

Job Description

<u>SECTION 1</u>	JOB DETAILS
Job Title:	Specialist Physiotherapist, Paediatric (Experienced Rotational)
Contract Type	Permanent
Contract Hours	1.0wte (37.5 hours/week)
Division/Directorate:	Therapies
Department/Ward:	Physiotherapy
Responsible to:	Head of Physiotherapy Services
Accountable to:	Head of Therapies
Base:	ROTATIONAL <ol style="list-style-type: none"> 1. Royal Glamorgan Hospital 2. Specialist and mainstream schools (across the Health Board) 3. Carnegie Clinic (Rhondda) 4. Ysbyty Cwm Cynon 5. Princess of Wales Hospital
Band:	6
Main Purpose of the Job:	

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To work as part of the Multi-disciplinary Team including doctors (of all grades), nurses (ward staff, clinical nurse specialists, school/nursery nurses, health visitors), other allied health professionals (occupational therapists, speech and language therapists, dieticians, orthotists, educational psychologists) and others (Social Services, Portage Advisors, ALAC, Specialist Seating Team, Local Education Authority) committed to enhancing the service and provisions to the child and family.

To participate in Band 6 rotations providing a high standard of clinical physiotherapy management (assessment and treatment) ensuring best current evidence based practice for patients referred to the paediatric physiotherapy service within the following areas depending on rotation:

- Children's wards and SCBU
- Children's out-patients within specialist Children's Centres/Clinics
- Home environment
- Special Schools across the University Health Board area
- Mainstream Schools across the University Health Board area

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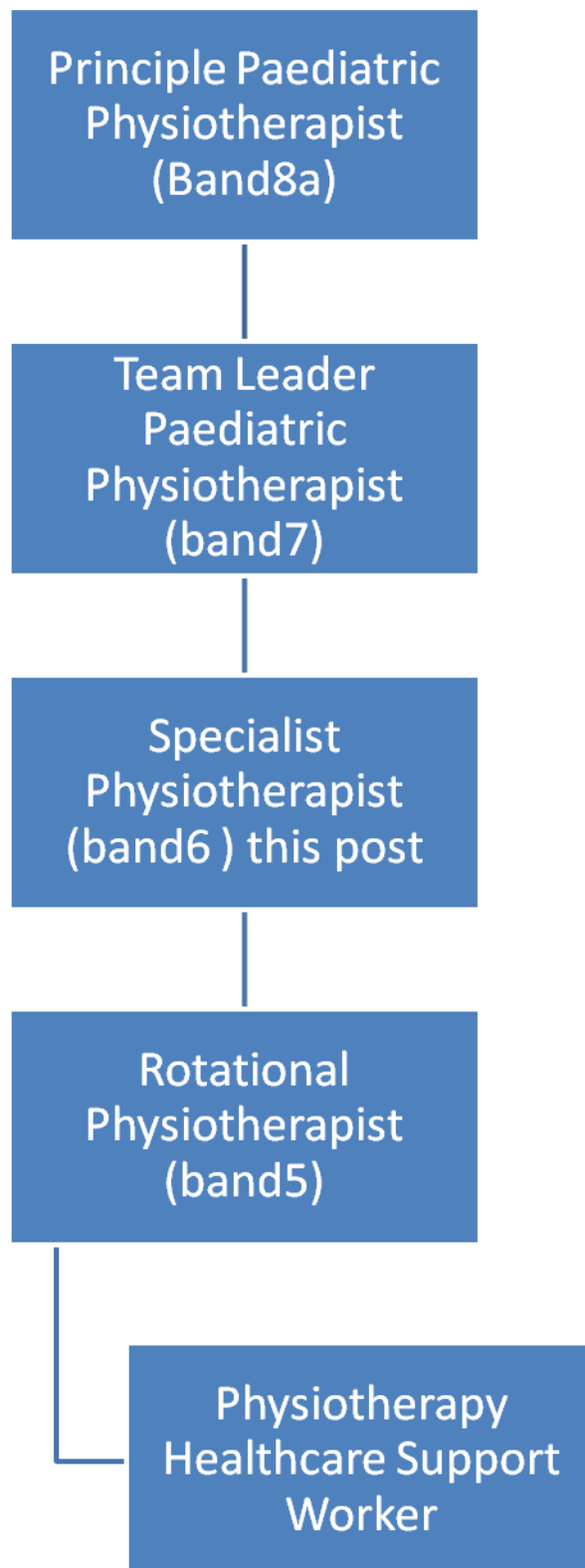
Principal Duties:

- To take delegated responsibility from the senior physiotherapist within a variety of settings for managing patients with particular conditions and be responsible for providing physiotherapy assessment and treatment plans for patients within each rotation.
- To manage own daily caseload, supervise physiotherapy assistants and guide/mentor junior physiotherapists and physiotherapy students.
- To provide regular specialist physiotherapy input to designated paediatric clinics providing patients/parents/carers with any physiotherapy advice/equipment, home treatment programmes that may be necessary and arrange out patient physiotherapy where appropriate.
- To be an active member of the out of hours emergency respiratory on-call rota and participate in other weekend rotas as required across the University Health Board.
- The post holder will be expected to assist in covering the work of absent colleagues as required by the Line Manager.

