

Job Description

Job Title	Clinical Lead
Department	Allied Health Professionals
Division	Clinical Support
Band	7
Reporting To	AHP Manager and Team Lead
Job Reference	J1870

▪ Role

- Clinical Lead role in the assessment and treatment of patients within a speciality, having developed highly specialist knowledge of that clinical area, and being an autonomous clinician, maintaining a high standard of clinical practice
- To provide leadership within speciality and to be a role model to all AHP staff across the directorate.
- To participate in providing 7 day services and an extended working day, as required.
- Working with clinical Team Leader and AHP Management team to provide a coordinated quality service

▪ Key Responsibilities

- To be the key lead for providing and developing high quality of care within own speciality; to constantly strive to improve and develop AHP services (within the clinical governance framework), and to create an environment in which excellence in clinical care flourishes.
- To be professionally and legally responsible and accountable for all aspects of own work including patient treatment, equipment use, resources and documentation (within clinical governance framework).
- To ensure effective management of own specialist caseload and to maintain high standards of clinical practice
- To be responsible for the training of own profession staff (post graduate and undergraduate) in core and specialist area of work , and other AHP staff groups, by identifying learning needs and leading on actions to meet these needs To be responsible for own CPD.
- To be an autonomous practitioner, requiring highly developed specialist knowledge to assess patients with complex needs, identifying problems and formulating individualised treatment plans; making treatment decisions and evaluating effectiveness of treatment using well developed clinical reasoning skills.
- To ensure full and accurate documentation records are kept of own patient interventions and to be responsible for ensuring that other team members maintain documentation standards in line with legal, local, national and professional guidelines. To ensure that accurate information (including national and local statistics) is entered on computerised records.
- To be responsible for clinical audit activity in order to evaluate specialist services, working in conjunction with the clinical team leaders, leading to identifying appropriate service development or improvements /maintenance of standards of care. To effectively manage change.

■ Key Responsibilities

- To ensure that new and existing protocols/ guidelines are implemented, and to develop guidelines when appropriate founded on evidence-based practice and in accordance with professional, local and national guidelines.
- To ensure effective communication (verbal and written) with professionals, non-professionals and patients regarding patient treatment & advice.
- To ensure appropriate use of risk assessment and to take appropriate action when risk is identified. To monitor the safety and safe use of all equipment used.
- To have the Freedom to Act guided by broad occupational, hospital and national guidelines. Guidance may be provided by peers, managers or external reference points

■ Duties and Key Tasks

- **Communication and Relationships**
 - To communicate effectively with staff, patients, carers and other agencies to co-ordinate care and to ensure effective and appropriate planning and delivery of treatment; including situations where there are barriers to communication
 - To collect, analyse and deliver a range of more complex clinical information to staff groups, agencies, lay people etc for educational purposes, or service development eg reports, oral presentations, educational groups etc.
 - To maintain good working relationships with all staff involved in patient care
 - To be a caring and responsible member of the AHP service and to take a full part in the work of the AHP Directorate.
- **Clinical**
 - To be a resource to support staff with complex patients requiring a high level of decision making.
 - To be an autonomous clinician with highly developed specialist knowledge, to manage own clinical caseload of complex patients in speciality and to have a legal duty of care to your patients. To have the freedom to act to make own decisions about individual patient care, within professional, hospital and national guidelines
 - To be professionally and legally responsible and accountable for all aspects of your work including patient treatment, equipment use, resources and documentation (within clinical governance framework).
 - To provide specialist comprehensive assessment of patients, with complex presentations + needs, requiring a range of specialist skills, including highly developed physical skills, analytical skills and cognitive analysis skills
 - To provide specialist programmes of care using clinical reasoning skills to identify appropriate treatment options
 - To deliver appropriate treatment, using highly developed physical skills including a high degree of precision, by evaluating the effectiveness of treatment and adjusting plans / modalities of treatment as appropriate.
 - To support staff, with less clinical experience, through joint assessment, joint treatments, mentorship, supervision and advice and provide clinical support to other AHP's as required.

