



## SWANSEA BAY UNIVERSITY HEALTH BOARD

### JOB DESCRIPTION

<b>Job Title</b>	Specialist Physiotherapist (static post)
<b>Pay Band</b>	6
<b>Hours of Work and Nature of Contract</b>	To be completed on recruitment
<b>Division/Directorate</b>	Neath Port Talbot & Singleton Service Group
<b>Department</b>	Community Resource Team
<b>Base</b>	To be completed on recruitment
<b>ORGANISATIONAL ARRANGEMENTS:</b>	
<b>Managerially Accountable to:</b>	Head of Physiotherapy Service/Intermediate Care Manager
<b>Reports to:</b>	Specialist Physiotherapist/Team Manager
<b>Professionally Responsible to:</b>	Head of Physiotherapy Service/Intermediate Care Manager
<b>Our Values</b>  In this Health Board we aspire to be driven by our values; where every person that works for us, regardless of their role, is expected to demonstrate the values of "caring for each other", "working together" and "always improving".	

## **Job Summary/Job Purpose:**

- Manage a defined caseload within the specialty, using evidence based /client centred principles to assess, plan, implement and evaluate interventions, maintaining associated records.
- Provide a high standard physiotherapy service to the specialist caseload.
- Perform advanced physiotherapeutic assessment of patients with diverse presentations and complex physical and psychological conditions to provide a diagnosis and develop and deliver an individualised treatment programme.
- Provide leadership for junior staff, as agreed with senior staff.
- Deputise for the Senior Physiotherapists in their absence as required.
- Supervise Physiotherapy students on clinical placements.
- Participate in CPD and develop skills and knowledge through participation in the in service training scheme.
- Undertake lone working as required.

## **DUTIES/RESPONSIBILITIES:**

### **Communication & Relationship Skills**

- Establish rapport with the client before applying other professional skills.
- Communicate complex sensitive information in an understandable form to patients and carers where the skills of motivation, persuasion, empathy and re-assurance are required.
- Communicate effectively with other members of the Physiotherapy Service and multi-disciplinary team both formally and informally.
- Share acquired knowledge and skills with members of the multi-disciplinary team, peers, students and others using a variety of teaching

### **Knowledge Training & Experience**

- Hold a qualification enabling registration with the Health Professions Council (HPC) as a Physiotherapist.
- Adhere to the CSP/HPC Code of Ethics, Professional Conduct and Standards of practice.
- Understand the requirements of national standards e.g. NICE, NSF
- Use/ apply complex specialist skills underpinned by advanced theoretical knowledge of professional practice in order to establish professional competence and fitness to practise as a Specialist Physiotherapist.
- Demonstrate highly developed dexterity, coordination and palpatory senses for assessment and manual treatment of patients
- Maintain a professional portfolio for CPD recording learning outcomes through participation in internal and external development opportunities.
- Be aware of professional developments in assessment and intervention and contribute to the development of good practice within service area.
- Maintain and develop current knowledge of evidence based practice, developing specialist knowledge of particular conditions and patient types.
- Have satisfactorily completed a range of core band 5 rotations in a variety of

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specialities.

## **Analytical & Judgemental Skills**

- Undertake all aspects of clinical duties as an autonomous practitioner.
- Demonstrate confidence and skill to use reflective practice and identify personal strengths and areas for development.
- Demonstrate the ability to acknowledge limitations in own practice and seek help to develop professional competence/practice
- Work autonomously to undertake physiotherapy assessments for a designated caseload within this setting addressing physical performance and skills deficits by diagnosing the client's problem using analytical skills to formulate solutions.
- Make judgements involving complex facts/ situations requiring analysis/ interpretation and comparisons of a range of therapeutic options in order to decide on the best course of intervention and accurate prognosis and comprehensive discharge plans.