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Organisation Chart



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SECTION 2

1. Communications and Relationships skills

To communicate with patients, relatives, carers, doctors and nurses of all grades, other allied health professionals (occupational therapists, speech and language therapists, dieticians, psychologists, orthotists), Social Services and Local Education Authority. This communication will take various forms (written/verbal reports, verbal/electronic presentations) on a one-to-one basis and in groups (small patient education and group activity sessions).

- Using a range of verbal and non-verbal communication tools to communicate effectively with patients/parents/carers/guardians to progress rehabilitation and treatment programmes. This will include patients/parents/carers/guardians who may have difficulties in understanding or communicating e.g. may be dysphasic, depressed, have hearing/visual impairment or have learning difficulties, do not have English as a first language or may be unable to accept diagnosis
- To have regular communication with other Physiotherapy Team colleagues to ensure clinical practice is appropriate and informed
- To represent the department at staff meetings, group meetings and patient case conferences to provide input regarding patients under your care and to provide feedback to relevant staff
- To communicate effectively and work collaboratively with medical, nursing, therapy colleagues, appropriate school based staff (Special Educational needs Co-ordinator, Learning Support Unit/School based physiotherapists etc.) and Social Services Team to ensure delivery of a co-ordinated multi-disciplinary service to the child/young person. This will include case conferences, review meetings and discharge planning

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- To work closely with wheelchair services, specialist equipment agencies etc. to ensure physiotherapy treatment is fully integrated into the patients care programmes
- When working on the emergency on-call rota, provide advice to medical and nursing staff and other allied health professionals and carers

2. Knowledge, Training and Experience

The post holder will be expected to:

1. Be qualified to degree/diploma level in physiotherapy.
2. Have current HPC registration.
3. Have completed a comprehensive series of rotations to include all major specialties (Intensive Therapy Unit, General Surgical, General Medicine, Neurology, Trauma & Orthopaedic, Musculoskeletal Out-patients, Intermediate Care, Paediatrics) at junior grade level.
4. Have experience of NHS systems and procedures.
5. Have evidence of being current in mandatory training requirements (CPR, Manual Handling, Infection Control etc).
6. Have current experience of participation in out of hours emergency respiratory on-call rota and evidence of competency updates.
7. Have the ability to carry out the full range of duties required of the post which will include travel around the various sites where patient education and exercise classes are undertaken and visiting/treating patients in their own home environment.

3. Analytical and Judgmental Skills

On a daily basis the post holder will be required to decide priorities of own work area, balancing other patient related and professional demands and ensure these remain in accordance with those of the Physiotherapy Service as a whole. This will include:

- Undertaking a comprehensive assessment and identification

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of problems of paediatric patients including those with diverse or complex presentations/multi- pathologies/ emerging diagnoses which may be long term or life limiting and produce a treatment plan based on a sound knowledge of evidence based practice and treatment options using clinical assessment, reasoning skills and knowledge of physical treatment skills e.g. manual therapy techniques (including palpation of soft tissue and bony points, chest vibration/percussion and auscultation, endo- tracheal and naso-pharyngeal suction), patient and carer education, exercise therapy (including passive stretching/ mobilisation), hydrotherapy and other alternative options in agreement with patient/parent/guardian/ carers, obtaining consent in line with Health Board Policy

- Assessing patient/parent/carer/guardian understanding of treatment proposals, gaining valid informed consent and having the capacity to work within a legal framework with patients who lack capacity to consent to treatment
- Evaluating patient progress, reassessing and altering treatment programmes as required. Formulating and recommending best course of intervention, developing comprehensive discharge plans
- Providing assessments and advice on appropriate seating, standing frames, mobility aids and other physical equipment provided to the child/young person for therapeutic interventions and liaising with and advising parent/guardian/carers, ward staff, school staff and others as appropriate for its on-going use in line with University Health Board Guidelines
- Participating in statutory assessment of special educational needs for children/young persons and regular Review as appropriate, staying within the time frame guidelines
- Demonstrating a sound understanding of Clinical Governance and Risk Management especially as it applies to aspects of work in relation to location of treatment (e.g. physiotherapy department, home visits, ward, school facilities) and implementing any policies which may be required to improve safety of your work area including your recording and reporting of incidents to line manager
- When working on the emergency on-call rota undertaking

