

<b>Job Title</b>	: Team Lead Physiotherapist - Paediatric Liver Disease
<b>Department</b>	: Physiotherapy
<b>Care Group / Directorate</b>	: PRUH and South Sites
<b>Band / Grade</b>	: 7
<b>Responsible to</b>	: Physiotherapy Clinical Lead - Paediatric
<b>Accountable to</b>	: Head of Physiotherapy
<b>Number of direct reports</b>	: 1-3
<b>Budgetary Responsibility</b>	: Efficient use of resources
<b>Location</b>	: Denmark Hill

King's College Hospital NHS Foundation Trust is one of the UK's largest and busiest teaching Trusts with a turnover of £1 billion, 1.5 million patient contacts a year and around 15,000 staff based across 5 main sites in South East London. The Trust provides a full range of local hospital services across its different sites, and specialist services from King's College Hospital (KCH) sites at Denmark Hill in Camberwell and at the Princess Royal University Hospital (PRUH) site in Bromley.

King's is committed to delivering Sustainable Healthcare for All via our Green Plan. In line with national Greener NHS ambitions, we have set net zero carbon targets of 2040 for our NHS Carbon Footprint and 2045 for our NHS Carbon Footprint Plus.

Our values at King's, are that we're a kind, respectful team;

Kind. We show compassion and understanding and bring a positive attitude to our work

Respectful. We promote equality, are inclusive and honest, speaking up when needed

Team. We support each other, communicate openly, and are reassuringly professional

The trust-wide strategy Strong Roots, Global Reach is our Vision to be BOLD, Brilliant people, Outstanding care, Leaders in Research, Innovation and Education, Diversity, Equality and Inclusion (EDI) at the heart of everything we do. By being person-centred, digitally-enabled, and focused on sustainability, we can take Team King's to another level

King's is dedicated to embracing the broad diversity of our staff, patients and communities and stand firmly against all forms of prejudice and discrimination. This includes, but is not limited to, racism, ableism, homophobia, biphobia, transphobia, sexism, ageism, religious discrimination, and any other prejudiced behaviour that undermines the rights, wellbeing and identity of our staff, and patients.

As part of our commitment to EDI, we have five staff network groups that represent and advocate for staff:



## **Job Summary**

- To ensure the provision of a high quality, evidence-based, physiotherapy service to paediatric patients with Liver Disease under the care of Child Health at King's College Hospital.
- To deliver physiotherapy for paediatric patients with Liver Disease in both an inpatient and outpatient clinic setting
- To provide a regional and national physiotherapy service as part of the supra-regional paediatric liver unit at King's College Hospital.
- To provide specialist physiotherapy support to colleagues in shared care hospitals within the UK and Europe.
- To use highly specialist physiotherapy knowledge and skills to manage own complex caseload, as an autonomous practitioner.
- To lead and manage own team and to supervise, teach and develop staff and students to meet individual and service needs.
- To deputise for the Physiotherapy Clinical Lead when necessary
- To take part in the on call/weekend rota.

Staff may be required to work across multiplesites dependent on the needs of the service. This includes both static and rotational posts

This post requires a flexible approach to working and may require the post holder to work as part of a rota'd seven day working pattern as necessary

## **Key Working Relationships**

Medical professionals

Patients/Families/Carers

Liver Specialist Nurses/MDT

Administrators

Higher Education Institutions Students

Other Healthcare providers & Trusts Social

Workers

Local and national community services

Surgeons

Pharmacists

Physiotherapists

## **Main Duties and Responsibilities**

### **CLINICAL AND PROFESSIONAL**

#### **Patient Care**

- To be responsible for the efficient, effective and safe management of all patients referred to their service.

- To receive referrals, undertake full assessment and independently plan individual, specialised, evidence-based, treatment programmes for patients appropriately depending on the physiotherapist's diagnosis, using clinical reasoning and a variety of highly specialist skills.
- To carry a designated clinical caseload including highly complex and diverse patient groups and prioritise that work efficiently, taking into account clinical and service priorities using highly specialist knowledge to underpin decisions.
- To provide individual patient equipment as required, such as, walking aids, splints and supports. To issue such equipment with due regard to safety of the equipment, and in line with legal, national and local guidelines.
- To be professionally and legally responsible and accountable for all aspects of own work, and of the team, including management of clinical risk, knowledge of indications and precautions of chosen techniques in line with national and trust clinical guidelines, protocols and pathways where they exist.
- To use recognised outcome measures to evaluate the effect of the physiotherapy interventions and ensure that treatment programmes are progressing appropriately.
- To advise, guide and teach Assistant, Band 5 and Band 6 physiotherapy staff, in assessment and management of patients with a wide range of paediatric neurological conditions and related problems.
- To develop new working practices and local guidelines and keep abreast of new techniques in relation to the management of the patients in this specialty particularly in line with any national guidance.
- To lead on production of clinical guidelines and local policies ensuring evidence-based, implemented and audited.
- To provide guidance and advice to other professions and bodies involved in the provision of paediatric liver services and to the patients and their carers.
- To be an active member of the on-call, weekend duty rotas, and extended hours as required, and cover of statutory and public holidays including working as a lone physiotherapy practitioner at night.
- To deliver physiotherapy in different locations, according to the requirements of the post e.g inpatient wards; outpatient clinics. To work in some situations, as a lone practitioner.
- This post requires a flexible approach to working, and requires the post holder to be an active member of the weekend duty rotas, and cover of statutory and public holidays.

## **Communication**

- To be able to persuade and motivate patients through effective communication skills.
- To be highly skilled in communicating with children of all ages and abilities including those with learning difficulties and/or challenging behaviour.
- Provide patients, families and other carers with specialist advice or instruction to promote the understanding of the aims of physiotherapy and to ensure consistent patient management, including the use of specialist equipment, such as special seating or orthotics.
- To provide and receive information from patients, carers and other professionals regarding a patient's condition and treatment progress. This will include the sharing and receiving of some complex and/or sensitive information.
- To communicate effectively with patients and carers to maximize rehabilitation potential and to improve understanding of the condition which will require the appropriate response to the patients' level of communication, facilitating the best possible communication outcome e.g. use of interpreters.
- To develop and maintain close working relationships with other members of the team, ensuring appropriate attendance at ward rounds, multi-disciplinary meetings and case conferences, including occasional organisation of the latter.

- To provide recommendations of clinical management and highly specialist advice to the MDT and external organisations.
- To develop and maintain close working relationships with physiotherapy colleagues (particularly adult neurological and respiratory physiotherapists in King's), referring clinicians and other appropriate professions and agencies in the provision of paediatric services.
- To be integral in discharge planning including liaison with staff in referring hospitals or community staff, to which patients are discharged for further rehabilitation, providing timely discharge reports.
- To take an active part in departmental meetings.
- To ensure open lines of communication within own team and guide junior staff in effective communication skills.
- To be responsible for local management of informal conflicts, disagreements and complaints.
- To represent the department and profession at trust-based working groups and provide highly specialist knowledge to those groups.
- To develop best practice at Kings through liaison with other regional specialists and other relevant groups and networks. To effectively liaise and network with colleagues in other Trusts for the benefit of patients and the service
- To represent the Trust at regional events or meetings e.g. Association of Paediatric Chartered Physiotherapists

## **MANAGEMENT AND ADMINISTRATION**

### **Information Management**

- To maintain comprehensive, accurate and timely patient notes and records in accordance with department policy, and to ensure safekeeping and confidentiality of those records and records in current use by the physiotherapy team
- To keep comprehensive records of activity in accordance with local and national requirements, using departmental IT software systems as required
- To review and interpret activity records to inform planning and service delivery within paediatric outpatients
- To ensure staff are aware of appropriate outreach services available for patients, by investigating and documenting services e.g. community services.
- To maintain comprehensive and accurate patient notes and records in accordance with departmental policy and to ensure the safe keeping and confidentiality of these records.
- To keep comprehensive records of activity in accordance with local and national requirements.
- To ensure that accurate diary templates are maintained for the outpatient team, liaising closely with the administration team to keep up to date with any changes in the template
- To prioritise referrals received within the physiotherapy service, using advanced level of knowledge to underpin decisions, and to ensure that more junior physiotherapists are trained to prioritise appropriately.
- To book appointments for patients in the absence of reception support
- To write physiotherapy reports in line with local, trust and national guidelines and legal reports if required
- To use computer skills to support role, including EPIC, Word, Excel, Powerpoint, e- mail

### **Human Resources Management**

- To deputise for the Clinical Lead Physiotherapists.
- To have an active role in effective team working in the physiotherapy & multi- disciplinary paediatric departments, leading, assisting and supporting other team members.

