

JOB DESCRIPTION

JOB TITLE:	Therapy Assistant Practitioner – Rapid Response Therapy Team
GROUP/DIRECTORATE:	Community, Primary Care & Therapies
GRADE:	Band 4
RESPONSIBLE TO:	Team Lead Rapid Response Therapy Service
ACCOUNTABLE TO:	Clinical Group Director

JOB SUMMARY:

Plan, implement & evaluate treatment programmes and rehabilitation protocols using established guidelines & best practice in liaison with qualified therapists working without direct supervision. This involves the management of patients in groups and on an individual basis. Assist in the day to day delivery and organisation of the service through direct and non-direct patient duties to ensure that priorities are met. This involves the efficient and effective control of own caseload and management of team equipment provision.

Supervision takes the form of regular access to qualified therapists, bedside learning opportunities, formal and informal feedback, training, peer review and participation in the Trust Appraisal process.

MAIN RESPONSIBILITIES:**Clinical**

Assess the rehabilitation needs of individual patients presenting with diverse and complex problems using enhanced knowledge, skills & experience and following departmental protocols. This includes receiving complex and sensitive information from the patient

Formulate and provide instruction and training in complex rehabilitative exercise programmes to individuals and groups of patients following departmental protocols, progressing those programmes as appropriate

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.

Prepare patients for treatment including gaining rapport, giving reassurance and ensuring a safe working environment

Manage clinical risk within own patient caseload and working environment

Assess the need for, assemble, supply and demonstrate the safe use of equipment for patients using enhanced knowledge & skills to identify functional or health and safety issues, reporting the outcome and taking appropriate action

Use a range of verbal and non-verbal communication techniques to communicate effectively with patients to progress rehabilitation and treatment programmes. This may include the communication of information to patients who have difficulties in understanding or communicating e.g. where English is not the first language, depressed, unmotivated, deaf, blind patients and those unable to accept the outcomes of rehabilitation. This may also include those who have been subjected to extremes of physical and mental abuse

Communicate complex patient related information effectively to ensure collaboration with multidisciplinary colleagues across health & social care sectors to ensure the delivery of a coordinated Multidisciplinary service

Assess patients' response to treatment interventions using enhanced knowledge, skills, experience and judgement, seeking advice as appropriate

Use clinical judgement, analytical skills and decision making to evaluate progress, and adjust treatment programmes feeding back to the registered physiotherapist and requesting assistance as required.

Assess patients' response and make recommendations for modifications/adjustments to treatment interventions using observation, knowledge, training and communication skills, including tact, persuasion and reassurance.

Keep accurate patient records within service guidelines

Demonstrate highly developed dexterity, coordination and flexibility for assessment, manual treatment and exercise demonstration

Observe a personal duty of care in the use of all aids/equipment used within day-to-day work by managing clinical risk and assisting in ensuring that new staff attain competency prior to use

Take responsibility for the organisation, planning and prioritisation of own day-to-day workload to meet service and patient priorities, delegating to assistants and re-adjusting plans as situations change

Communicate effectively with patients, carers, therapy staff and multi-disciplinary colleagues e.g. verbally face-to-face, by telephone, in meetings or in writing in Departmental Patient Records

Contribute to new ways of working and service delivery by being an active member of the 7-day working rota as appropriate

Organisational

Understand and work within established Trust and Service policies, protocols and best practice guidelines, using knowledge gained through local & Trust training and advice from a registered physiotherapist

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

Contribute to policy and service development using knowledge and experience to improve service delivery and patient outcomes. This involves implementing policies and ensuring changes in practice are implemented by support staff.

Collect data to assist in service audit activities

Undertake stock control including ordering patient equipment, resource deployment and routine administrative duties to ensure the smooth day-to-day running of the Service

Participate in the induction and training of new staff including identification of resources and facilities available, information/demonstration of roles, responsibilities and activities undertaken by support staff

Take part in team and Service development activities through attendance and sharing of information, knowledge and experience at the in-service training programme

Education

Maintain competency by participating in identifying own training needs, engaging in continuous learning and development activities, including attending appropriate courses and taking part in peer reviews. This includes maintaining a portfolio which reflects personal development and provides evidence of application of learning to practice and fitness for purpose.

Effort

This job involves:

- The carrying out of concurrent activities involving frequent moderate to intense physical effort for several long periods manoeuvring patients and equipment throughout the working day
- Frequent contact with patients presenting with chronic or terminal conditions or those dealing with limited recovery potential
- Frequent, long periods of medium-intense concentration carrying out assessments, supervising exercise classes, demonstrating exercises, assembling and supplying equipment
- Daily exposure to unpleasant working conditions including body odours, excessive heat and noise and occasional exposure to vomit, blood, sputum, soiled linen and physical & verbal aggression

CONFIDENTIALITY:

The post holder must maintain confidentiality of information relating to patients, staff and other Health Service business.

HEALTH AND SAFETY:

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act (1974) and the Manual Handling Operations Regulations (1992). This ensures that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

If you are a manager you will be responsible for the Trust's policy on Health and Safety and for taking all reasonable steps to maintain and where necessary to improve health and safety standards. This will include training to ensure that all employees are able to carry out their health and safety responsibilities effectively.

RISK MANAGEMENT:

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

EQUAL OPPORTUNITIES:

The trust has a clear commitment to its equal opportunities policy and it is the duty of every employee to comply with the detail and spirit of the policy.

CONFLICT OF INTEREST:

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standard. Equally it is responsible for ensuring that

staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Orders require any officer to declare any interest, direct or indirect with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

USE OF INFORMATION TECHNOLOGY:

To undertake duties and development related to computerised information management to meet the changing needs and priorities of the Trust, as determined by your manager and in accordance with the grade of the post

SAFEGUARDING – CHILDREN/YOUNG PEOPLE AND VULNERABLE ADULTS

Every employee has a responsibility to ensure the safeguarding of children and vulnerable adults at all times and must report any concerns immediately as made clear in the Trust's Safeguarding Policies.

INFECTION CONTROL

The Trust is committed to reducing the risk of health care acquired infection. Accordingly it is essential that you adhere to all Trust infection control policies, procedures and protocols (to include hand decontamination, correct use of PPE (Personal Protective Equipment) and care and management of patients with communicable infections). You are required to report any breaches/concerns promptly using the Trust's incident reporting system.

SMOKING:

This Trust acknowledges its responsibility to provide a safe, smoke free environment, for its employees, service users and visitors. Smoking is therefore not permitted at any point whilst on duty, in accordance with the guidelines set down within the Trust No-Smoking Policy.

The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs and will be commensurate with the grade and competencies of the post.