## **Planning & Organisational Skills**

- Plan and prioritise own client workload to meet service and patient priorities. Readjusting plans as situations/changes arise.
- Formulate and deliver an individual physiotherapy treatment programme based on sound knowledge of evidence based practice and treatment options using clinical assessment, reasoning skills and knowledge of treatment skills.
- Participate in multi-disciplinary team meetings, contributing to decisions with regard to patient care.
- Plan and organise of a number of complex activities/ intervention programmes which require the formulation / adjustment of plans.
- Work with other agencies to contribute to the discharge process by communicating the discharge requirements of clients on own caseload.
- Comply with departmental policies and procedures to ensure the smooth running of the service, and to communicate any problems or discrepancies to line manager immediately.
- Play an active role to initiate, plan and implement induction, training and education of junior physiotherapists, students and support staff in this setting.
- Be responsible for the management of own caseload within a defined area of the service working without direct supervision.
- Undertake any other duties as requested by the Team Lead/Head of Service.

## **Responsibility for Patient/ Client Care**

- Be clinically competent to provide advice and treatment to individuals with diverse healthcare needs
- Undertake comprehensive physiotherapy assessments for a designated caseload, addressing physical deficit.
- Be professionally and legally accountable for all aspects of your own work, including the management of patients in your care.
- Work with clients to identify physiotherapy/therapy goals as part of the overall care plan.

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- Plan and implement individual and/or group interventions, in collaboration with the client, using graded activity to achieve therapeutic goals.
- Develop specialised programmes of care using specialised approaches and models of practice.
- Monitor and evaluate treatment in order to measure progress and ensure effectiveness of the intervention and record outcomes for all clients on caseload, audit outcomes and share with peers and members of MDT.
- Respect the individuality, values, cultural and religious diversity of clients and contribute to the provision of a service sensitive to these needs.
- Participate in the physiotherapy on call and weekend rota as per physiotherapy service policy

## **Clinical Governance**

- Demonstrate a sound understanding of clinical governance and its application to the delivery of physiotherapy

## **Responsibility for Policy/ Service Development**

- Implement policies within defined parameters, and proposes and contributes to changes in working practices/ procedures for own area.
- Attend staff/ team meetings as directed.
- Follow the standards of practice for Physiotherapy and ensure that minimum requirements are met (CSP, Health Board, departmental and service specific).
- Follow Health Board, Locality, Directorate, Physiotherapy Service and professional policies, protocols and guidelines.
- Demonstrate an awareness of specific national policies/ legislation/ guidelines pertinent to role.
- Contribute to service developments as required.

## **Responsibility for Financial & Physical Resources**

- Responsible for the sale of Physiotherapy goods appropriate to the area.
- Ensure safe use of equipment in intervention programmes, be responsible for the security of equipment and report any shortfalls maintenance requirements to line manager.
- Adhere to Jointly Agreed Protocols with local authority partner agencies with regard to the provision of intervention and equipment
- Maximise the use of available resources to the benefit of client care.
- Exercise good personal time management, punctuality and consistent reliable attendance.

## **Responsibility for Human Resources**

- Assist in co-ordinating the activities of more junior/ support staff in the treatment of clients on caseload.
- Participate in the induction, training, mentoring and education of students and other staff in this setting.
- Participate in the band 6 In service training Programme and competency

framework.

- Undertake the supervision and appraisal of more junior/support staff as agreed with senior member of staff.
- Contribute to the supervision and education of work experience placements
- Assist in the supervision and assessment of Physiotherapy students on clinical placement within the Health Board
- Review and reflect on your practice and performance through effective use of professional and operational supervision and appraisal.

### **Responsibility for Information Resources**

- Ensure that up to date written and electronic records and activity data are maintained in accordance with Professional and Health Board standards.
- Undertake audit of clinical information using research methodology

### **Responsibility for Research & Development**

- Participate in the planning, evaluation and audit of practice, clinical pathways, standards and protocols within your area.
- Work with senior physiotherapist to identify own learning needs, acknowledging previous experience and personal skills
- Be actively responsible for maintaining own CPD and having an up-to-date personal portfolio.
- Demonstrate the ability to critically evaluate current research and apply to practice
- Participate in local audit, research and development appropriate to area.
- Continue to develop research skills as appropriate to area.
- Demonstrate active membership of CSP and/ or Special Interest Group to support current evidence based practice.

