

**DIRECTORATE OF OPERATIONS  
COMMUNITY & THERAPY SERVICES****JOB DESCRIPTION**

<b>POST</b>	<b>Cross site Paediatric Physiotherapy Team Lead</b>
<b>PAY BAND</b>	<b>Band 7</b>
<b>RESPONSIBLE TO</b>	<b>Operational Manager Children and Young People</b>
<b>ACCOUNTABLE TO</b>	<b>Operational Manager Children and Young People</b>
<b>BASE</b>	<b>Diana Princess of Wales Hospital, Grimsby</b>

**ABOUT US**

The Humber Health Partnership is one of the largest acute and community Partnership arrangements in the NHS, seeing well over one million patients every year and managing a budget of over £1.3 billion.

Made up of two Trusts - Northern Lincolnshire and Goole NHS Foundation Trust (NLAG) and Hull University Teaching Hospitals NHS Trust (HUTH) - our Partnership has significant ambitions and is committed to delivering world-class hospital and community services for the 1.65 million people we serve.

Together we employ nearly 20,000 staff. Our five main hospital sites are Diana, Princess of Wales Hospital, Scunthorpe General Hospital and Goole and District Hospital, for NLAG and Hull Royal Infirmary and Castle Hill Hospital for HUTH.

As Teaching Hospitals working with the Hull York Medical School, we both lead and contribute to research in many areas - biomedical research, primary care, palliative medicine, cardiovascular and respiratory medicine, vascular surgery, cancer surgery and oncology.

We believe that by developing a diverse, inclusive, innovative, skilled and caring workforce, we can deliver excellent care to our patients and a great future for our employees, our Partnership and our community.

**ABOUT THE POST**

This post is within the Community Therapy group supporting the Service and Operational Leads in providing dynamic, professional and operational leadership within the designated service structure within the Community and Therapy Group.

The post holder is to both provide and direct a high standard of care within the Children's Therapy Team, undertaking all aspects of clinical duties as an autonomous practitioner. They will work as a leader within the Children's Therapy Team to direct the provision of a comprehensive services for Children with Physiotherapy needs in Northern Lincolnshire.

The post holder will be responsible for providing a highly specialist service to children and young people. To assess, develop and implement Highly Specialist therapy treatment relating to children and young people with complex and diverse impairments. To take a lead role in the development of a specialist Service, working across the Child Development Centre, schools, and homes. To provide Leadership and specialist clinical advice cross site for Physiotherapy.

The post holder will have responsibility for reporting to Senior Managers and commissioners on aspects of service delivery, including capacity and demand. They will also be responsible for liaising with other colleagues at a Band 7 level to triangulate information.

The post holder will have the ability to reflect on auditory, visual and kinaesthetic aspects of patients' development, and to identify appropriate strategies to facilitate and enhance functional effectiveness.

This role includes the day to day planning, co-ordination, monitoring, evaluation and delivery of the therapy service within the geographical area.

The post holder will be accessible and have a visible presence, advising and supporting their teams, patients and their families/ carers to ensure effective patient care across the whole patient pathway. The post holder will be responsible for informing the operational lead of issues of staff competency.

The post holder will also be responsible for providing and directing a high standard of care within the Children's Therapy Team, undertaking all aspects of clinical duties as an autonomous practitioner. They will work as a leader within the Children's Therapy Team to direct the provision of a comprehensive service for children with Physiotherapy Therapy needs in Northern Lincolnshire (Grimsby and Scunthorpe areas).

The post includes responsibility for a defined caseload of complex patients. These patients require specialist evidence based/patient centred principles to assess, plan, implement and evaluate intervention.

This clinician will undertake management of skills within the treatment of their specialism, ensuring practice-based evidence is utilised across the service by both senior and junior therapists

This post holder will have line management responsibility for a designated team within the Children's therapy team.

## MAIN TASKS REQUIRED OF THE POST HOLDER

To take a lead role as clinical specialist in children's therapy, including the advanced management of patients with diverse presentations and a wide variety of complex conditions. Use highly specialist clinical reasoning skills and evidence based practice to provide a diagnosis and to develop and deliver treatment programmes.

The postholder will be responsible for managing their own caseload and coordinating the supervision, education and assessment of students, assistants and junior therapists in their area. They will provide specialised advice to other health care professionals in this specific clinical area.

To participate in the planning, development, maintenance and evaluation of the Children and Young People's Therapy Service, contributing to the strategic planning and informing the Manager of any developments, needs etc.

To undertake evidence-based audit and research projects to further own and teams clinical practice. To implement specific changes to practice and develop service protocols.

*This job description is not a definitive list of all responsibilities, but identifies key tasks and duties of the postholder. It gives a general outline of the post and is not intended to be inflexible or a final list of duties. It will be subject to periodic review in the light of the development of the Division and the Trust as a whole. Any changes will be made in discussion with the postholder.*

## DUTIES AND RESPONSIBILITIES OF THE POST HOLDER

### 1. PROFESSIONAL

1. As a registered professional the post holder is personally accountable for their practice and must adhere to the professional HCPC standards expected of them.
2. Be an effective professional role model for staff.
3. Maintain own professional development through on-going education and development, ensuring that CPD requirements are met together with all mandatory training.
4. Offer professional support and guidance to all registered staff within the remit of your responsibility and utilising the Cross Professional Clinical Development Lead and Team if assistance is required.
5. To demonstrate highly developed auditory and perceptual skills in the assessment, diagnosis and treatment of children and young people with complex presentations.
6. To provide advice to others regarding the management of children with highly complex difficulties.
7. To ensure that patients/carers and relevant professionals are involved in the planning and prioritisation of their care plans wherever possible. This will often involve the Therapists translating highly complex information to a level that can be understood thereby overcoming barriers to understanding
8. To adapt practice to meet the individual patient's circumstances, including due regard for cultural and linguistic differences

9. To support other staff in the appropriate techniques for managing highly complex presentations.
10. Actively participate in the in-service training programmes by attending and delivering presentations, tutorials, individual training sessions, peer review, external courses and professional clinical interest groups.
11. Evaluate own work and current practices through the use of evidence based practice projects, supervision, reflection, appraisal, research projects, audit and outcome measures.
12. Be responsible for teaching students to graduate level on therapy skills and knowledge within core clinical areas.
13. To participate in the development of joint competencies across professions in order to minimise transfers of care and promote cross professional working.
14. Be responsible for the safe and competent use of resources by patients/carers and by junior and assistant staff and students, through teaching, training and supervision of practice.

## **CLINICAL**

1. Establish and contribute to the continuing development of the team and Community and Therapy Group philosophy of care ensuring it reflects the beliefs and values upheld within the clinical setting.
2. Provide clinical leadership by being professionally and legally accountable for all aspects of your own work. Ensure a high standard of clinical care for patients under your management by supporting more junior staff to do likewise.
3. Work autonomously and unsupervised in acute and community settings to carry out clinical activity within own area of expertise to maintain competencies in assessing, diagnosing, devising and executing treatment programmes with measurement of outcomes feeding and using analytical skills to review plans of care, evaluate care and change care to meet the needs of the patient. Liaise with other professionals and voluntary agencies to provide additional support/care.
4. Accept clinical responsibility for a designated complex caseload of patients and organise this effectively and efficiently. Support junior staff in addressing complexity.
5. Undertake comprehensive specialist assessment, treatment and discharge of patients including those with diverse and complex presentations. Use specialist clinical reasoning, evidence based practice, investigative and analytical skills.
6. To ensure that children/carers are involved in the planning and prioritisation of their care plans wherever possible
7. Engage service users in treatment planning decisions, in line with their individual goals. Implement individual or group interventions in collaboration with the patient to achieve specific goals. Support junior staff to do likewise.

