and involve working with universities to ensure the standard of practice and teaching meets the standards set by the degree level qualification.

To undertake evidence-based audit and research projects to further own and team's clinical practice within MSK and ORTHO. Make recommendations to clinical lead for changes to practice by the team. May lead implementation of specific changes to practice or contribute to service protocols.

## **SPECIFIC DUTIES AND RESPONSIBILITIES:**

### **CLINICAL**

Be professionally and legally accountable for all aspects of own work, including the management of patients in your care.

Undertake a comprehensive assessment of patients including those with diverse or complex presentations / multi-pathologies; use advanced clinical reasoning skills and manual assessment techniques to provide an accurate diagnosis of their condition and/or problems.

Formulate and deliver an individual physiotherapy treatment program based on a specialist knowledge of evidence based musculoskeletal practice and treatment options acquired through experience and post-graduate specialist courses. Use musculoskeletal specific clinical assessment and testing, reasoning skills and knowledge of treatment skills, e.g. manual physiotherapy techniques, acupuncture, manipulation, patient education, exercise classes, electrotherapy techniques and other alternative options.

Where appropriate provide working diagnosis, formulate accurate prognoses and recommend best course of intervention.

Evaluate patient progress, reassess and alter treatment programs when required.

Where appropriate plan and lead regular classes independently, e.g. hydrotherapy, gym sessions, rehabilitation exercise groups, etc.

Understand and be acutely aware of significant medical observations during assessment and treatment of patients and be able to report significant changes in patients' conditions to the appropriate medical professional, e.g. GP, Consultant, etc.

Work within trust clinical guidelines and CSP guidelines to have a good working knowledge of national and local standards and monitor own and others quality of practice as appropriate.

Be responsible for the safe and competent use of all electrotherapy equipment, gym equipment and patient appliances and aids by patients.

Assess and lead Physiotherapy Assistants, junior Therapists and students in safely moving and handling patients.

Actively participate in the weekend and twilight Orthopaedic Physiotherapy Service as required.

### **Out of Hours Physiotherapy Service**

Treat any other patients listed for weekend priority physiotherapy as required.

### **COMMUNICATION**

Be responsible for maintaining accurate and comprehensive patient treatment records in line with Chartered Society of Physiotherapy (CSP) standards of practice and departmental guidelines.

Use a range of verbal and non-verbal communication tools to communicate effectively with patients to explain and progress treatment programs. This will include patients who may have difficulty understanding or communicating. For example patients may be depressed, deaf, blind, agitated, or may be unable to accept their diagnosis.

Similarly be able to effectively and appropriately give clear explanations of treatments, plans and conditions to family and carers of patients to ensure cooperation with treatment programs.

Use persuasion, motivation and negotiation skills to encourage patients and be able to enable families and carers to encourage and support patients in their treatment.

Assess patient understanding of treatment proposals, gain valid informed consent and have the capacity to work within a legal framework with patients who lack capacity to consent to treatment.

Be able to communicate confidently and effectively to large groups of people, instructing, motivating and encouraging safe exercise, providing one-to-one supervision and advice where necessary, e.g. pre-operative clinic; back class; leg class and hydrotherapy.

Communicate clearly and concisely, verbally and in writing with colleagues and external agencies when handing over care of patients, enabling smooth discharge and onward referral where appropriate.

When working in the ward setting, represent the physiotherapy service and/or individual patients at multi-disciplinary team meetings, to ensure the delivery of a coordinated multi-disciplinary service and integrate physiotherapy treatment into the treatment programme. This will include discussion of patient care, patient progress and involvement in discharge planning with individuals and in meetings.

## **EDUCATION AND TRAINING**

Be an active member in the in-service training program by attendance at in-service training sessions, tutorials, individual training sessions, external courses and peer review.

Participate in the staff appraisal scheme as an appraisee and be responsible for complying with your agreed personal development program to meet set base level knowledge and competencies.

Be responsible for maintaining own competency to practice through CPD activities, and maintain a portfolio which reflects personal development.

Maintain and develop current knowledge of evidence based practice in hip conditions and orthopaedics, developing specialist knowledge of assessment skills, clinical reasoning, particular conditions and patient types.

Undertake evidence-based projects and develop improvements to service delivery and clinical practice. Make recommendations for change to the team lead or superintendent.

Undertake the measurement and evaluation of your work and current practices through the use of audits and outcome measures either individually or with more senior members of staff.

Attend mandatory training relating to manual handling, basic life support, fire and risk assessment.

Be responsible for teaching and assessing student physiotherapists to graduate level on physiotherapeutic skills and knowledge within core clinical areas.

Teach, assess and contribute to the performance assessment and appraisal of newly qualified physiotherapists and physiotherapy assistant staff. In particular undertake competency training for junior members of staff to work at weekends on Orthopaedic Wards.