### **Working Conditions**

- Frequently undertake some activities single-handedly e.g. 1:1 sessions, home assessments.
- Frequent exposure to unpleasant conditions e.g. verbal abuse, bodily fluids, unpleasant smells.
- Use of own car to undertake visits in the community with or without the patient.
- Undertake lone working e.g. emergency on call duties, home visits and community clinics.
- Participation on 7 day rota is part of this post

### **Physical/Mental/Emotional effort**

- Frequent repetitive movements for physiotherapeutic techniques
- Frequent manual/therapeutic handling of equipment and people
- Intense concentration for frequent extended periods through the day when assessing treating and re-evaluating patients/assimilation and analysis of complex clinical information
- Ability to alter/reprioritise schedule at short notice and tolerate frequent

interruptions

- Frequent exposure to distressing circumstances.
- Lone working

<b>PERSON SPECIFICATION</b>			
<b>ATTRIBUTES</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>Qualifications and/or Knowledge</b>	<p>Diploma/Degree in Physiotherapy</p> <p>Professional Registration with HPC</p> <p>Evidence of CPD maintained in a portfolio including attendance at recent postgraduate courses relevant to the clinical fields in rotations</p>	Membership of the Chartered Society of Physiotherapy (CSP)	Application form and pre employment checks
<b>Experience</b>	<p>Substantial broad range of experience as a Band 5 physiotherapist in a NHS rotational physiotherapy post</p> <p>Involvement in CSP Special Clinical Interest Group or examples of evidence to prove clinical interest/development appropriate to the band 6 rotational role</p> <p>Experience of working as part of a physiotherapy team and/or multi-disciplinary team</p> <p>Student or physiotherapy assistant supervision</p> <p>Contributing to clinical education of less experienced staff or students or assistants</p> <p>Knowledge of the workings of community physiotherapy services and intermediate care services and pain management services</p> <p>Involvement in audit, research and understanding quality issues</p>		Application form and interview
<b>Aptitude and Abilities</b>	<p>Evidence of remaining up to date with professional practice and new research</p> <p>Understand the legal responsibilities of the profession</p> <p>Excellent communication skills</p>	Supervision of other staff e.g. assistants /technical	Interview

	<p>Ability to organize, prioritise and delegate</p> <p>Understanding of clinical governance and its implications for services, including experience of quality issues and audit</p> <p>Ability to comprehend and work within the Health Boards policies of data protection, equal opportunities and health and safety and meet the differing needs of the patients</p> <p>Ability to keep accurate and legible patient notes</p> <p>Able to carry out moderate to intense physical effort throughout the working day and carry out concurrent activities</p> <p>Ability to cope working in a stressful environment and with emotional or aggressive patients or carers</p> <p>IT skills</p>	<p>instructors</p> <p>Ability to speak Welsh</p>	
<b>Values</b>	Can demonstrate SBU values		Application Form Interview References
<b>Other</b>	<p>Able to work independently and as part of a team.</p> <p>Flexible approach to work</p> <p>Availability for on call and weekend working</p> <p>Reliable, motivated and enthusiastic</p> <p>Problem solving/analytical ability</p>		Application form and interview



## **GENERAL REQUIREMENTS**

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.

- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **General Data Protection Regulation (GDPR):** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Regulation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment on any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have \* direct / indirect contact with\* patients/service users/ children/vulnerable adults in the course of your normal duties. **You will therefore be required to apply for a Criminal Record Bureau \*Standard / Enhance Disclosure Check as part of the HB/Trust's pre-employment check procedure. \*Delete as appropriate. If the post holder does not require a DBS Disclosure Check, delete as appropriate.**
- **Safeguarding Children and Adults at Risk:** The organisation is committed to safeguarding children and adults at risk. All staff must therefore attend Safeguarding Children & Adult training and be aware of their responsibilities under the All Wales Procedures.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and

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Procedures.

- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.





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