

JOB DESCRIPTION

1. JOB DETAILS

Job Title:	Highly Specialist Physiotherapy Practitioner / Team Leader (Pelvic Health)
Reports to:	MSK & Pelvic Health Therapy Co-Ordinator
Accountable to:	Therapy Manager
Grade:	B7
Unit/Department:	Therapy Department
Location:	Bradford Teaching Hospitals NHS Foundation Trust - Various Sites

2. JOB PURPOSE

To provide day-to-day line management, to a team of staff, in a hospital setting.

To plan and co-ordinate workloads and activities for a designated area, making adjustments on a daily basis as required.

To assess, develop and implement physiotherapy treatment utilising specialist theoretical knowledge and relevant practical experience within pelvic health.

To undertake lead responsibility of the supervision, training and appraisal of assistant practitioners, unqualified staff, peers and colleagues of specialist and physiotherapy practitioner grades and physiotherapy students.

Working without direct supervision using own initiative to interpret operational policies and procedures.

To undertake all aspects of clinical duties as an autonomous practitioner, working within the ethical framework provided by the rules of professional conduct.

To perform advanced physiotherapeutic assessment of patients with diverse presentations, to provide a diagnosis and develop and deliver an individualised treatment programme.

To work alongside the Band 8 Clinical Lead, to be the main people initiating and co-ordinating changes to working practice and service delivery.

3. JOB DIMENSIONS

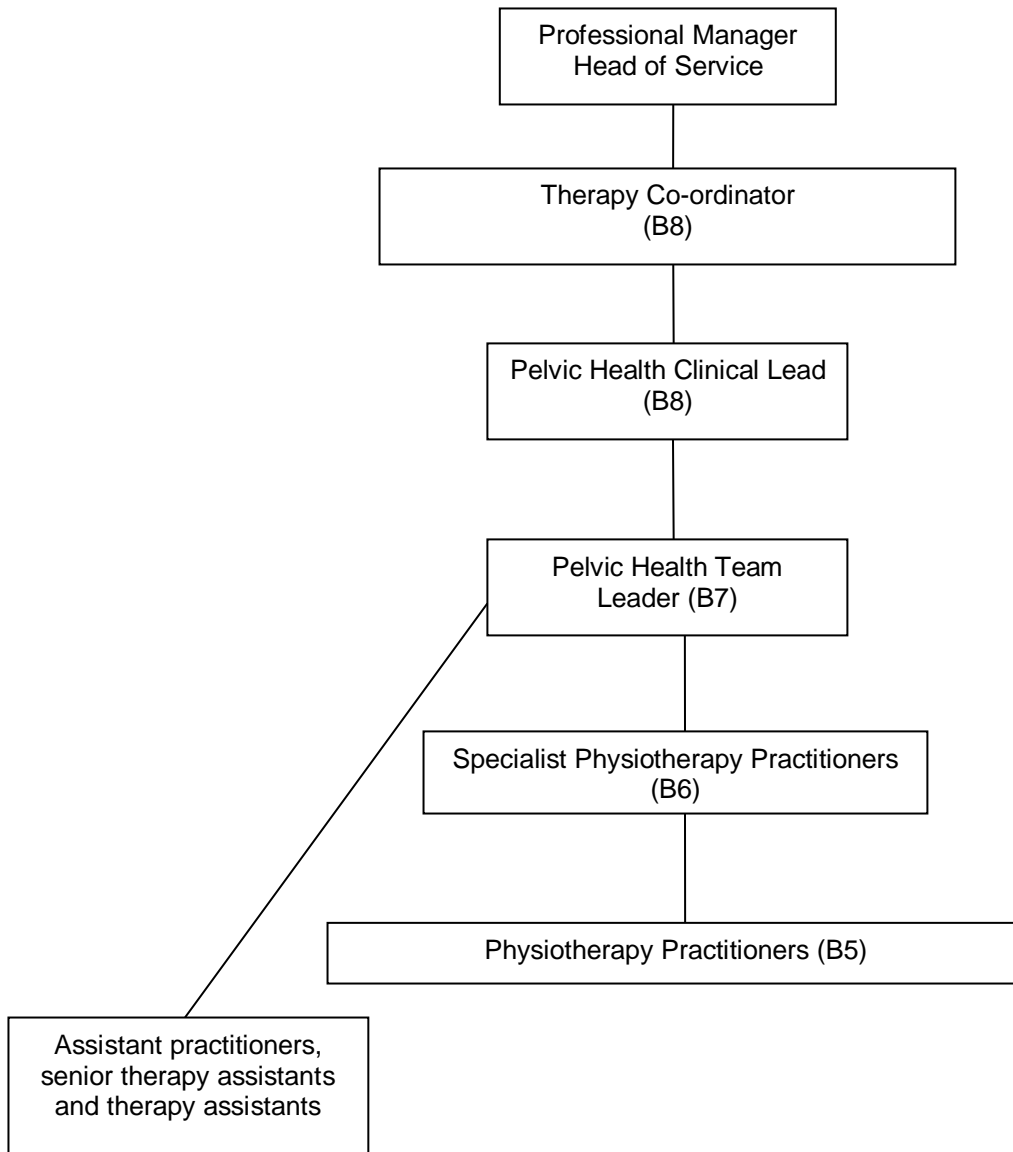
The postholder will be required to lead a team.

The postholder will have day to day management responsibility for the Pelvic Health physiotherapy team, including specialist physiotherapy practitioner grade staff (B6) and below.

The postholder will have the lead responsibility for co-ordinating the education of specialist physiotherapy practitioner grade staff (B6) and below.

There are no direct budgetary responsibilities, however there is a requirement that the postholder will promote the safety, maintenance and optimum role of physical resources at all times within the designated area.

4. ORGANISATIONAL CHART



5. KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

See attached person specification form.

6. PRIMARY DUTIES & AREAS OF RESPONSIBILITY

Clinical Practice

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

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

Formulate and deliver an individual physiotherapy treatment programme based on a specialist knowledge of evidence based practice and treatment options using clinical assessment, reasoning skills and knowledge of treatment skills e.g. manual physiotherapy techniques, patient education, exercise classes, electrotherapy techniques and other alternative options.

To take lead responsibility for the day to day management of patient workloads, and the delivery of specialist physiotherapy assessment and treatment plans for designated groups of patients.

Formulate accurate prognoses and recommend best course of intervention, developing comprehensive discharge plans.

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.

Use a range of verbal and non-verbal communication tools to communicate effectively with patients to progress rehabilitation and treatment programmes. This will include patients who may have difficulties in understanding or communicating. For example, patients may be dysphasic, depressed, deaf, blind or who may be unable to accept diagnosis.

To ensure team-members evaluate their own workloads, and progress treatment and programmes of care as required.

To ensure that clinical risk is assessed and managed by team members both of individual patients and the environment.

Work within trust clinical guidelines, The Health & Care Professionals Council (HCPC) standards and Chartered Society of Physiotherapy (CSP) guidelines and to have a good working knowledge of national and local standards and monitor own and others quality of practice as appropriate.

When working in the community and domiciliary settings, work as a lone practitioner with telephone support from a clinical co-ordinator if required.

To be responsible for maintaining accurate and comprehensive patient treatment records in line with HCPC & CSP standards of practice, and local documentation standards. This may be with an electronic patient record.

Represent physiotherapy service and/or individual patients at the multi-disciplinary team meetings, to ensure the delivery of a co-ordinated multidisciplinary service, and integrate physiotherapy treatment into the treatment programme. This will include discussion of patient care, patient progress and involvement in discharge planning.

To be responsible for the safe and competent use of all equipment and patient appliances and aids.
To ensure that staff/assistants attain competency prior to use, and training records are completed and maintained.

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

To participate in Patient and Public involvement initiatives as appropriate and required.

Leadership/Management

To supervise and monitor individual team members patient records according to professional and the physiotherapy service standards.

To be responsible for teaching 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 specialist physiotherapy practitioners grades (B6) and below.

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

Be responsible for the day to day management of specialist physiotherapy practitioner grades and below on a daily basis.

To be responsible for organising and planning own and team's caseloads to meet service and patient priorities, making adjustments on a daily basis as situations change or arise.

Education

Maintain and develop current knowledge of evidenced-based practice in the areas of Pelvic Health Physiotherapy management, developing highly specialist knowledge of particular conditions and patient types.

Be an active member of the in-service training programme by attendance at, and participation in, in-service training programmes, tutorials, individual training sessions, external courses and peer review. This is in the context of physiotherapy specific education and facilitating education across our MDT.

Be responsible for the safe and competent use of medical devices, ensuring patients are instructed in correct and safe use and are aware of the risks and benefits of using specific devices.

Research

To prepare new or revised clinical practise protocols.

To utilise research findings and evidence to inform practice.

To undertake surveys and audits as necessary to evaluate own and peer's work.

To participate in research and development activity as required

Lead the implementation of the measurement and evaluation of work and current practices through the use of evidence based practise projects, audit and outcome measures, either individually or with more senior staff.

Other

To monitor the team's compliance with professional codes of practice, departmental and Trust policies, procedures and guidelines including health and safety requirements.

Such other duties at a comparable level of responsibility, as may normally be agreed with the job holder.

Professional Registration

To ensure that continuing professional development is achieved in line with the Registering Body's requirements ensuring your registration is maintained.

Health and Safety/Risk Management

The jobholder must comply at all times with Bradford Teaching Hospitals NHS Trust Health and Safety policies, in particular by following agreed safe working procedures and reporting incidents using the Trust's Risk Incident Reporting System.

Equality and Diversity

The jobholder is required to abide by the Trust's policies and procedures and to actively support the Trust's commitment to equality and diversity in both employment and the delivery of services. All patients, staff and visitors must be treated equitably, with dignity and respect taking into account their race, gender, ethnic origin, age, disability, sexuality etc".

Training and Personal Development – Continuous Professional Development

The jobholder must take responsibility in agreement with his/her line manager for his/her own personal development by ensuring that Continuous Professional Development remains a priority. The jobholder will undertake all mandatory training required for the role.

Patient and Public Involvement

All staff will be expected to comply with S.242 of the NHS Act 2006.

Respect for Patient Confidentiality

The jobholder should respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role.

Environment and Sustainability

All employees have a responsibility to promote sustainability and carbon reduction within the Foundation Trust adhering to our Sustainable Development Strategy and therefore ensuring that all our business is conducted in a sustainable manner

Infection Prevention and Control

All employees have a personal responsibility to comply with Trust and departmental Infection Prevention and Control policies to protect their own health, the health of patients, visitors and other employees and to prevent health care associated infections. This includes a requirement to maintain a safe, clean and tidy work environment and to complete mandatory Infection Prevention and Control Training as provided by the Foundation Trust. All clinical staff must ensure rigorous and consistent compliance with standard infection control precautions including Hand hygiene, dress code and use of personal protective equipment and other clinical care policies and protocols applicable to infection prevention and control. Employees are required to challenge poor performance or poor practice in relation to infection prevention and report any breaches using relevant Trust procedures such as the Incident reporting system.

Safeguarding Children and Adults

All employees have a responsibility to safeguard and promote the welfare of children and adults including but not limited to patients, members of the public and colleagues. The postholder will be responsible for ensuring they undertake the appropriate level of training in accordance with our safeguarding policy training strategy and that they are aware of and work within the safeguarding policies of the Trust which are available on the Trust intranet pages

7. COMMUNICATION & WORKING RELATIONSHIPS

- a) *Working as part of a team with more senior and junior qualified staff, assistants and students in specific service areas.*
- b) Liaising and communicating with the wider physiotherapy staff group.
- c) Liaising and communicating with specialist medical staff including consultant and GP specialist staff and other healthcare professionals as appropriate.
- d) Communicating with patients in specialist service areas.

8. SPECIAL WORKING CONDITIONS

- a) The postholder will be required to travel between different hospital sites.
- b) Subject to the prior agreement of the Head of Therapy you may engage in private practise.

Any private practice you may undertake must not diminish the level of service expected from you by the Trust in carrying out your duties.

Bradford Teaching Hospitals NHS Foundation Trust is part of the West Yorkshire Association of Acute Trusts (WYAAT), a collaborative of the NHS hospital trusts from across West Yorkshire and Harrogate working together to provide the best possible care for our patients.

By bringing together the wide range of skills and expertise across West Yorkshire and Harrogate we are working differently, innovating and driving forward change to deliver the highest quality care. By working for Bradford Teaching Hospitals NHS Foundation Trust this is your opportunity to be a part of that change.

WYAAT is the acute sector arm of the West Yorkshire and Harrogate Health and Care Partnership, one of the largest integrated care systems in the country. The Partnership's ambition is for everyone to have the best possible health and wellbeing, and the work of WYAAT, and each individual trust, supports that ambition.

10. JOB DESCRIPTION AGREEMENT

Jobholder's Signature:_____ **Date:**_____

Head of Department's Signature:_____ **Date:**_____

Head of Department's Job Title:_____

Terms and Conditions:

You will be appointed on Agenda for Change Terms and Conditions

1. Probationary Period

New employees appointed to Bradford Teaching Hospitals NHS Foundation Trust covered by Agenda for Change Terms and Conditions (whether on a fixed term or substantive basis) are subject to a probationary period. The length of your probationary period is dependent on your length of contract as detailed in the table below. During this time you will be required to demonstrate to the Trust your suitability for the position in which you are employed. This period may be extended at the Trust's discretion and is without prejudice to the Trust's right to terminate your employment before the expiry of the probationary period. In the event that a decision is taken to terminate your contract of employment during or at the end of your probationary period, you will be entitled to a notice period in line with the statutory timescales, which for employees with less than one year's service is one week.

Length of Contract	Probationary Period
Substantive	6 months
Fixed Term for 12 months or more	6 months
Fixed Term for 6 – 12 months	3 months
Fixed Term for less than 6 months	1 month

Probationary periods do not apply to internal moves/transfers and promotions

2. Pension Scheme

New starters to the Foundation Trust will be auto-enrolled into the NHS Pension Scheme subject to qualifying criteria at the appropriate contribution rate. Contribution rates can be found at www.nhsbsa.nhs.uk/member-hub/cost-being-scheme.

The employer contribution rate is 20.68%.

Employees who are not eligible to join the NHS Pension Scheme will be auto-enrolled into an alternative scheme subject to qualifying criteria.

3. Annual Leave

The leave entitlement for this job is *262.5* hours, pro rata (inclusive of bank holidays).

The annual leave year runs from 1 April to 31 March.

Your leave entitlement will rise to *277.5* hours, pro rata after 5 years NHS Service and to *307.5*, *pro rata* hours after 10 years NHS Service (inclusive of Bank Holidays).

4. Health Screening

The post is subject to health screening, as appropriate to the post.

5. Special Conditions

The postholder may be required to work irregular hours on occasions in order to satisfactorily fulfil the requirements of the post.

6. Sickness Absence

Employees absent from work owing to illness will be entitled, subject to the conditions of the agreement and appropriate certification, to receive

sick pay in accordance with the Department of Health Agenda for Change agreement (which may be varied from time to time by the NHS Negotiating Council). For details of the sick pay scheme please access the "Agenda for Change" staff Terms and Conditions via the Department of Health Website www.nhsemployers.org , or the HR Pages of the Trust Intranet.

The Foundation Trust is a NO SMOKING Employer - Smoking will not be permitted on Foundation Trust premises and grounds, and there will be no provision made for employees who wish to smoke.

General Data Protection Regulations

All members of the staff are bound by the requirements of UK Data Protection legislation and any breaches of the legislation or of the confidential nature of the work of this post could lead to dismissal.

Disclosure and Barring Service

Please note that this post may be subject to a criminal records check from the Disclosure and Barring Service.

For certain roles the check will also include information held on the DBS's children and adults barred list, together with any information held locally by police forces that is reasonably considered to be relevant to the applied for post.