▪ Duties and Key Tasks

- To provide a high standard of specialist clinical expertise of manual, therapeutic and clinical decision skills in own speciality and to disseminate and share these skills with other staff, to help with their development.
- To work closely with the multidisciplinary team and involved people / agencies to ensure that a co-ordinated and planned approach to care is maintained with agreed outcome goals.
- To demonstrate appropriate use of risk assessment and to take appropriate action when risk is identified. To monitor the safety and safe use of all equipment used.
- To provide full and accurate documentation regarding patient treatment and to ensure that other staff in area of work or speciality do the same.
- **Training**
 - To be responsible for the training of own profession staff and own profession undergraduates (students) in own speciality, and other AHP staff groups through identifying training needs, planning and implementing regular in-service-training programmes, mentoring, supervision, appraisal etc.
 - To provide education and advice to own profession staff, other staff groups & agencies, patient groups, relatives and carers and the general public e.g. through local, regional or national fora and by a variety of means e.g. oral presentations, patient education programmes and written reports.
 - To be a role model and a source of highly specialist information and technical expertise for other staff (profession specific staff and other staff groups) regarding the effective management and treatment of patients in own speciality and across the AHP service.
 - To be responsible for own CPD activity and to collect relevant evidence to prove competency, in CPD portfolio.
 - To be trained in the use of the hospital computer systems
- **Research and audit**
 - To organise and undertake audit, patient surveys or research in order to analyse effectiveness of service, identify patient need and to plan for improving and developing services.
 - To analyse own performance and clinical effectiveness by critically appraising treatment, critically reviewing articles and peer review.
 - Key role in embedding evidence based practice and ensuring local, national and professional guidelines are reviewed, disseminated and implemented across clinical areas.
 - To collect information for national and local statistics including use of computer system.
 - To be involved in relevant groups and multi-professional working parties (in agreement with the AHP Inpatient Manager) in order to review services and to identify, recommend or implement changes in policy or procedure in AHP service and may also propose policy or service changes which affect the wider Trust.
- **Management**
 - To support the clinical Team leaders to ensure timely and appropriate treatment of patients within own speciality and to identify priorities or manage waiting lists.

■ Duties and Key Tasks

- To identify areas for service development, in conjunction with the appropriate Team Leader, to provide evidence to support proposals for changes in service and, if approved, to drive these changes forward.
- To be involved in investigating and responding to complaints against the service as required
- **Leadership**
 - To provide a good example of leadership, through effective team working, flexibility, enthusiasm and commitment to own speciality
 - At all times to provide a good role model of clinical practice and professional behaviour.
 - To be proactive in the analysis, provision and development of appropriate services in own speciality
 - To Motivate and guide staff in the provision of a high standard of service
 - To represent the AHP services within the Trust , when appropriate
- **General**
 - To contribute to the provision of an efficient and effective AHP service
 - To contribute to discussion on service developments.
 - To actively participate in the induction programme of newly appointed therapy staff and students; training them in basic elements of patient care, safety and to the running of the department.
 - To supervise non-qualified therapy assistants and students regarding record keeping and clinical workload.
 - May be required to provide training to other therapists, therapy assistants or members of wider MDT.
 - To take part in the Trust Contribution Framework – Appraisal and Supervision Programme.

■ Extra Factual Information

- **Communication**
 - May have to give sensitive, contentious information e.g. counselling patients re treatment options, giving unwelcome news about treatment prognosis.
 - Information received from the patient can be sensitive, emotional as patients confide their fears or anxieties for the future
 - There may be barriers to communication – behavioural or physical eg confusion, language problems, deafness.
 - Using motivational and persuasive skills to gain consent and compliance to treatment where there may be reluctance to participate in treatment.
 - To work within the legal framework and guidelines for patients who lack the capacity to give consent to treatment
 - Disseminating and sharing of information, educating staff, patients, others.
 - Case conferences and liaison with other staff, agencies, carers etc to ensure co-ordinated treatment programmes, aims of treatment and effective discharge planning`.

▪ Extra Factual Information

- Generally gives condition related information to patients or staff, which can be complex and requires a degree of empathy and sensitivity
 - Verbal information – Conversation, supervision, telephone calls etc.
 - Written information – case notes, nursing notes, therapy notes, observation charts, letters etc.
 - Can be on a one to one basis or within the team, can be within the profession (other therapy staff, therapy managers, students), with other health care professionals (Nurses, Social Workers, GP's, Medical staff), with others (porters, works department, ambulance control) and with the patient, their carers and families.
- **Physical Effort**
 - The assessments and treatments may require some degree of physical effort. There is a frequent requirement for moderate physical effort (due to the need for the manual handling and manoeuvring of patients, moving of equipment, use of hoists and walking aides).
 - Manual handling of patients during their treatment can be a high-risk activity due to their unpredictability especially when they have problems that affect their ability to co-operate fully with treatment.
 - The post holder will be expected to kneel, sit on heels, move inert adult limbs, support patients while walking, lift and transfer patients, push wheelchairs and use a hoist.
- **Physical Skills**
 - The post requires specific physical skills obtained through practice, in order to assist the patient with their rehabilitation e.g. moving paralysed limbs, assisting with shoulder exercises etc. The post also requires skills in manoeuvring equipment e.g. wheelchairs and keyboard skills for inputting data/statistics.
- **Mental Effort**
 - This job requires clinical reasoning skills in order to assess presentations of conditions and the ability to analyse and interpret the information to identify the appropriate problems / diagnoses. The same skills are necessary to enable the post holder to make judgements on selecting from a range of available treatment modalities and choices of treatment, in order to provide individualised programmes of care.
 - The work pattern is generally predictable but there is a frequent requirement for concentration on patient treatment and the patient's response to treatment.
- **Emotional Effort**
 - There is occasional exposure to distressing or emotional circumstances when giving sensitive / contentious information (e.g. progression of disease), or when giving unwelcome news to patients and relatives (e.g. treatment prognosis).
 - There are occasions when patients confide their anxieties or fears for the future. Relatives or friends of patients may also take therapy staff into their confidence and can impart distressing or emotional information.