8. Evaluate patient progress, reassess and alter treatment programmes at each contact as required, using outcome measures where appropriate. Encourage and support junior staff in the use of appropriate outcome measures. Analyse and respond to data produced.
9. Use a range of verbal and non-verbal communication tools to communicate effectively with patients and carers to progress rehabilitation and treatment programmes, including with patients and carers who may be depressed, have communication difficulties, sensory impairments or who may be unable to accept diagnosis.
10. Provide specialist advice, teaching, training and instruction to patients, relatives, carers and other professionals, to promote understanding of the aims of treatment, and to ensure a consistent approach to patient care.
11. Lead children's therapy representation at MDT meetings as appropriate, to ensure the delivery of a coordinated multidisciplinary service and to integrate the therapy treatment into the overall treatment programme.
12. Provide specialist written reports as required. To communicate complex condition related information from assessment to patients and carers, other healthcare professionals, within the bounds of confidentiality, agreeing decision making relevant to the patient management.
13. Provide specialist and highly specialist advice to colleagues working in other clinical areas.
14. When working as a lone practitioner ensure clinical supervision is maintained and Trust Lone Worker Policy is followed.
15. Be responsible for maintaining accurate, comprehensive patient treatment records in line with Trust and professional standards.
16. Assess and manage clinical risk within own patient caseload.
17. To undertake any other duties that may be required in negotiation with service management to support service delivery/ development and which are applicable to the grade of the post
18. Contribute towards the on-going development of services.

### **3. LEADERSHIP/MANAGEMENT**

1. Provide day to day organisation and management within designated clinical team(s). Promote an environment open to questioning and lead the development and implementation of innovative clinical and working practices.
2. Analyse the service provided, identify opportunities, make recommendations and implement changes as a result.
3. Provide leadership for senior and junior staff, through supervision and appraisal, prioritising and monitoring performance as required.

4. To horizon scan at a Local and National level to inform strategic service planning in liaison with Managers.
5. Organise and chair meetings and maintain good communication levels with departmental and managerial staff as appropriate. Encourage contribution towards innovation and improvement of services.
6. Uphold professional and Trust values and ethics.
7. Collect data for use in service audit and research projects. Manage and undertake research into specific areas of clinical practice and service delivery using a range of research methodologies as part of MDT audit and departmental research initiatives.
8. Communicate effectively and work collaboratively with medical, nursing, AHPs and colleagues in other agencies to ensure the delivery of a co-ordinated multidisciplinary service and achieve goals.
9. Ensure collection and collation of data to produce relevant statistical information on service delivery. Evaluate where improvement is required, initiating and reviewing change where appropriate.
10. Be responsible for the appraisal, supervision, training and co-ordination of designated children's therapy staff, students and assistants on a daily basis.
11. To identify and address training needs within the department and specialist area.
12. Contribute to departmental recruitment, staff development and performance management and participate in the staff appraisal scheme as both appraiser and appraisee.
13. Work with therapy managers and other clinical and service leads in developing the operational and strategic management of the therapy services.
14. Deputise for the team service or operational lead, taking responsibility for the daily operational management of the team, allocating and monitoring the work of junior and assistant staff to meet service priorities on a daily basis.

#### **4. EDUCATION AND PRACTICE DEVELOPMENT**

1. Participate in appraisal process, taking opportunity to identify and discuss own learning needs with appraiser.
2. Undertake staff appraisals and agree PDPs (delegating as appropriate) ensuring all staff are reviewed at least annually.
3. Identify and collate staff training needs for the Teams within your remit and feed information into Annual Learning Needs Analysis and the Cross Professional Clinical Development team.

4. Ensure the effective induction (including bank/agency), supervision, training and preceptorship of all new staff.
5. Ensure own needs for clinical supervision are met.

## **5. GOVERNANCE**

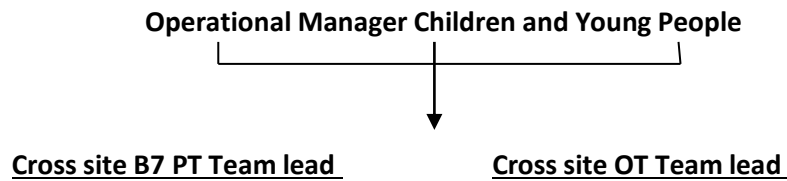
1. Demonstrate a sound understanding of Clinical Governance and Risk Management and their application to work situations within their Team.
2. Assess and manage clinical risk within patient caseload in a wide variety of settings. Provide guidance to junior staff.
3. Take responsibility for evaluation and avoidance of risk within department. Communicate and address concerns appropriately.
4. Undertake mandatory training, ensuring junior staff do likewise
5. Exercise excellent personal time management and reliable attendance
6. Adhere to all Trust and departmental policies and other statutory requirements such as Infection Control, Health and Safety, Equal Opportunities, Safeguarding procedures, COSHH, Fire Safety, Complaints and Accident Reporting.
7. Take appropriate action, including reporting, in the event of incidents to staff, patients or any other person. Investigate incidents in conjunction with service management.
8. To be responsible for the security care and maintenance of equipment, monitoring stock levels in department
9. Undertake any other duties considered appropriate by the Therapy Service Manager.

## **6. ADULT AND CHILD PROTECTION**

- a) Have a duty and a responsibility to protect vulnerable adults, children and young people in accordance with National Guidelines and local policies
- b) Be aware of the framework for the Mental Capacity Act (2005)

This job description is not a definite list of duties and may be subject to change in light of future developments within the service and in consultation with the post-holder

## SERVICE STRUCTURE



## VISION AND VALUES



Our values have been created in partnership with our most valuable asset – our employees. Our values set out a clear statement of our purpose and ambition which is to provide the very best in patient care, all of the time. We recognise that without the shared values driven responsibility that each and every person in our teams have, we could not provide excellent services to the patients that we care for. Crucially we recognise that looking towards the future, we must continue to create a culture that enables and drives our collective values and behaviours as an absolute fundamental foundation for both our staff and the patients that we serve.

## LEADERSHIP RESPONSIBILITIES

### Teamwork and development

- Responsible for the day to day leadership and management of a defined area of responsibility
- Manage and lead other registered and non registered members of a team by sharing information and expertise, including registered and non-registered staff
- Develop and lead on to the achievement of the teams' purpose and objectives, service developments and quality improvement
- Manage professional development of individuals and groups, supporting team working and communication

### Professional and organisational leadership

- Act as a change agent
- Provide leadership for quality improvement and service development to enhance people's wellbeing and experiences of healthcare
- Encourage staff to contribute ideas and solutions for quality improvement and innovation
- Actively contribute to a variety of professional networks, e.g. managed knowledge networks (MKN), professional learning
- Negotiate and influence locally in terms of professional practice and in relation to healthcare
- Recognise early signs of poor performance and take appropriate measures to address concerns
- Respond in a transparent and structured way to any complaints from staff about the unacceptable or unfair behaviours of other members of the team

## ADDITIONAL INFORMATION PERTINENT TO ALL STAFF

### Health and safety - Healthcare associated infection

Healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, including the 'bare below the elbows' approach, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about the application of practical measures known to be effective in reducing HCAI. The Trust has the responsibility of ensuring adequate resources are available for you to discharge your responsibilities.

### Safeguarding

The Trust has in place both a Safeguarding Children Policy and a Safeguarding Adults Policy in line with national legislation.

The Safeguarding Policies place a duty upon every employee who has contact with children, families and adults in their everyday work to safeguard and promote their welfare. In the event that you have concerns about possible harm to any child or adult you should seek advice and support from the Trust Safeguarding team or in their absence contact your line manager. Out of hours contact should be made with the on-call manager through switchboard.

The Trust has nominated Safeguarding Leads who act as contact points for support and advice if concerns are raised about a child or adults welfare. These individuals can be reached through

switchboard during office hours, by asking for the Named Professionals for Safeguarding Children or Adults respectively.

The policies and procedures described below are located on the intranet and internet site and you should ensure you are aware of, understand and comply with these. In addition the Trust will publicise and raise awareness of its arrangements and provide appropriate resources and training.

### Confidentiality

All information, both written and computer based, relating to patients' diagnosis and treatment, and the personal details of staff and patients, is strictly confidential. The Northern Lincolnshire and Goole NHS Foundation Trust and its employees have a binding legal obligation not to disclose such information to any unauthorised person(s). This duty of confidence is given legal effect by reference to General Data Protection Regulation (GDPR). It applies to any information which is processed by the Trust (i.e. stored, retained, maintained as a record, amended or utilised for the Trust's purposes as an NHS Hospital), from which a living person is capable of being identified. Individuals must observe a 'need to know' principle. No member of staff may seek out any information that they do not need to undertake their duties. This applies to clinical or other personal information of any third party.

### Equality impact assessment

The Foundation Trust aims to design and implement services, policies and measures that meet the diverse needs of our service, population and workforce, ensuring that none are placed at a disadvantage over others. We therefore aim to ensure that in both employment and the delivery of services no individual is discriminated against by reason of their gender, gender reassignment, race, disability, age, sexual orientation, religion or religious/philosophical belief, marital status or civil partnership.