

## JOB DESCRIPTION

**JOB TITLE:** Specialist Podiatrist

**GRADE:** Band 6

**Hours of Work:** up to 37.5

**Division:** ICSD

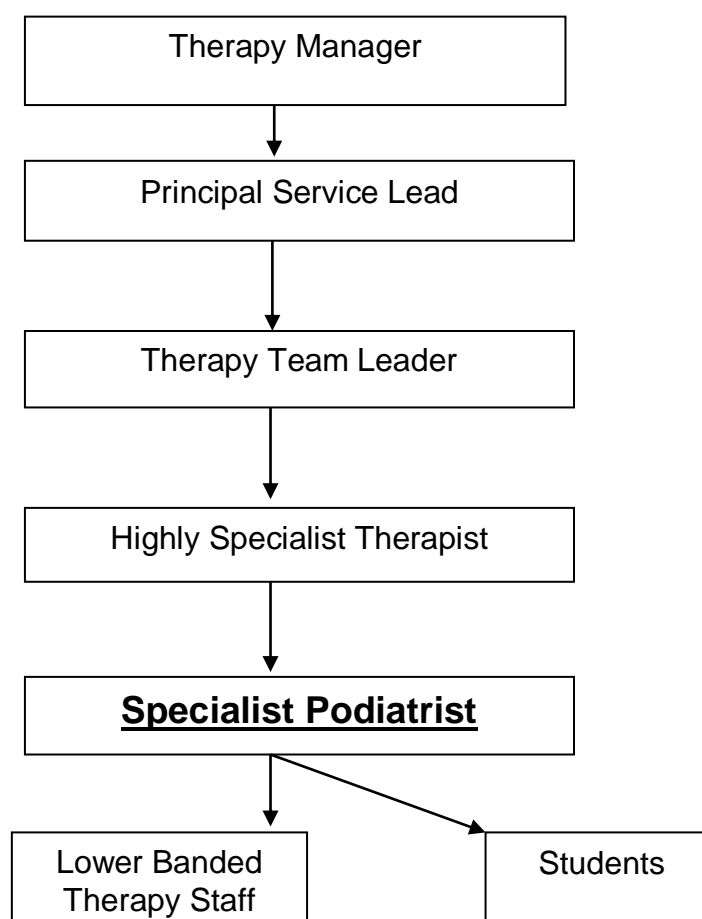
**Base:** Community

**Managerially Accountable to:** Principal Service Lead/ Therapy Manager

**Report to:** Team Leader / Highly Specialist Therapist

**Professionally Accountable to:** AHP Professional Lead

## ORGANISATION CHART:



## JOB PURPOSE:

- To work as an autonomous practitioner within the service supported by highly specialist therapists.
- To perform therapeutic assessment of patients within both clinical and community/ domiciliary settings, with diverse presentations and complex physical and psychological conditions; to provide a diagnosis and develop and deliver individualised treatment programmes.
- To manage a defined caseload, using evidence based, client centred principles to diagnose, develop and implement individualised care programmes for patients with a wide variety of clinical needs including: acute or chronic neuropathies, chronic diseases, vascular problems and wound management. As an autonomous practitioner, the post holder will be expected to manage their own caseload, which will include providing specialist care for patients with e.g. Diabetes, Rheumatological, Neurological, and Biomechanical problems. (including clinic-based and domiciliary caseload)
- To provide clinical education, advice and support for junior therapy staff and support staff.
- To provide specialist knowledge, skills and advice to clients, and be a source of expertise for therapy staff, other members of the MDT and other agencies.
- To supervise, educate and assess the performance of Podiatry/ Therapy students.
- To contribute to service research and audit activities.
- To propose any service changes within own professional speciality area.
- To participate in flexible working including weekends and evenings as required by the service.