- To lead, coach and manage the performance of the team in line with good people management practices. Ensuring excellence is recognised and underperformance is addressed.
- To supervise and assist team members (Band 6 and Band 5 physiotherapists and assistants) in maintaining an appropriate case-mix and workload.
- To be responsible for the standard of physiotherapy carried out by physiotherapy qualified staff and assistants working in the team.
- Participate in regular performance appraisal meetings and ensure each member of the team has a clear set of objectives and development plans.
- Ensure the team is compliant with all statutory, mandatory training together with any professional training requirements, ensuring they are up to date and fully compliant.
- Manage team absences including sickness in line with Trust policy ensuring the appropriate return to work meetings occur, e-roster is updated and productivity is at keep to the highest possible level.
- Identify and fill any vacancies that arise within the team in line with the Trust's recruitment policy and process.
- Identify talent and support the internal talent management process in order attract and retain and succession plan for your people.
- Review skills mix at regular intervals in order to identify any potential opportunities to maximise resource utilisation / allocation, ensuring job descriptions are kept up to date.
- To manage workload and assist other members of the team to make appropriate priorities so that staff are not under undue pressure, particularly in times of annual, sick or study leave.
- To provide emotional support for team in potentially difficult work situations such as physical or verbal aggression or other stresses of work, or managing adverse incidents.
- To be involved in the recruitment process, particularly interviews and skills assessment.
- Review skills mix at regular intervals in order to identify any potential opportunities to maximise resource utilisation / allocation, ensuring job descriptions are kept up to date.
- Ensure overall wellbeing of the team is maintained. Continuously support in improving the morale of the team and implementing a culture of zero-tolerance for bullying and harassment.

## **Physical Resources**

- To maintain equipment inventory, ensure equipment is ordered appropriately and investigate bids for further equipment.
- To be responsible for regular inspection and ensure reporting of defects of equipment used in this area.
- To be aware of the cost/benefit implications in the selection of appropriate equipment to be provided for patient long-term use as an individual and by the team.

## **Research and Service Development**

- To contribute to the formulation of departmental policies and procedures and participate in agreed developments in the physiotherapy service or its organisation.
- To initiate and implement changes to working practices related to research findings or service initiatives e.g. following demand and capacity work including evaluation of such changes.
- To undertake clinical audit, report on findings and after discussion with the clinical lead, implement changes and re-audit.
- To have a sound knowledge of Clinical Governance and have an active role in clinical effectiveness and audit within the department, taking a lead role as required
- To identify and advise the Head of Physiotherapy and Clinical Lead Physiotherapist of actual or

potential changes in service requirements or delivery.

## **Education and Training**

- Be a clinical educator by being responsible for the training and professional development of under-graduate students seconded to the Department as requested by the Head of Physiotherapy or Clinical lead Physiotherapist, and provide written reports on their progress and competence.
- To keep abreast of new developments generally within physiotherapy, and within the area of Liver Disease in particular. To incorporate into current practice and disseminate to other members of staff following discussion with the Clinical Lead Physiotherapist.
- Prepare and participate in lectures, seminars and demonstrations to other physiotherapists, student physiotherapists and other disciplines as appropriate, internal and external to the Trust.
- To ensure planned in service training for the team is appropriate i.e. related to client group, service needs and efficient use of time.
- Foster, encourage and facilitate the development of evidence-based projects.
- To train, assess and deem competent, staff undertaking high risk procedures such as removal of tracheostomies and specialist procedures such as splinting and casting.
- To train and assess competence of any new physiotherapy assistant.
- To assess competence of nursing staff in some clinical techniques if required.
- To be responsible for maintaining own competency to practice through CPD activities, using reflective practice and maintain a portfolio that indicates personal development.

## **People Management and Performance**

- Lead, coach and manage the performance of the team in line with good people management practices. Ensuring excellence is recognised and underperformance is addressed.
- Participate in regular performance appraisal meetings and ensure each member of the team has a clear set of objectives and development plans.
- Ensure the team is compliance with all statutory, mandatory training together with any professional training requirements, ensuring they are up to date and fully compliant.
- Manage team absences including sickness in line with Trust policy ensuring the appropriate return to work meetings occur, e-roster is updated and productivity is at keep to the highest possible level.
- Identify and fill any vacancies that arise within the team in line with the Trust's recruitment policy and process.
- Identify talent and support the internal talent management process in order attract and retain and succession plan for your people.
- Review skills mix at regular intervals in order to identify any potential opportunities to maximise resource utilisation / allocation, ensuring job descriptions are kept up to date.
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## General