Lead and deliver teaching to groups of junior staff, the Musculoskeletal Team and when necessary the department, regarding areas of special interest and following post-graduate courses.

## **ORGANISATIONAL**

Be responsible for the supervision and co-ordination of junior staff, students and assistants on a daily basis.

Ensure that your own practice and that of staff under your supervision meet the required professional standards of physiotherapy practice.

Participate in the development of best clinical practice including provision and revision of current best practice guidelines and protocols.

Initiate service developments (i.e. through audits, classes and patient information leaflets).

Deputise for the team leader in their absence, taking responsibility for operational management of the team, allocating and organising the work of junior and assistant staff to meet service priorities on a daily basis.

Delegate work suitable to be carried out by Physiotherapy Assistants and evaluate the patients' progress via monitoring of the patient and supervision of the Physiotherapy Assistant.

Be responsible for organising and planning own caseload to meet service and patient priorities, readjusting plans as situations change / arise.

Ensure patients that are discharged have statistics completed and that appropriate onward referrals are written and sent promptly. Where appropriate discharge letters to GPs and Consultants must also be written.

## **SUPPORTING INFORMATION**

### **Weekend service**

This post-holder will contribute to the orthopaedic (non-respiratory) weekend service weekend services and require the suitable ward competency level (purple) to achieve this. Undertake the assessment and treatment of adult and paediatric orthopaedic patients, who may have a complex presentation and maintain associated records as an autonomous practitioner. Working hours are 08.30 - 16.30 hours. Weekend shifts are rostered with an entitlement to unsocial hours pay and days off.

### **Twilight service (Extended working hours on Orthopaedic from 08:30am- 9pm Monday – Friday. With one person rostered each week to work between 10am – 9pm, Monday to Friday)**

Evening shift pattern with time in lieu accrued where working over 37.5 hours. The Physiotherapist undertaking out of hours work will carry an identified bleep and must be able to respond to unpredictable work patterns and frequent interruptions.

### **Key Duties and Responsibilities**

Prior to participating in the out of hour's rota:

To undertake training and competency assessment in those aspects of orthopaedic physiotherapy.

To undertake the required training and achieve competence during the first rotation in the hospital.

Having achieved competence to practice undertake quarterly competency follow-up training.

### **Having achieved competence:**

To undertake the assessment and treatment of orthopaedic patients who may have a complex presentation, and to maintain associated records, as an autonomous practitioner.

To undertake, the assessment and treatment of prioritised first day post-operative patients on the orthopaedic wards.

To formulate, evaluate and re-assess individualised physiotherapy management and / or treatment plans, using clinical reasoning skills and utilising a wide range of treatment skills and options in order to formulate a programme of care.

To demonstrate the ability to communicate complex and sensitive information in an understandable form to seriously ill patients, carers and other staff.

To be able to manage potentially stressful, upsetting or emotional situations in an empathetic manner, including but not limited to those in critical care areas.

### **Exemptions**

- By individual agreement with the manager of Physiotherapy Services.

## **SUPPORTING INFORMATION**

Hip Service- The Young Adult Hip Service at Cambridge offers a comprehensive multidisciplinary team service, treating a wide range of hip conditions in adults from age 17 and above. Including but not limited to: FAI, Hip Dysplasia, Perthes, AVN, SUFE, and Tendinopathies of the hip and pelvis.

The Young adult hip service at Cambridge offers comprehensive surgical and non-surgical care for a wide variety of routine and complex hip problems. Our surgeons and MDT are internationally renowned and have published regularly in a variety of high-ranking academic journals and deliver lectures and research at international conferences.

**General Compliance:**

1. To comply with all Trust Policies and Procedures, with particular regard to
 

- Risk Management	- Health & Safety	- Information Governance
- Confidentiality	- Data Quality	- Freedom of Information
- Equal Opportunities	- No Smoking	- Being Open: a duty to be candid
2. All staff have a responsibility to comply with the current infection prevention and control policies, procedures and standards and ensure they have received training on infection prevention and control issues including hand hygiene and received refresher training appropriate to the job role. All staff should practice and encourage appropriate hand hygiene and act professionally to ensure the hospital environment is clean, safe and tidy.
3. To perform your duties to the highest standard with particular regard to effective and efficient use of resources, maintaining quality and contributing to improvements.
4. To follow all the Trust Security policies and procedures and be vigilant to ensure the safety and secure environment for care.
5. All staff that have access to or transfers any data are responsible for those data, it must be kept secure and they must comply with the requirements of the Data Protection Act 2018 and the General Data Protection EU Directive (GDPR). All data must be kept in line with the Trust's policies and procedures. Data includes all types of data i.e. patient, employee, financial, electronic, hard copies of printed data or handwritten data etc.
6. The post holder is responsible for data quality and complying with the policies, procedures and accountability arrangements throughout the Trust for maintaining accuracy and probity in the recording of the Trust's activities.
7. The Trust is committed to carefully screening all staff who work with children and vulnerable adults. If this applies to this post, the appointment will be subject to a satisfactory Disclosure and Barring Service disclosure (formerly the CRB disclosure) of the appropriate Level.
8. All staff will receive training on Child Protection -Safeguarding Children Policies and Procedures as part of Induction and receive refresher training appropriate to the job role; this will equip the post holder with the knowledge of what you will need to do if you have concerns about the welfare of a child/young person under aged 18.
9. Participate in an annual Appraisal and Development Review meeting and ensure you are meeting the Trust's Performance Standard for the post.
10. CUH is a smoke free campus. All employees must comply with the requirements of the No Smoking Policy and support the processes and practices in place in relation to patients and visitors
11. To uphold the Trust Values and Behaviours standard.
12. Perform any other duties that may be required from time to time.