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assessment and treatment of acutely ill patients with respiratory problems who may have a complex presentation and maintaining associated records as an autonomous practitioner

4.Planning and Organisational Skills

The post holder will be responsible for the designated area of work, as required by the Head of Physiotherapy Services and physiotherapy line manager, to plan and organise efficiently and effectively patient care and time management. The post holder will manage their own daily caseload as an autonomous practitioner and provide guidance and supervision for the work of junior physiotherapy staff and students.

5. Physical Skills

The post holder will be expected to have the physical skills to carry out an array of physiotherapy treatment techniques to a high level of accuracy for treatment programmes to be effective (e.g. physical assessment skills, manual treatment skills, manual handling skills, the ability to demonstrate exercises and mobility techniques) and keyboard/ IT skills to record patient notes, produce individualised treatment programmes for home use and produce teaching aids for patients, junior staff and students.

6. Patient/Client Care Responsibilities

The Post holder will be responsible for the assessment and treatment of patients who may have complex and/or chronic presentation. This will include:

- Determination of clinical diagnosis and physiotherapy treatment indicated
- Referral for further assessment/interventions to other health professionals
- Devising/prescribing individualised exercise programmes
- Teaching and taking patients through the exercise

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programmes

- Monitoring progress (subjective and objective) adapting activities according to individual needs
- Teaching patient and parent/guardian/carer self-management of condition
- Being aware of barriers to understanding and communication and adapting own communication techniques to address any impairment this will include the ability to work within a legal framework with patients who lack the capacity to consent to treatment

7. Policy and Service Development/Implementation

The post holder will:

- Be familiar with and follow Department, University Health Board and Statutory Policies and Procedures (Clinical Governance, Risk Management, Child Protection, Lone Worker, Safe Handling of Waste, Cardiopulmonary Resuscitation, Fire and Emergency Evacuation, Needlestick/Sharp/Blood Splash Incidents)
- Adhere to Service policy regarding competence to use equipment and ensure the safe use of equipment by others by means of teaching, training and supervision of practice
- Participate in regular reviews of the Service in collaboration with line manager and Head of Physiotherapy Services to recommend changes to existing policies/procedures
- Be a regular contributor to discussions regarding the development of new policies, protocols and guidelines internal and external to the organisation as the Service moves forward

8. Financial and Physical Resources:

The post holder will be responsible for the safe and competent use (by self and others) of all electrotherapy equipment, exercise equipment and patient aids and appliances. There will also be a requirement to ensure safe and secure carriage of equipment to and from community sites in compliance with University Health Board Health

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& Safety policies.

9. Human Resources:

The post holder will be required to promote high standards of physiotherapy care:

- supervising the work of physiotherapy assistants and physiotherapy students and guiding Band 5 physiotherapists (rotational) in time management and prioritisation of their caseload
- teaching junior staff and student physiotherapists to graduate level on physiotherapeutic skills within core clinical areas
- teaching, assessing and contributing to the performance appraisal of newly qualified physiotherapists and physiotherapy assistants/technical instructors

10. Information Resources:

The post holder will be responsible for the maintenance of accurate, comprehensive and up to date documentation in accordance with legal departments' requirements and communicate assessments and treatment results to the appropriate disciplines in the form of letters, reports and verbal feedback to the multi-disciplinary team and others as appropriate maintaining patient confidentiality at all times.

There will be active involvement in the collection of appropriate data and statistics (throughput, referrals, waiting list, outcomes) for the use of the department as directed by the Head of Physiotherapy Services.

11. Research and Development:

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The post holder will be required to participate in audit relevant to the Physiotherapy Service (clinical or administrative) as directed by the Head of Physiotherapy Services.

12. Freedom to Act :

Operating within professional codes of practice and mindful of departmental, University Health Board and statutory policies the post holder will:

- Manage their own daily clinical caseload as an autonomous practitioner and provide supervision and guidance for junior physiotherapy staff, and physiotherapy students. This will include deciding priorities of own work area and supporting junior colleagues in prioritising their workload balancing other patient related and professional demands and ensuring that these remain in accordance with those of the Physiotherapy Service as a whole
- Decide the appropriateness and level of patient involvement in their rehabilitation programme. This will include devising, reviewing and adapting the exercise programmes as necessary for effective outcomes to be achieved
- When working as a lone practitioner during emergency on-call duties assess and treat acutely ill patients and maintain associated records

Effort & Environment Factors:

The information requested below is for supplementary purposes, to support an accurate job matching outcome, by clearly identifying the post holder's exposure to certain conditions whilst undertaking the job role.