## Our Values

### • Vision

*We have a plan that will deliver excellent health and care for future generations, working with partners to ensure our services are sustainable.*

*We make decisions that are best for long term health and social care outcomes for our communities*

### • Openness

*We communicate clearly to our patients, families and our staff with transparency and honesty*

*We encourage feedback from everyone to help drive innovation and Improvements*

### • Integrity

*We demonstrate fairness, respect and empathy in our interactions with people*

*We take responsibility for our actions, speaking out and learning from our mistakes*



- *Compassion*  
*We take a person-centred approach in all our interactions with patients, families and our staff*  
*We provide compassionate care and demonstrate understanding to everyone*
- *Excellence*  
*We put quality and safety at the heart of all our services and processes*  
*We continuously improve our standards of healthcare with the patient in mind*

## **DUTIES AND RESPONSIBILITIES:**

### **Clinical**

- To be professionally and legally accountable for all aspects of own work, including the management of patients.
- To undertake a comprehensive assessment of patients including those with diverse or complex presentations/multi-pathologies; use advanced clinical reasoning and problem solving skills to provide an accurate prognosis of their condition.
- To participate in holistic multi-disciplinary assessments in order to determine client needs.
- To 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.
- To evaluate the effectiveness of treatments and modify accordingly.
- To follow clinical risk management processes within own patient caseload.
- To represent the team and patients at multi-disciplinary team meetings and case conferences in order to ensure the delivery of a co-ordinated multi-disciplinary service and to integrate therapy intervention into the treatment programme. This will include discussion of patient care, patient progress and involvement in discharge planning.
- To give advice and training on intervention programmes on a one-to-one basis, including advice to carers.
- To formulate and deliver individual treatment programmes based on a sound knowledge of evidence based practice and treatment options using clinical assessment, reasoning skills and highly specialised knowledge of intervention techniques
- To support the Team Leader and other Highly Specialist / Specialist therapist as required.
- To work with the patients, carers and colleagues to identify goals as part of intervention plans

### **Communication**



- To use a range of verbal and non-verbal communication tools to **NHS Foundation Trust** communicate complex information effectively with patients, carers, colleagues, team members and other agencies to progress rehabilitation and treatment/intervention programmes. This will include patients who may have difficulties in understanding or communicating. For example, patients may be dysphasic, depressed, hard of hearing, visually impaired, or they may be unable to accept the diagnosis.
- To liaise with other professional agencies to ensure the correct and safe transfer and service provision for clients.
- To represent the service at case conferences, clinics, etc., when deemed appropriate to ensure best possible clinical care.
- To prepare and submit timely and accurate reports to referring clinicians and/or other relevant parties either verbally or in writing.
- To provide support and empathy to clients and carers in dealing with grief, distressing situations, changing roles and abilities.

### **Documentation**

- To be responsible for maintaining accurate and comprehensive treatment records in line with Professional Standards and Trust standards of practice.
- To ensure information is accurate and up to date for future reference and complies with the Data Protection Act.
- To ensure risk assessments are completed as per trust Policy.
- To produce medico legal information as required.

### **Professional Ethics**

- To ensure that your own practice and that of staff under your supervision meet the required professional standards of therapy practice, complying with the Health Professional Council's code of ethics and professional conduct and local/national policies and procedures.
- To respect the individuality, values, cultural and religious diversity of patients and contribute to the provision of a service sensitive to those needs.
- To respect people's choice, privacy, dignity and individuality.

### **Service Development and Delivery**

- To undertake as directed the collection of data for use in service audit and research projects.
- To comply with and contribute to the development of protocols, procedures and guidelines both clinical and departmental.

- To undertake the measurement and evaluation of your work and current practices through the use of evidence based practice projects, audit and outcome measures, either individually or with other therapists.
- To take a lead in an area of service if required by the team leader or highly specialist therapist.