▪ Extra Factual Information

- **Working Conditions**

- There is frequent exposure to unpleasant working conditions such as dealing with patients who are incontinent of urine and faeces, vomit. Occasional exposure to aggression.
- Due to unpredictable nature of community environments there may also be exposure to unpleasant working conditions.

Person Specification

Qualifications, Specific Experience & Training	Essential	Desirable	Measure
<ul style="list-style-type: none"> Graduate Diploma or BSc or equivalent qualification recognised by HCPC in Physiotherapy, Occupational Therapy, Dietetics or Speech & Language 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form
<ul style="list-style-type: none"> HCPC registration 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form
<ul style="list-style-type: none"> Member of Chartered Society of Physiotherapy, British Dietetic Association, Royal College of Occupational Therapy, Royal College of Speech and Language Therapists or similar 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form
<ul style="list-style-type: none"> Active collection of relevant CPD in portfolio 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Interview
<ul style="list-style-type: none"> At least 4 years post grad experience (including Experience as band 5 AHP to consolidate basic post-graduate skills & to develop more specialist skills followed by appropriate experience in a relevant area of work at band 6 (or equivalent) level 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form
<ul style="list-style-type: none"> Evidence of significant and relevant post registration training and relevant evidence in CPD portfolio in order to prove development of specialist clinical skills and development of highly developed specialist knowledge. Profession specific training in specialist area, recognised as equating to masters level, e.g MACP, Sensory Integration training, Bobath, PENG clinical update etc 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form
<ul style="list-style-type: none"> Demonstrate a high degree of expertise and competency in a wide range of skills which involves assessment and treatment underpinned by sound theoretical knowledge. Experience of highly complex caseload management. Experience of advising and guiding others within profession and other members of the MDT. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Ability to work as an autonomous clinician, managing own case load, including complex patients, and time, using clinical reasoning and analytical skill to perform appropriate assessment, identify problems and appropriate treatment plan 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview

Person Specification

Qualifications, Specific Experience & Training	Essential	Desirable	Measure
<ul style="list-style-type: none"> To have the analytical ability to be able to review treatment / services, with evidence of taking part in audit 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Demonstrate awareness of the roles of others in providing patient care and ability to work as an effective team member 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Ability to identify learning needs and develop the skills of staff and students in speciality. This includes mentorship, appraisal, supervision and training. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview

Knowledge and Skills	Essential	Desirable	Measure
<ul style="list-style-type: none"> Basic computer skills 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form
<ul style="list-style-type: none"> Knowledge and experience in hospital computer system 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Interview
<ul style="list-style-type: none"> Well developed theoretical knowledge underpinning clinical practice 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Good written and oral communication skills 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Good analytical, problem solving and clinical reasoning skills 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Ability to communicate within difficult circumstances and demonstrate empathetic approach to patients. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Interview
<ul style="list-style-type: none"> Excellent communication skills (written and verbal), analytical, problem solving skills and clinical reasoning 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Interview
<ul style="list-style-type: none"> Understanding of national issues and relating them to own clinical practice 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Interview

Personal Attributes	Essential	Desirable	Measure
<ul style="list-style-type: none"> Ability to work effectively as a member of a team 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	References
<ul style="list-style-type: none"> Ability to play an active role as a member of a team. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	References
<ul style="list-style-type: none"> Ability to be flexible and adaptable in order to support others and needs of the service. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Ability to work effectively without direct supervision 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	References

Personal Attributes	Essential	Desirable	Measure
<ul style="list-style-type: none"> Ability to take responsibility for an area of work / workload 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	References
<ul style="list-style-type: none"> Ability to show initiative 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Good organisational skills 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<ul style="list-style-type: none"> Ability to organise own workload and administrative procedures 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Interview

Organisation Chart