13. Physical Effort

There will be a frequent requirement to expend moderate physical effort for several periods during the working day evidenced by:

- Manoeuvring babies, children and young persons daily, whilst carrying out assessment and treatment
- Organising, preparing, controlling and taking part (demonstrating and assisting patients) exercise classes
- Transporting loads to and from venues within the community setting (mobility aids, notes) and placing and re-arranging furniture and exercise equipment to maintain staff and patient safety and comfort

14. Mental Effort

The post requires frequent episodes of concentration daily within an unpredictable work pattern as evidenced by:

- Reading/analysing referrals and patient records, assessing patients, writing up patient notes, inputting data
- Responding to patient/parent/carer/other health care professionals enquiries
- Preparing teaching materials for patient education sessions and for training of physiotherapists, students and other healthcare professionals
- Responding to calls from wards where acutely ill patients are requiring physiotherapy input
- Covering the work of absent colleagues at short notice
- Responding to telephone calls/bleep whilst undertaking out of hours emergency respiratory on-call duties

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15. Emotional effort

The post holder will experience frequent exposure to distressing circumstances as evidenced by:

- Dealing empathetically on a daily basis with patients, relatives and carers who may display high levels of anxiety and aggression/challenging behaviour (caused by pain, limited mobility, terminal illness, chronic degenerative disease and non- acceptance of diagnosis)
- Occasionally the post holder will be directly involved in giving unwelcome news to patients and their relatives (explaining limitation of their condition, possible poor prognosis and when maximum effectiveness of treatment has been reached)
- Direct contact with patients/families involved in Child Protection issues

16. Working Conditions

The job involves frequent exposure to unpleasant working conditions on a regular (daily) basis e.g. bodily fluid including sputum, vomit, blood, urine, fleas, lice, odours and occasional exposure to verbal and physical abuse. There may also be occasional exposure to cigarette smoke and adverse contact with household pets within the patients' home environment.

SECTION 3

KSF Post Outline

Dimension Type	Dimension Number	Dimension Name	Foundation Gateway (Subset Outline)		Second Gateway (Full Outline)	
			Level	Indicator(s)	Level	Indicator(s)
Core	C1	Communication	3	A-F	3	A-F
Core	C2	Personal and People Development	2	A-F	3	A-G
Core	C3	Health, Safety and Security	2	A-F	3	A-E
Core	C4	Service Improvement	2	A-F	3	A-G
Core	C5	Quality	2	A-F	3	A-G
Core	C6	Equality and Diversity	2	A-D	3	A-E
Specific	HWB2	Assessment and Care Planning to meet Health and Wellbeing needs	3	A-G	4	A-H
Specific	HWB7	Interventions and Treatments	3	A-I	4	A-H
Specific	IK2	Information Collection and Analysis	2	A-F	3	A-H
Specific	G1	Learning and Development	2	A-F	3	A-F

NB This Outline is **not** a substitute for a complete KSF post outline which must be approved via the e-ksf tool. No post can be advertised without an approved KSF Outline and matched Job Description.

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SECTION 4

Normal Hours

37.5 hours per week

The post holder will be required to take part in the out of hours emergency respiratory on call rota and other weekend rotas as appropriate.

Performance Appraisal

You will be expected to participate in the Performance Development Programme, a part of which is Performance Appraisal.

Registered Health Professional

All employees of Cwm Taf Morgannwg UHB who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.

Lease Car

This post will be assessed for lease car viability. Post holder will be informed as appropriate.

Job Limitation

At no time should you work at a level outside your level of competence. If you have concern regarding this please discuss immediately with your Line Manager/Supervisor. All staff therefore have a responsibility to inform those supervising their duties if they do not feel competent to perform a duty/task.

You must be aware of your Terms and Conditions of Service (read your Statement of Main Terms and Conditions)

If relevant to your role access advice and support from appropriately qualified persons in respect of on-site, on-call and call in arrangements.

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Staff have a responsibility to access Occupational Health and other support for advice in times of need.

Risk Management/Health & Safety

The Cwm Taf Morgannwg UHB is committed to protect its staff, patients, assets and reputation through an effective risk management process. The post holder will be required to comply with the relevant Health & Safety Policies, actively participate in this process and have responsibility for managing risks and reporting exceptions.