- The post holder has a general duty of care for their own health, safety and wellbeing and that of work colleagues, visitors and patients within the hospital, in addition to any specific risk management or clinical governance accountabilities associated with this post.
- To observe the rules, policies, procedures and standards of King's College Hospital NHS Foundation Trust together with all relevant statutory and professional obligations.
- We want to be an organisation where everyone shares a commitment to delivering the very best care and feels like their contribution is valuable and valued.
- At King's we are a kind, respectful team:  
**Kind.** We show compassion and understanding and bring a positive attitude to our work  
**Respectful.** We promote equality, are inclusive and honest, speaking up when needed  
**Team.** We support each other, communicate openly, and are reassuringly professional
- To observe and maintain strict confidentiality of personal information relating to patients and staff.
- To be responsible, with management support, for their own personal development and to actively contribute to the development of colleagues.
- This job description is intended as a guide to the general scope of duties and is not intended to be definitive or restrictive. It is expected that some of the duties will change over time and this description will be subject to review in consultation with the post holder.
- All employees must hold an 'nhs.net' email account which will be the Trust's formal route for email communication.
- Everyone is responsible for promoting inclusion no matter their role or team. At King's, we want to create an environment where everyone feels valued, respected and welcomed

## Safe Guarding

The Trust takes the issues of Safeguarding Children, Adults and addressing Domestic Abuse very seriously. All employees have a responsibility to support the organisation in our duties by;

- attending mandatory training on safeguarding children and adults
- familiarising themselves with the Trust's processes for reporting concerns
- reporting any safeguarding child or adult concerns appropriately

## **Infection Control Statement**

The post holder has an important responsibility for and contribution to infection control and must be familiar with the infection control and hygiene procedures and requirements when in clinical areas.

The post holder has an important responsibility for and contribution to make to infection control and must be familiar with the infection control and hygiene requirements of this role.

These requirements are set out in the National Code of Practice on Infection Control and in local policies and procedures which will be made clear during your induction and subsequent refresher training. These standards must be strictly complied with at all times.



## PERSON SPECIFICATION

### Team Lead Physiotherapist - Paediatric Liver Disease – Band 7

	Essential	Desirable
<b>Education and Qualifications</b>		
To have a degree or other recognised qualification in Physiotherapy	X	
Current HCPC registration	X	
Evidence of Continuing Professional Development	X	
Attended relevant post graduate course/study days		X
MSc in related subject		X
Member of relevant specialist interest group		X
Member of the Chartered Society of Physiotherapy		X
<b>Knowledge and Experience</b>		
Wide ranging paediatric post graduate experience including respiratory care, developmental care, neurology and rehabilitation.	X	
Specialist knowledge and understanding of paediatric liver disease and associated problems.	X	
Significant experience with neurodevelopmental assessments and intervention.	X	
Experience of clinically supervising students and/or junior members of staff	X	
Experience of effective multi-disciplinary working	X	
Undertaken evidence-based project work (audit, service development etc.)	X	
Aware of equal opportunities and diversity issues	X	
Knowledge of current national and professional guidelines	X	
Experience of taking part in an on call and weekend physiotherapy rota		X
Experience of providing clinical physiotherapy input for infants and children in either neonatal or paediatric intensive care		X
Experience of physiotherapy support in children and infants with liver disease		X
Formal lecturing/teaching experience		X
Understanding of Clinical Governance and its implications for physiotherapy	X	
<b>Skills and Competencies</b>		
Good computer literacy	X	
Able to organise physiotherapy courses and training sessions.		X
Able to undertake on-call and weekend commitments	X	
Able to work effectively in busy environment coping with frequent periods of interruption, remaining approachable and supportive	X	
Able to organise own workload, and that of junior staff, using prioritisation and delegation skills to support workers	X	
Able to maintain prolonged periods of concentration and mental effort	X	

Able to work independently and flexibly	X	
Able to think logically	X	
Able to problem solve even under pressure	X	
Able to assess, plan and progress treatment appropriately	X	
Able to critique research papers	X	
Able to give clear, concise written and verbal reports in English and to record all physiotherapy interventions according to trust policy	X	
Able to communicate effectively	X	
Able to work as a team leader showing commitment to that team	X	
Able to demonstrate good supervisory and management skills	X	
Demonstrates leadership attributes and motivational skills	X	
Able to give constructive feedback	X	
Able to pass on skills/knowledge to others	X	
Good understanding of confidentiality & information governance	X	
Able to work collaboratively within multi-disciplinary team and understand roles of MDT and own role within MDT	X	
Demonstrates professional independence	X	
Shows commitment to departmental & professional issues/activities	X	