### **Personnel & Service Resources**

- To induct, appraise and train therapy staff within clinical area as required to ensure quality service provision.
- To supervise and monitor clinical performance of therapy staff to ensure they are safe and effective to practice.
- To identify deficits and defects in resources, materials and equipment required to carry out the job and action changes needed to ensure safe and effective practice.
- To understand and implement procedures in relation to security and safety of working environment to ensure safe working practice.
- To exercise good personal time management, punctuality and consistently reliable attendance to develop good and effective working practice.
- To contribute to effective use of resources by following stock control systems and other relevant department policies and guidelines regarding stationery, petty cash etc.
- To deliver on request the induction and training of multi-disciplinary staff and outside agencies to enable a multi-professional approach to staff training.
- To be responsible for the induction, supervision, training and evaluation of therapy student to graduate level on fieldwork placements to contribute to the education of future therapists.
- To participate in the recruitment and selection process of potential therapy staff to maintain and/or develop existing workforce.
- To actively participate in clinical supervision sessions and provide clinical support to other members of the therapy team.
- To take a lead in an area of service if required by the team leader / highly specialist therapist

### **Professional Development**

- To be responsible for maintaining own competency to practice through CPD activities, and for maintaining a portfolio which reflects personal development, experimental learning, reflective practice and any relevant training or experience.
- To maintain and develop current knowledge, developing a specialist knowledge of particular conditions and patient types.

- To be an active member of the in-service training programme by attendance at and delivery of in-service training programmes, tutorials, clinical reasoning forums, complex case meetings, individual training sessions and peer review.
- To attend relevant training courses as identified through yearly appraisals and personal development plans and disseminate information as required. Incorporate acquired knowledge into working practice as appropriate following discussion with senior colleagues.
- To apply complex skills and knowledge in order to maintain professional competence and fitness to practice as a Specialist Therapist.
- To work with the Trust, HCPC, National and Local guidelines to monitor own and other practice.
- To participate in clinical reasoning forums, complex case meetings and utilise appropriate clinical pathways within the service area.

### **Research and Development**

- To demonstrate the ability to critically evaluate current research and apply them to practice.
- To assist in research, audit and other projects as determined by the clinical leader.

## **LEGAL & PROFESSIONAL RESPONSIBILITIES**

- Adhere to Trust and departmental policies and procedures.
- Maintain a safe environment for yourself and others, taking reasonable care to avoid injury. Co-operate with the Trust to meet statutory requirements.
- Sustain and improve own professional development by personal study, work based learning activities, and by using opportunities provided by the Trust.

### **Health, Safety and Security:**

- All employees have a duty to report any accidents, complaints, defects in equipment, near misses and untoward incidents, following Trust procedure.
- To ensure that Health and Safety legislation is complied with at all times, including COSHH, Workplace Risk Assessment and Control of Infection.

### **Confidentiality:**

- Working within the trust you may gain knowledge of confidential matters which may include personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

### **Data Quality**



- All employees are reminded about the importance of Data Quality and staff should make themselves aware of both departmental and corporate objectives for Data Quality.
- Data Quality forms part of the appraisal and objective setting process for staff responsible for data entry and data production; staff should ensure that they adhere to policies and procedures at all times. Failure to do so may result in disciplinary action being taken.

### **Codes of Conduct and Accountability:**

- You are expected to comply with relevant Bolton NHS Foundation Trust codes of conduct and accountability.

### **Infection Prevention and Control:**

- You must comply with all relevant policies, procedures and training on infection prevention and control.

### **Safeguarding Children and Vulnerable Adults:**

- You must comply with all relevant policies, procedures and training on safeguarding and promoting the welfare of children and vulnerable adults.

### **Valuing Diversity and Promoting Equality:**

- You must comply with all relevant policies, procedures and training on valuing diversity and promoting equality.

### **Training:**

- Managers are required to take responsibility for their own and their staff's development.
- All employees have a duty to attend all mandatory training sessions as required by the Trust.

Any other general requirements as appropriate to the post and location

The range of duties and responsibilities outlined above are indicative only and are intended to give a broad flavour of the range and type of duties that will be allocated. They are subject to modification in the light of changing service demands and the development requirements of the postholder.

**Date Prepared:** April 2024

Prepared By: Julia Stell. Principal Service Lead

Agreed By:

Employee's Name and Signature:

Date:

Manager's Name and Signature:

Date: