

## Job description for Specialist Podiatrist Band 6

### About us – team NHFT

As a **health and wellbeing organisation** here at **team NHFT** we are dedicated to continually **innovate** and **strive to make a difference** to our community and those working for our Trust, we aim to serve the people of Northamptonshire and surrounding areas with **safe, quality care**. We deliver this from an understanding of our local healthcare needs, economy and the changing demands of our community.

**Our mission**, **making a difference for you, with you** was chosen by our staff and stakeholders. It means in everything we do and through every service we provide, we want to make a **positive difference in people's lives** – for **those we care for**, **those we work with** and **those who work with us**. **Everyone is part of our team**.

Our core strategy is to be an **employer of choice**, **a great place to work** and be known for a **diverse and inclusive culture** whose staff feel **valued**. We provide a range of NHS services including physical, mental health and specialty services provided in hospital settings and out in the community within schools, GP clinics and patients own homes.

Here at NHFT we pride ourselves on our 54321 roadmap, pictured here which encompasses our **PRIDE values**, **leadership behaviours**, **teams**, **enablers** and **our mission** all of which are driven by **our vision of 'being a leading provider of outstanding, compassionate care'**. We are extremely proud to say this has also been recognised by the Care Quality Commission (CQC) and our CQC rating of **Outstanding for team NHFT**.



## This role...

The Diabetic and High Risk Podiatry service works county wide across Northamptonshire from a number of community clinical sites and both Acute Trusts at Kettering and Northampton General Hospital sites. You will have an interest in the high risk foot including diabetic foot disease.

You will assess, diagnose and manage the on-going primary care of patients within a specialist area. Your case load will fall within the chronic disease management groups, particularly diabetes, inflammatory arthritis, musculoskeletal disorders and nail surgery. In particular, care will be provided to patients with:

- High risk foot health and associated co morbidities
- circulatory and neurological deficit and reduced tissue viability
- painful gait anomalies
- complex medical conditions, e.g. diabetes, rheumatoid arthritis, which potentially have a major impact on their foot pathology
- complex bio mechanical conditions within the high risk caseload
- Pediatric biomechanics
- Provision of Orthotics

The post holder will be expected to have an identified caseload of patients, the majority of which will be in the above categories and to undertake all associated communication with other healthcare professionals and the appropriate multi-disciplinary team.

You will be part of a highly motivated team, providing specialist clinical care across community and/or acute settings. You will assess, diagnose and develop and provide treatment plans for patients at high risk or with chronic disease as appropriate for clinical need.

You will maintain patient care where possible within the community referring for acute care as appropriate. You will develop and implement continual health awareness programme for each patient provide appropriate clinical interventions and monitor outcomes.

## About you

Behaviours and Values	Knowledge and Experience
<ul style="list-style-type: none"> <li>• Approachable and accessible to colleagues and across the organization.</li> <li>• Ability to work in a flexible way and respond to change.</li> <li>• Ability to work in a fast paced and challenging environment.</li> <li>• Reliable and consistent in approach, demonstrating empathy and an open communication style with all team members, fostering this culture across the team.</li> <li>• A proactive team member motivating the team on a daily basis, bringing all team members together in providing high standards in the provision of podiatric care to the caseload</li> <li>• Encourage others to make decisions of their application of knowledge and skills.</li> <li>• Able to deal with interruptions/queries from colleagues throughout the day.</li> <li>• Demonstrate leadership skills and emulate trust leadership values</li> </ul>	<p>You will have</p> <ul style="list-style-type: none"> <li>• BSc Hons Degree or equivalent / Diploma in Podiatric Medicine</li> <li>• Health Professions Council/License to Practice</li> <li>• Holder of Certificate in Local Analgesia</li> <li>• Experience at Post Graduate level within the NHS</li> <li>• Evidence of post graduate courses</li> <li>• Completed the Diabetic Foot Module or intend to complete</li> <li>• Demonstrate sound broad clinical knowledge of management of a general caseload including assessment, diagnosis and development of specialized treatment plans, which includes high risk patients</li> <li>• Knowledge and experience of undertaking minor surgical procedures, biomechanics and prescribing of orthotics.</li> <li>• Demonstrates good analytical and reflection skills.</li> <li>• Good presentation skills, both written and verbal</li> <li>• Excellent communication skills with an ability to vary your method of communication to suit your audience and overcome barriers</li> <li>• Be a proactive, positive team member contributing to team dynamics and training</li> <li>• Knowledge of standards of record keeping</li> <li>• Negotiation and problem solving skills.</li> <li>• Well organised and good time manager with the ability to manage you own time an work flexibly across the day responding to demands</li> <li>• You ail be self-motivated and enthusiastic</li> <li>• You will have good IT skills and be familiar with electronic patient record keeping e.g. System 1</li> <li>• Understand patient confidentiality and clinical governance</li> </ul>

### Skills and Abilities

- Excellent time management and organisational skills
- Excellent interpersonal skills
- Ability to work independently and organise a varied workload, meeting competing demands.
- Ability to maintain confidentiality and represent the professional face of the Diabetic and High risk foot service, dealing with any conflict in an appropriate manner; dealing with and de-escalating complaints if possible
- To manage and prioritise own caseload independently.
- To manage a service to patients within the community with particular emphasis to patients deemed at high risk i.e. circulatory / tissue viability problems
- To use specialist knowledge to inform sound clinical judgements/decision making for case management
- To demonstrate specialist knowledge underpinned by current evidence based practice.
- To make a differential diagnosis on the basis of evidence from assessment seeking advice as appropriate
- To assess, develop and implement treatment plans. Develop and implement continual foot health awareness programme for each patient.
- To demonstrate the ability to reflect on practice with peers and mentors and identify own strengths and development needs
- To work within infection control and health and safety guidelines in order to deal appropriately with unpleasant conditions related to client contact as they arise: for example exposure to body fluids, infectious conditions, which will be encountered on a regular basis
- To employ appropriate strategies to manage aggressive behaviour within the workplace
- To possess and develop negotiation skills in the management of conflict across a range of situations
- Ability to deal with distressing or emotional circumstances such as when delivering poor prognosis to patients concerning their foot disease.
- Ability to work in a busy, sometimes pressurised environment, prioritising competing demands
- To undertake podiatric treatments requiring a high degree of manual dexterity, and hand/eye co-ordination and fine motor skills, eg nail surgery/debridement
- To demonstrate skills in handling clients with restricted mobility, and often complex chronic medical conditions.
- To work closely with patients and carers, agreeing decision making relevant to the patient management o demonstrate empathy with clients, carers and families and colleagues, ensuring that effective communication is achieved, particularly where barriers to understanding exist
- To have due regard for your own personal safety and that of patients/carers, in particular to have regard to moving and handling regulations, restraining policies and ensure the safe positioning of self and others
- Be prepared and able to work in confined spaces and have ability to move and handle patients with restricted mobility i.e. wheelchairs.
- To maintain intense concentration in all aspects of patient management for prolonged periods .
- To be flexible to the demands of the environment including unpredictable work patterns, deadlines and frequent interruptions
- To identify personal/professional development evidenced by Personal Development Plan/ Professional Portfolio developed within an appraisal framework

## About the role – linking with our 4 Leadership Behaviours



### ENGAGING PEOPLE/WORKING TOGETHER

- Share knowledge and experience within the team to promote learning opportunities for all.
- Ability to motivate self and others.
- Participate in and contribute to team meetings and CPD
- Work together with the team sharing knowledge and skills
- Participate in audit as required by the service
- Evaluate and monitor patient outcomes to ensure quality of service provision
- Participate and communicate with the wider primary and acute care teams liaising with other health care professionals
- To possess and develop negotiation skills in the management of conflict across a range of situations
- To develop skills in motivating clients and /or carers to engage in the therapeutic process
- To maintain up to date and accurate case notes in line with professional standards and local trust policies
- To share information with others, observing data protection guideline
- To supervise the work of Foot care and Clinical Surgery Assistants as appropriate
- To supervise student placements as appropriate
- To develop skills in motivating clients and /or carers to engage in the therapeutic process
- To act as a mentor to less experienced podiatrist.
- To assist in the support of students from other professional groups as appropriate

### BEING AUTHENTIC

- Be a role model of the leadership behaviors that build engaged staff and teams.
- Deal effectively with conflict and verbal abuse de-escalating if possible
- Engage in appraisal and supervision
- Maintain up to date mandatory training compliance
- Employ excellent communication skills with the patient caseload, modifying the your method of delivery to suit the audience especially where there are barriers to understanding
- To be accountable for own professional action and recognise own professional boundaries, seeking advice as appropriate
- To work independently accessing appraisal within an Individual Performance Framework at pre-determined intervals To work within defined departmental and national protocols/policies and professional code of conduct
- To communicate complex condition related information from assessment to clients, carers, families and members of the multi-disciplinary team/other professions
- To deal with initial complaints sensitively, avoiding escalation where possible
- To maintain sensitivity at all times to the emotional needs of patients and their carers in particular when imparting potentially distressing information regarding the treatment and at risk status of patient
- To work within defined service, national protocols and your professional code of conduct











## TAKING RESPONSIBILITY

- Be aware of key performance indicators and manage compliance within your own caseload
- Review processes, procedures and systems to support continuous service improvements, developing, and recommending, and implementing changes to improve quality, efficiency, cost-effectiveness.
- Maintain CPD and share learning within the team
- To attend relevant training and development in order to maintain and develop skills and knowledge required of a specialist podiatrist working in the specialist field and maintain up to date HPC registration
- To demonstrate knowledge of, and adhere to professional and clinical and national and local clinical guidelines
- To participate in the development of local clinical guidelines informed by evidence within your clinical specialist area
- To participate in the development and delivery of specialist training (formal and informal) to others in area of clinical expertise with and without support
- To keep up to date with new techniques and developments for the promotion and maintenance of good practice in specialist field
- To provide advice to non-specialists and other specialists/professionals within clinical field
- To develop a working knowledge of the principles of Clinical Governance and their application to professional practice
- To contribute to inter-agency/multi-disciplinary team building
- To be aware of, adhere to and implement service and team plans and policies
- To use specialist knowledge to inform service/policy development as appropriate
- To monitor stock levels in own service area and request new stock and equipment as appropriate
- To be responsible for the security, care and maintenance of equipment ensuring standards of infection control and safety are met

## EMBRACING CHANGE

- To participate in and develop innovations in areas of risk management, quality standards setting and clinical effectiveness
- To undertake Clinical Governance /audit projects within local service
- To participate in departmental research and clinical governance/audit projects
- To collect and provide research data as required
- To gather activity data accurately and regularly, ensuring the provision of such information promptly within local Trust guidelines
- To participate in specialist training in area of clinical expertise
- To assist with the identification of training needs within the team, and appraise less experienced staff as appropriate to the team structure.
- To develop the ability to target training/education (formal and informal) appropriately to the needs of patients and/or carers
- To develop the ability to reflect on and evaluate training provided
- To adapt practice to meet individual patient/client circumstances
- The post holder must be aware of the responsibilities placed upon them under the Health and Safety Act to ensure that agreed procedures are carried out and that a safe working environment is maintained for patients, visitors and employees.
- Be aware of, adhere to and implement service team policy and use specialist knowledge to contribute to service and policy development
- To participate in individual performance review ensuring the your personal objectives reflect your clinical specialism and that of the service

## Benefits

Salary	Location of work	Permanent/fixed term								
<div></div> <div><b>Band 6</b> You will be paid on the 27<sup>th</sup> of each month. If this date falls at a weekend you will be paid on the Friday before this date.</div>	<div></div> <div>County wide based at a community clinic Must be able to travel independently to other bases in the Trust across Northamptonshire.</div>	<div></div> <div><b>Permanent</b></div>								
Hours/pattern of work	Annual leave and bank holiday entitlement	Pension entitlement								
<div></div> <div>Full Time 37½ hours per week, worked as 7.5 hours per day Monday – Friday Negotiable part time hours</div>	<div></div> <table><tr><td>Length of service</td><td></td></tr><tr><td>On appointment</td><td>27 days + 8 days</td></tr><tr><td>After five years' service</td><td>29 days + 8 days</td></tr><tr><td>After ten years' service</td><td>33 days + 8 days</td></tr></table>	Length of service		On appointment	27 days + 8 days	After five years' service	29 days + 8 days	After ten years' service	33 days + 8 days	<div></div> <div>Details on the benefits of the NHS Pension Scheme can be found here:  <a href="https://www.nhsbsa.nhs.uk/nhs-pensions">https://www.nhsbsa.nhs.uk/nhs-pensions</a></div>
Length of service										
On appointment	27 days + 8 days									
After five years' service	29 days + 8 days									
After ten years' service	33 days + 8 days									
Health and Wellbeing	Learning and Development	Equality and diversity								
<div></div> <div><b>Because your health matters too</b>  Our Occupational Health and Wellbeing team support our staff through many different channels. Whether you have a physical or emotional issue or want to take positive steps to improve your fitness, this team can help you.</div> <div></div>	<div></div> <div>Our Learning and Development team provide effective and impactful learning solutions for our staff. Our experienced team of facilitators offer a wide range of opportunities from corporate induction, mandatory and role specific training, personal development and leadership training.</div>	<div></div> <div>We are committed to ensuring people are treated equally and fairly whether at work, during care or out in the community. Equality, diversity and inclusion will always be a core focus and commitment for team NHFT. We have a number of staff networks to support</div>								