**Every post holder can make a difference to a patient's experience. You will come across patients as you walk around the hospital; we rely on all our staff to be helpful, kind and courteous to patients, visitors and each other.**

This job description may be altered to meet changing service needs, and will be reviewed in consultation with the post holder.

# Our Trust values and behaviours

Values	Behaviours	Love to see	Expect to see	Don't want to see
<b>Safe</b> I never walk past, I always speak up	Safety	Shares lessons learned to help others to improve safety.	Always follows agreed safety and wellbeing procedures. Learns from mistakes and asks for help if they need it.	Shows a lack of focus on safety and wellbeing in their day-to-day work.
	Raising concerns	Encourages others to raise concerns about safety or attitude.	Speaks up every time standards on safety, care or dignity are not met. Welcomes feedback.	Keeps concerns to themselves, and rejects feedback about their own behaviour.
	Communication	Seeks ways to enhance understanding of information being communicated to meet people's needs.	Keeps people informed and gives clear explanations in ways people can understand.	Doesn't give people the information they need. Uses jargon inappropriately.
	Teamwork	Encourage others to contribute and demonstrates better ways of working within and across teams.	Works as part of a team. Co-operates and communicates with colleagues. Values other people's views.	Excludes others and works in isolation.
	Reassuringly professional	Is constantly aware that what they say and do affects how safe other people feel.	Is calm, patient and puts people at ease. Takes pride in their own appearance and our environment.	Passes on their negativity/stress. Is critical of other teams or colleagues in front of others. Displays unprofessional appearance.
<b>Kind</b> I always take care of the people around me	Welcoming	Goes out of their way to make people feel welcome.	Is polite, friendly, makes eye contact, smiles where appropriate and introduces themselves. 'Hello my name is...'	Ignores or avoids people. Is rude or abrupt, appears unapproachable/moody.
	Respectful	Applies a broader understanding of the diverse needs of patients/colleagues. Supports others to be themselves.	Treats everyone as an equal and valued individual. Acts to protect people's dignity.	Ignores people's feelings or pain. Makes people feel bullied, belittled or judged.
	Helpful	Thinks about the needs of others. Goes the 'extra mile' for other people.	Is attentive and compassionate, helps people who need help, or finds someone who can. Never walks by.	Makes people feel like a burden: 'It's not my patient / job / problem'.
	Listen	Makes time to listen to people even when busy.	Listens to people in an attentive and responsive manner.	Disinterested, dismissive or talks over people.
	Appreciate	Goes out of their way to make people feel valued for their efforts and achievements.	Encourages people's efforts. Notices when people live up to our values, says thank you.	Doesn't notice or appreciate people's efforts.
<b>Excellent</b> I'm always looking for a better way	Aiming high	Their positive attitude inspires others to achieve the highest levels of quality.	Always aims to achieve the best results.	Accepts mediocrity or moans without looking for solutions.
	Improving	Helps others to find creative solutions to problems and shares good practice.	Suggests ideas for better ways of doing things and looks for opportunities to learn.	Resists change: 'we've always done it this way'.
	Responsible	Shows enthusiasm and energy to achieve excellent results.	Takes responsibility and has a positive attitude.	Avoids responsibility. Blames or criticises others.
	Timely	Always respects the value of other people's time.	Is on time, efficient, organised and tidy. Apologises and explains if people are kept waiting.	Misses deadlines or keeps people waiting, without explanation/apology.
	Makes connections	Helps others to understand how services connect.	Thinks beyond their own job and team to make things easier for people.	Focuses on their own department needs to the detriment of the people they serve.

**Post Title: Senior Rotational Physiotherapist**

**Band 6**

**Department: Physiotherapy**

**How evidenced:** **A** = Application Form    **I** = Interview    **T** = Test

<b>Factors</b>	<b>Essential Criteria</b>	<b>How Evidenced</b>	<b>Desirable Criteria</b>	<b>How Evidenced</b>
<b>1 Qualifications</b>	<ul style="list-style-type: none"> <li>- Diploma / Degree in Physiotherapy (or equivalent)</li> <li>- State Registration</li> <li>- Evidence of relevant postgraduate level education / CPD</li> </ul>	A	<ul style="list-style-type: none"> <li>- Membership professional body, e.g. The Chartered Society of Physiotherapy or Professional network</li> <li>- Member of relevant specialist interest group</li> </ul>	A
<b>2 Experience</b>	<ul style="list-style-type: none"> <li>- Experience working as a Band 5 in a broad range of specialities including, Elderly Care, Neurological, Orthopaedics and Musculoskeletal conditions</li> <li>- Experience of working as part of a Physiotherapy team and/or MDT</li> <li>- Contributing to clinical education of less experienced staff or assistants</li> </ul>	A	<ul style="list-style-type: none"> <li>- Band 6 Musculoskeletal or Orthopaedic experience</li> <li>- Experience in supervising students</li> <li>- Experience of working in a Community setting</li> <li>- Experience in conducting formal presentations</li> </ul>	A
<b>3 Knowledge</b>	<ul style="list-style-type: none"> <li>- Good knowledge of diagnosing and managing musculoskeletal hip conditions</li> <li>- Good knowledge and understanding of Orthopaedic hip preservation procedures</li> <li>- Ability to pass on knowledge to others</li> </ul>	A	<ul style="list-style-type: none"> <li>- Specialist interest in Hip conditions</li> </ul>	

<b>4 Skills</b>	<ul style="list-style-type: none"> <li>- Excellent interpersonal skills</li> <li>- Committed to personal and team development</li> <li>- Ability to work independently and manage own caseload</li> <li>- Ability to pass on skills to others within both formal and informal environments</li> <li>- Administrative and computer skills</li> </ul>	A	<ul style="list-style-type: none"> <li>- Evidence of participation in research / audit</li> </ul>	A
<b>5 Additional Requirements</b>	The ability to understand and behave at all times, towards patients, visitors and colleagues according to the Trust values of <b>Safe, Kind, Excellent.</b>	I/A	<ul style="list-style-type: none"> <li>- Able to travel within the region, e.g. to Ely</li> <li>- To be willing to work flexible hours</li> </ul>	I

## Information for Applicants - Terms and Conditions of Employment

This information is a summary of the main terms and conditions for pay, annual leave, hours and pension that is governed by the NHS Terms and Conditions of Service Handbook.

### Pay

The advertisement provided the information about the pay band for this role. All pay bands have a minimum and maximum point with opportunity for progression to the next pay step point when a minimum length of service has been reached. This is subject to meeting expected levels of performance. For more information about Agenda for Change Pay please visit:

<http://www.nhsemployers.org/your-workforce/pay-and-reward/pay/agenda-for-change-pay>

New entrants to the NHS will normally commence on the minimum point of the pay band. Only in exceptional circumstances where the employee has considerable relevant experience to the post can a higher starting salary be considered. If a current NHS employee applies for a post at a higher band they move onto the higher band receiving a promotional increase in accordance with NHS Terms and Conditions. Current NHS employees transferring on the same pay band retain the same salary.

### Pay Progression

Employees will receive progression to the next pay step point (where available) subject to meeting expected performance and compliance requirements. If you are an existing NHS employee applying for a role on the same band, progression will be awarded in accordance with the Trust's current ADR and Pay Progression policy. If you are new to the Trust or are applying for a promotion, progression will be awarded in accordance with the new national framework agreement.

### Hours

Full time is 37.5 hours per week and is in accordance with the working patterns/rota patterns within the ward/department. These may be changed from time to time depending upon patient / service needs. If the post you have applied for is part time, the salary will be calculated pro rata to 37.5 hours. If you are required to work nights/weekends/public holidays you will receive the appropriate unsocial hour's enhancements.

### Annual Leave Entitlement

This is dependent on complete years of NHS service.

Years NHS service	Annual leave entitlement per year
0-5 years completed NHS service	<b>202.5 hours</b> (based on 27 days x 7.5 hrs per day) plus public holidays (pro rata for part time)
5-10 years completed NHS service	<b>217.5 hours</b> (based on 29 days x 7.5 hrs per day) plus public holidays (pro rata for part time)
Over 10 years completed NHS service	<b>247.5 hours</b> (based on 33 days x 7.5 hrs per day) plus public holidays (pro rata for part time)

### Pension

Employees are automatically enrolled onto the NHS Pension Scheme upon commencement. There is both an employer and an employee financial contribution to the pension scheme, with the employee contribution ranging from 5% to 14.5% depending upon your salary. New employees will receive a detailed information pack on commencement. For further information about the scheme and how to opt out following commencement, please visit [www.nhsbsa.nhs.uk](http://www.nhsbsa.nhs.uk)