Records Management

As an employee of Cwm Taf Morgannwg UHB, you are legally responsible for all records that you gather, create or use as part of your work within the Organisation (including patient health, financial, personal and administrative), whether paper based or on computer. All such records are considered public records, and you have a legal duty of confidence to service users. You should consult your manager if you have any doubt as to the correct management of records with which you work.

Confidentiality of Information

Any matters of a confidential nature must not be divulged or passed on to an unauthorised person(s) or third party under any circumstances either during or after employment except in the proper course of your employment or as required by law, by Cwm Taf Morgannwg UHB or both. Any such breach of confidentiality may be regarded as gross misconduct and may lead to disciplinary action.

Training & Development

All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure any mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.

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Review

The duties of this post are not inflexible and will be reviewed periodically and may be changed to be consistent with the grading of the post as the organization develops following consultation with the post holder.

Equality

The Cwm Taf Morgannwg University Health Board will take all practicable steps to ensure that staff are recruited, managed, developed, promoted and rewarded on merit and that equal opportunities are given to all staff. Each employee is responsible for his or her own professional and personal behaviour and it is a requirement of all staff to conduct themselves in a manner, which does not cause offence to another person. The Cwm Taf Morgannwg University Health Board is also committed to providing a safe, healthy and working environment and will take all practicable steps to avoid and eliminate harassment of any kind of its employees at work.

Signed: (Post
Holder)

Date:

Signed: (Directorate
Manager)

Date:

Signed: (Divisional
Manager)

Date

Date Job Description
compiled:

Date for review:

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Person Specification

Job Title: Physiotherapist Specialist, Paediatric (Experienced Rotational)		Band: 6		
Department: Physiotherapy		Responsible to: Paediatric Team Leader		
Area	Essential at recruitment	Desirable	Fully competent	Assessed by
1. Education/Qualifications / Training	Degree/Diploma in Physiotherapy. HCPC Registration. Evidence of broad spectrum clinical knowledge/skills base. Member of Chartered Society of Physiotherapy	Recent attendance on validated Clinical Educators course. Evidence of attendance on appropriate courses to enhance specialist paediatric skills.		Application Form Interview Production of evidence (certificates etc)
2. Experience	Experience as junior (Band 5) on rotation (including respiratory, critical care, orthopaedics, neurology, general medicine, paediatrics) Experience of NHS systems and	Experience in hydrotherapy, individual and group work. Experience in taking specific exercise classes.		Application Form Interview References

	<p>procedures</p> <p>Experience of MDT working</p> <p>Current experience of participation on emergency respiratory on-call rota.</p>	<p>Previous experience of working at Band 6.</p>		
3. Skills	<p>Good communicator (written and verbal)</p> <p>Ability to keep accurate and legible patient notes</p> <p>Ability to organise and prioritise/good time management</p> <p>Key board skills/IT skills</p>	<p>Presentation skills</p> <p>Class taking skills</p>		<p>Application Form</p> <p>Interview</p> <p>Production of evidence (certificates etc)</p> <p>References</p>
4. Knowledge	<p>Sound understanding of Rules of Professional Conduct and the legal responsibilities of the profession</p> <p>Knowledge of Protection of Vulnerable Adults policy and Child Protection policy</p>	<p>Knowledge of NICE guidelines relevant to area of work</p> <p>Awareness of CSP standards/guidelines relevant to area of work</p>		<p>Application Form</p> <p>Interview</p> <p>Production of evidence (certificates etc)</p> <p>References</p>

5. Personal Attributes	<p>The ability to work individually and as part of a multi-disciplinary team</p> <p>Ability to work with all levels of personnel</p> <p>Self motivated and capable of motivating others</p>	Ability to speak Welsh		<p>Application Form</p> <p>Interview</p> <p>References</p>
6. Circumstances e.g. Mobility/availability-special attendance requirements	<p>Ability to carry out full range of duties (including travel between the various programme venues and home visits)</p> <p>Good time keeping/punctuality</p> <p>Availability for on-call and other out of hours rotas</p>			<p>Application Form</p> <p>Interview</p> <p>References</p>
7. Physical Requirements and attributes	<p>The physical ability to perform and cope with all aspects of manual handling of equipment and patients</p>			<p>Application Form</p> <p>Interview</p> <p>Production of evidence (certificates etc)</p> <p>References</p>
8. Any other special requirements not covered by 1-7 above	<p>Recognition of own level of competence</p> <p>Flexible working hours</p>			<p>Application Form</p> <p>Interview</p> <p>Production of evidence</p>

	DBS (Enhanced)			(certificates etc) References
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Signed: (Post Holder)	Date:
Signed: (Directorate Manager)	Date:
Signed: (Divisional Manager)	Date:
Date for review:	