		this focus too. These networks are open to all our staff.
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Find out more about us at:  
[www.bit.ly/24hoursinNHFT](http://www.bit.ly/24hoursinNHFT)  
[www.nhft.nhs.uk](http://www.nhft.nhs.uk)

### **Confidentiality and Data Protection**

Any matters of a confidential nature, including patient and staff records, and any commercially sensitive information must, under no circumstances, be divulged or passed on to any unauthorised person or persons without a legal basis to do so. In accordance with the Data Protection Act 2018, if you are required to access personal data held in any format, you will be expected to adhere to the Trusts Information Governance Policies, copies of which are held on the staff intranet.

Any breach of confidentiality or data protection legislation will result in disciplinary action and may result in summary dismissal.

### **Infection Control**

The prevention and control of healthcare associated infections in service users, staff and visitors is taken seriously by the Trust. All staff employed by Northamptonshire Healthcare NHS Foundation Trust are required to adhere to the Trust infection control policies and procedures.

Employees must be aware of the importance of protecting themselves, service users and visitors and of maintaining a clean safe environment. Any breach in infection control practice, which places service users, other staff or visitor at risk, may result in disciplinary action. Each staff member is responsible for ensuring they identify together with their manager, their infection control training needs in their PDP.

### **Health and Safety**

To carry out the duties placed on employees by the Health and Safety at Work Act 1974 i.e.

- I. To take reasonable care for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.
- II. To co-operate with their employer as far as is necessary to meet the requirements of the legislation.
- III. Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety or welfare in the pursuance of any relevant statutory provision.



### **No Smoking**

In order to protect the health of employees, patients and visitors, Northamptonshire Healthcare NHS Foundation Trust operates a No Smoking Policy. Therefore smoking is prohibited in all of the Trust's buildings, grounds and all Trust-owned or leased vehicles.

### **Equality and Diversity**

To ensure that all duties are carried out to the highest possible standard, and in accordance with current quality initiatives within the area of work and the Trust Managing Diversity and Equal Opportunities in Employment Policy.

### **Risk Management**

To have a commitment to identify and minimising risk, report all incidents and report to manager any risks, which need to be assessed.

### **Safeguarding Adults and Children**

It is the duty of all staff working for the Trust;

- To recognise that promoting the welfare and safeguarding children, young people and adults is everyone's business and access training and supervision as appropriate to the role.
- To support the organisation in ensuring service users are protected from abuse or the risk of abuse and their human rights are respected and upheld.
- To ensure concerns are responded to appropriately in line with the Trust's Safeguarding Adults Policy and the Child Protection Policy and interagency safeguarding procedures.
- To comply with recruitment and other checks as requested by the organisation including undertaking an Enhanced Disclosure via the Criminal Records Bureau.

### **Professional Registration**

All qualified/ professional staff are required to adhere to the relevant Code of Practice (and other guidance issued by them). It is the responsibility of the individual concerned to keep professional registered and updated in accordance with the requirements of the relevant Code of Practice and to follow guidance issues by the professional body.

### **Policies and Procedures**

The post holder is expected to comply with all relevant Trust policies, procedures and guidelines. Any contravention of the Trust Policies or managerial instructions may result in disciplinary action being initiated.

**Review of Job Description/ Person Specification**

This is not an exhaustive list of duties and responsibilities, but indicates the key responsibilities of the post. The post holder may be required to undertake other duties as may reasonably be required commensurate with the grade and/ or hours of work at the postholder's initial place of work or at any other of the Trust's establishment.

**NOTE:** This is a description of the job as it is at present constituted. It is the practice of this Trust regularly to examine employee's job descriptions and to up-date them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed.