



**Central and
North West London**
NHS Foundation Trust

**MILTON KEYNES COMMUNITY HEALTH SERVICES,
ADULT LEARNING DISABILITY SPEECH and LANGUAGE THERAPY SERVICES**

JOB DESCRIPTION

POST TITLE:	Speech and Language Therapist
PAYBAND:	Band 6
HOURS OF WORK:	30 hours per week
BASE:	Civic Offices, 1 Saxon Gate East, Central Milton Keynes Milton Keynes MK9 3EJ
SERVICE:	Speech and Language Therapy Service
DIRECTORATE:	Diggory
REPORTS TO:	Learning Disability - Team Leader
PROFESSIONALLY ACCOUNTABLE TO:	Senior Manager - Speech & Language Therapy Service and Health Manager in CALD
DATE:	Feb 24

MAIN PURPOSE OF JOB

1. Assessment, treatment and management of service users' speech, language and communication needs (SLCN) associated with Learning Disability, in a range of settings

Delivery of training to providers, employers and professionals on a range of topics related to SLCN

Assessment, treatment and management of dysphagia in service users with a learning disability (desirable only)

2. PRINCIPAL DUTIES

- To independently provide assessment, diagnosis and appropriate intervention for service users with speech, language and communication needs associated with learning disability in a variety of settings: education provision, Service-User's home, social care day provision, community setting
- Support the smooth transition of young people into MK College provisions, promoting functional communication skills and the 4 pillars of Preparing for Adulthood
- To deliver training to professionals on a range of topics related to communication
- To provide advice and support to parents, carers, non-specialists, and other professionals working with adults in a range of settings including Health and social care, education and employment Settings.
- To work effectively and in partnership with the broader social care and health multidisciplinary team
- To work within the "MK SLT Whole System Approach to clinical effectiveness" by initiating and participating in service development
- To undertake other duties, as requested by the line manager to ensure the efficient, effective running of the SLT Service

2.1. CLINICAL DUTIES

- To assess, develop and implement effective interventions that take account of functional communication skill progression and the 4 pillars of Preparing for Adulthood
- To provide advice to others regarding the management and care of service users
- To participate in multi-disciplinary assessment
- To provide timely contributions to EHC plan annual reviews and person-centred goal setting
- To ensure service users/parents/carers/providers/social care are involved in the planning and prioritisation of their care plans
- To participate in multi-disciplinary planning of intervention/management to meet service user's identified goals
- To use care pathways to guide intervention, evaluate outcomes and evolving evidence base
- To produce reports regarding service user's needs and summarise proposed care plans eg EHC plans, positive behaviour support plans
- To provide support/resources to the social care team so they are able to fully engage service users with Mental Capacity Act assessments, and work with social care team with regard to safeguarding, best interest meetings, Court of Protection, Deprivation of Liberty (Liberty Protection Safeguards) and Mental Health Act.
- To assess and manage dysphagia needs in service users with a learning disability (desirable)
- To adapt practice to meet individual service users circumstances, including due regard for cultural and linguistic differences (equality and diversity issues)
- To demonstrate use of evidence-based practice
- To seek second opinions on case management from senior colleagues
- Support the work of the SLTAP and supervision needs

3. PERSONAL RESPONSIBILITY (ORGANISATIONAL EXPECTATIONS)

In order to fulfill the job responsibilities and the environment in which these responsibilities are carried out the job holder is required to:

1. Maintain the highest standards of care and service, taking responsibility not only for the care you personally provide, but also for your wider contribution to the aims of your team and the NHS as a whole.
2. Be aware of and follow at all times the relevant National and Local code of practice in relation to their role and function. RCSLT and HPCP Registration
3. Protect the confidentiality of personal information that you hold unless to do so would put any one at risk of significant harm. Keep accurate and professional records and information about staff, patients and clinical care, using Systmone and LAS policies and procedures and the statutory frameworks which govern confidentiality and data protection, information-sharing and disclosure.
4. Take reasonable care of Health and Safety at work for you, your team and others; ensure compliance with health and safety standards and legislation; attend all relevant Health and Safety mandatory training.
5. Take responsibility for attending and participating in all CNWL Trust/ Milton Keynes City Council mandatory & essential training to ensure the safe and efficient functioning of the trust and/or safety and wellbeing of other staff and the patients you provide services for.

6. Participate in the appraisal process on a minimum of an annual basis in accordance with the Personal Development Review Policy to explore and identify development needs to ensure that you are able to fulfill your job role and meet all objectives set through the process.
7. Be familiar with and comply with, trust policies for infection control and hand hygiene in order to reduce the spread of healthcare-associated infections. This will include a requirement to attend mandatory training in Infection Control and be compliant with all measures known to be effective in reducing healthcare-associated infections, including correct uniform and dress code policy, the use of personal protective equipment policy, safe procedures for using aseptic techniques, and safe disposal of sharps.
8. Safeguard and promote the welfare of children and vulnerable adults by being aware of and working in accordance with statutory guidance and local policies and procedures and attending training to a level required to ensure that you are competent to fulfill your responsibilities.
9. Not discriminate against patients or staff and to adhere to equal opportunities and human rights legislation; acting in ways that support equality, value diversity and respect human rights
10. Abide by locally agreed policies and procedures and ensure familiarization of policies which can be found on the trust and council intranet

4. JOB DESCRIPTION STATUS

- This job description is indicative only and the role will be reviewed at least annually as part of the Personal Development Review process to take account of changing needs /development of the service.
- To meet the evolving needs of the organization you may also be required to provide cover in other areas following appropriate discussion.

5. ORGANISATIONAL COMMITMENT

Milton Keynes Community Health Services is committed to providing quality health & social care services, tailored to the needs of individuals, public & private organizations, delivered close to home. Our services are designed to increase well being & provide opportunities for recovery. We want our employees to feel valued, challenged & supported.

Our commitment as an employer & in accordance with the NHS constitution is to provide you with:

1. Clear roles and responsibilities and a rewarding job so that you can make a difference to patients, their families and carer's and communities.
2. Personal development, access to appropriate training for your job and line management support to succeed.
3. Support and opportunities to maintain your health, well-being and safety and an environment free from harassment, bullying or violence.
4. A good working environment with flexible working opportunities, consistent with the needs of patients and with the way that people live their lives.

5. Fair treatment that is free from discrimination.
6. Opportunities to engage in decisions that affect you and the services you provide, individually, through representative organisations and through local partnership working arrangements.
7. Opportunities to enable you to be empowered to put forward ways to deliver better and safer services for patients and their families.

(Reference NHS Constitution January 2009)

Band 6 KSF

KSF DIMENSION	LEVEL
Communication	3
Personal and people development	2
Health and safety	1
Service improvement	2
Quality	2
Equality and diversity	2
HWB2 Assessment and care planning to meet health and well being needs	4
HWB4 Enablement to address health and well being needs	4
HWB6 Assessment and treatment planning	4
HWB7 Interventions and treatments	4
G2 contribute to developing, testing and reviewing new concepts, concepts, practices, products and equipment	1