

# SHAPE YOUR STORY

## Recruitment Information Pack



Insert Full Job Title here



## Our Vision

To be a high-performing group of NHS hospitals, renowned for excellence and innovation, providing safe and compassionate care to our patients in east London and beyond.

## WeCare about our ambition for excellence

Our WeCare values shape everything that we do, every single day. They are visible in every interaction we have with each other, our patients, their families and our partners.

WeCare about everything from the appointment letters our patients receive, to the state of our facilities when they walk through the door, to the care and compassion they receive when they are discharged. WeCare that the people who join our trust will hold the same values as we do, so our values are embedded within our recruitment and selection processes. WeCare that you feel valued working here, so our values also guide our training and development and performance and talent management. WeCare about working with suppliers that live and breathe our values too.

We have come a long way on our journey to delivering safe and compassionate care. By embracing these values as the way we behave around here, we will achieve our ambition for excellence.

Value	Key behaviours
<b>W</b> <b>WELCOMING</b>	<ul style="list-style-type: none"> <li>Introduce yourself by saying "Hello, my name is ..."</li> <li>Smile and acknowledge the other person(s) presence</li> <li>Treat others as you would wish others to treat you</li> <li>Ensure the environment is safe and pleasant for our patients, our colleagues and our visitors</li> </ul>
<b>E</b> <b>ENGAGING</b>	<ul style="list-style-type: none"> <li>Get involved in making improvements and bring others with you</li> <li>Encourage feedback from patients and colleagues and respond to it</li> <li>Acknowledge efforts and successes; say thank you</li> <li>Use feedback to make improvements, and empower colleagues to do this without needing to seek permission</li> <li>Appreciate that this may be a new experience for patients and colleagues; help them to become comfortable</li> </ul>
<b>C</b> <b>COLLABORATIVE</b>	<ul style="list-style-type: none"> <li>Give time and energy to developing relationships within and outside own team</li> <li>Demonstrate pride in Team Barts Health</li> <li>Respect and utilise the expertise of colleagues</li> <li>Know your own and others' part in the plan</li> </ul>
<b>A</b> <b>ACCOUNTABLE</b>	<ul style="list-style-type: none"> <li>Always strive for the highest possible standard</li> <li>Fulfil all commitments made to colleagues, supervisors, patients and customers</li> <li>Take personal responsibility for tough decisions and see efforts through to completion</li> <li>Admit mistakes, misjudgements, or errors; immediately inform others when unable to meet a commitment; don't be afraid to speak up to do the right thing</li> <li>Do not pretend to have all the answers; actively seek out those who can help</li> </ul>
<b>R</b> <b>RESPECTFUL</b>	<ul style="list-style-type: none"> <li>Be helpful, courteous and patient</li> <li>Remain calm, measured and balanced in challenging situations</li> <li>Show sensitivity to others' needs and be aware of your own impact</li> <li>Encourage others to talk openly and share their concerns</li> </ul>
<b>E</b> <b>EQUITABLE</b>	<ul style="list-style-type: none"> <li>Value the perspectives and contributions of all and ensure that all backgrounds are respected</li> <li>Recognise that individuals may have different strengths and needs, and that different cultures may impact on how people think and behave. Be curious to find out</li> <li>Work to enact policies, procedures and processes fairly</li> <li>Be open to change and encourage open, honest conversation that helps foster an inclusive work and learning environment</li> <li>Remember that we all have conscious and unconscious bias; get to know what yours are, and work to mitigate them</li> </ul>



## Job Particulars

<b>Job Title</b>	Specialist Respiratory Physiotherapist
<b>Pay Band</b>	<i>Band 6</i>
<b>Location</b>	Royal London Hospital, St Bartholomew's Hospital, Community
<b>Reports to</b>	Clinical Lead Therapist
<b>Responsible to</b>	Head of Therapies

## 1. Job Purpose

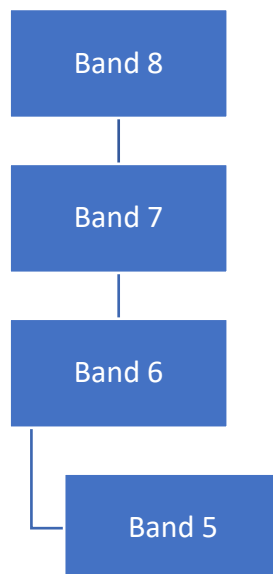
- To assist and contribute to organising, developing and delivering a high quality physiotherapy service provided to a wide variety of in-patients.
- To work in a diverse multicultural environment and refine and develop experience across specialist physiotherapy areas and rotations in our RLH/SBH/Community cross-site nine-monthly rotation
- To deliver specialised physiotherapeutic intervention to patients using highly developed skills in assessment and treatment of patients.
- To contribute to the development of evidence-based practice and clinical effectiveness during each rotation.
- To participate in the emergency and on call rota across the Royal London Hospital site (and as required across the wider Barts Health sites).

## 2. Key Working Relationships

Internal	External
Clinical Leads	Social services
Deputy Head of Therapies	Other community staff
Medical and Nursing Staff	
Discharge coordinators	
Allied Health Professionals	



### 3. Structure Chart



### 4. Main duties, responsibilities and results areas

#### Key result areas

- To perform advanced physiotherapeutic assessment of patients with diverse, complex and multi-system pathologies.
- To undertake all aspects of clinical duties as an autonomous practitioner, holding responsibility for a defined area of the respiratory service.
- To be involved in formal and informal training such as clinical review sessions, peer review and in-service training
- To supervise, educate and assess the performance of physiotherapy students to a graduate standard.
- To undertake evidence-based audit and/or research projects to further own and team's clinical practice within each rotation.

#### Clinical

- a. To be professionally and legally accountable for all aspects of own work, including the management of patients in your care





- b. To undertake all aspects of clinical duties as an autonomous practitioner
- c. To be responsible for maintaining accurate and comprehensive patient treatment records in line with legal requirements and Chartered Society of Physiotherapy (CSP) standards of practise
- d. To understand the legal framework around gaining informed consent for treatment and to implement appropriate procedures in line with trust policies
- e. To have a comprehensive understanding of patients clinical presentations based upon advanced clinical knowledge
- f. To develop specialist knowledge of particular conditions and patient presentations specific to different respiratory diagnoses and treatments
- g. To undertake a comprehensive subjective and objective assessment of patients with diverse or complex presentation or multiple pathologies. To use advanced clinical reasoning skills and to accurately identify impairments, abilities and participation
- h. To assess clinical risk within own patient caseload and to be aware of risks involved in the caseloads of other team members
- i. To formulate, plan, deliver, evaluate and progress a patient-centred physiotherapy treatment and management programme by effective and efficient clinical reasoning, using current evidence based practice (e.g. Best Practice Statements, journal review, in-service training, post-graduate training, peer review)
- j. To use valid and reliable outcome measures to evaluate patient progress, reassessing and adjusting treatment programmes as indicated
- k. To participate in working over a 7-day roster, fulfilling contractual hours of 37.5 hours a week.
- l. To be an active member of the respiratory emergency duty rota (oncall), assessing and treating patients with acute or critical respiratory conditions, often working as a lone practitioner
- m. To work in conjunction with multi-disciplinary team members to co-ordinate safe and effective tracheostomy management and weaning, employing Trust and departmental guidelines
- n. To work closely with the multi-disciplinary team, acknowledging areas of uni- and inter-professional expertise, ensuring optimal out-come for both patients and service



- o. To be an active multi-disciplinary team member, ensuring a co-ordinated patient-centred approach to service delivery. This will include multi-disciplinary team discussion of patient care, prognosis, goal attainment and timely discharge planning
- p. To develop timely and comprehensive discharge plans, considering appropriate future intervention in accordance with prognosis
- q. To liaise with, and provide advice and education to medical and nursing staff and other AHPs regarding the 24-hour management of patients on a daily basis and in all emergency duty situations
- r. To identify change in patient presentation and arrange for urgent or non-urgent review by other disciplines
- s. To be responsible for safe and competent use of all equipment, appliances and aids by both patients and staff under your supervision.

### Professional

- a. To adhere to CSP Codes of Conduct and Standards of Practice at all times ensuring that those working under your supervision do the same
- b. To positively promote the role of Physiotherapy
- c. To work within national and Trust clinical guidelines, policies and standards and CSP guidelines. Monitor own and others quality of practice, ensuring safe working practises with reference to these. Have a basic understanding of the Vulnerable Adults policy and Child Protection Act.
- d. To consistently maintain best practice, Continuing Professional Development and career pathway through, for example, attendance at postgraduate courses, in-service training, journal club and Special Interest Groups, encouraging staff under your supervision do likewise.
- e. Maintain an up-to-date diary reflecting CPD activities and personal and professional development. To have agreed protected time in which to complete this.
- f. To take responsibility for participating in appraisal, and meeting set objectives on each rotation.
- g. To be participate actively in in-service training programmes, tutorials, Clinical Governance days, peer review and courses, both internal and external.



- h. To participate in, and/or lead departmental and multi-disciplinary audit and research initiatives into specific areas of clinical practice utilising support and supervision from senior staff as required.
- i. To undertake evidence-based audit and/or research projects to further own and team's clinical practice within each rotation.
- j. To provide clinical support and supervision to assistants and qualified physiotherapists working at a lower grade on a daily basis.
- k. To attend necessary clinical educator and appraisal training
- l. To lead and/or contribute to the performance assessment and appraisal of qualified physiotherapists working at a lower grade and physiotherapy assistant staff on a daily basis, including taking the role of appraiser at PDP meetings
- m. To supervise, educate and assess the performance of physiotherapy students to a graduate standard on a regular basis. To work in conjunction with universities to ensure the standard of practice and teaching meets the standards set by the degree level qualification.
- n. To be able to provide formal teaching/training to other multi-disciplinary team members if requested, and to teach basic skills/knowledge on an informal basis throughout day-to-day practise.
- o. To provide learning/observational opportunities to a variety of medically linked students e.g. Physios, OT's, medics and nurses on an individually agreed basis.

## Organisational

- a. To be responsible for organising and planning own caseload to meet service and patient priorities, allowing adequate time for non-clinical duties and student supervision.
- b. To deputise for the Band 7 in their absence on an agreed, short-term basis, taking responsibility for operational management of the team (juniors, assistants, students and any A&C staff), allocating and organising the work-load to meet service priorities.
- c. To prioritise the team work-load as temporary staffing shortages arise, e.g. short term sick leave.
- d. To assist in the induction of more junior staff members and students.



- e. To be responsible for the supervision and co-ordination of junior staff, students and assistants on a daily basis.
- f. To be actively involved in the instigation, organisation and running of both in-service training and external courses.
- g. To be involved in the care and maintenance of equipment as per manufacturers guidelines and relevant policies, including the identification and reporting of faults and problems.

## Communication

- a. To ensure that all documentation fulfils legal requirements, trust policy and CSP standards
- b. To ensure that relevant information is communicated in a timely manner to other members of the Physiotherapy service, across all 4 sites, other agencies and other departments, as necessary.
- c. To be flexible and effective in communicating information to a range of people with a variety of clinical knowledge, including patients, relatives, carers, AHP's, students, Nurses, Consultants and outside agencies.
- d. To be able to give a concise and accurate handover of patient information, including referrals to the MDT, other therapy teams, outside clinics, and alternative rehab teams.
- e. To facilitate effective verbal and non-verbal communication with those demonstrating communication barriers. This will often involve the use of advocates, co-operative work with Speech and Language Therapists, and other strategies, to enable development of treatment and management programmes in conjunction with the patient.
- f. To ensure that all information is communicated in a professional, effective and diplomatic way, to staff, patients and relatives.

## Risk and Governance

- a. To attend statutory and mandatory course on the required basis i.e. fire, manual handling, CPR and on call update.





- b. To ensure HCPC membership is in date for the duration of employment.
- c. To be responsible for being competent in emergency on-call management and to attend regular on-call updates.
- d. To recognise, report and escalate incidences of risk and governance

The job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances and after consultation with the post holder.

The post holder might be required to work across the Trust at any time throughout the duration of his/her contract, which may entail travel and working at different hospital.

## 5. Working conditions

Criteria	Description
<b>Physical</b>	<p>To comply with Trust manual handling policy and local therapeutic handling guidelines at all times.</p> <p>To possess and continue to develop the specialised therapeutic handling skills required for acute rehabilitation.</p>
<b>Emotional</b>	To deal sensitively and diplomatically with emotional, aggressive, disruptive, and challenging patients, patient families and carers at all times.
<b>Working Conditions</b>	<p>To be able to accurately assess risk when working in unfamiliar surroundings on-call hours.</p> <p>This job involves frequent exposure to unpleasant working conditions on a regular (daily) basis e.g. bodily fluids including sputum, vomit, urine, faeces, TB, HIV, odours, MRSA, CDIF, open wounds, necrotic body parts, colostomy bags, fleas and lice and exposure to verbal and physical aggression. Knowing relevant policies where applicable.</p>
<b>Mental</b>	To appreciate and address situations when there are different management expectations between the patient, carers or multi-disciplinary team and the physiotherapist.



## **NHS Manager's Code of Conduct**

As an NHS manager, you are expected to follow the code of conduct for NHS managers (October 2002). [www.nhsemployers.org/](http://www.nhsemployers.org/)

## **Safeguarding adults and children**

Employees must be aware of the responsibilities placed on them to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager, consultant (October 2002). [www.nmc-uk.org/](http://www.nmc-uk.org/)



## Person Specification

Domain	Essential Criteria	Desirable Criteria
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Diploma/Degree in Physiotherapy</li> <li>• HCPC Registration</li> </ul>	<ul style="list-style-type: none"> <li>• Member of CSP</li> <li>• Member of a relevant Special Interest Group</li> <li>• Post graduate courses relevant to clinical field</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• A broad variety of post graduate experience including respiratory, neuro-sciences and musculoskeletal</li> <li>• Understanding of clinical governance and its implications for the service</li> <li>• Experience of working as part of a multi-disciplinary team</li> <li>• Experience of working in an acute setting</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in Critical care</li> <li>• Acute NHS experience</li> <li>• Experience of working with people with life-limiting disease</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Understanding of the opportunities and challenges of working within a culturally diverse environment</li> <li>• Awareness of current issues affecting the profession and the NHS</li> <li>• Evidence of continuing professional development and a CPD portfolio</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Demonstrate effective communication skills, both written and verbal, in a clear and logical manner</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of participation in audit/research/data collection</li> <li>• Evidence of participation in audit/research/data collection</li> </ul>



	<ul style="list-style-type: none"> <li>• Ability to deal empathically with emotionally distressed patients/ carers</li> <li>• Contribution to clinical education of less experienced staff and/or students or assistants</li> <li>• Ability to supervise others and develop them</li> <li>• Remain updated with professional practice and new research/evidence</li> <li>• Ability to organise, prioritise and delegate</li> <li>• Problem solving skills</li> <li>• Ability to deal with challenging situations</li> <li>• Ability to work in a culturally diverse environment</li> <li>• Presentation skills</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Accurate, professional and legible note keeping</li> <li>• Excellent written and verbal communication skills</li> <li>• To be able to competently and confidently communicate with other professionals and staff</li> <li>• To communicate confidential and sensitive information to patients and their families.</li> <li>• The post holder must be able to work a 7 day service including weekends, on-calls and long days</li> </ul>	





## About Barts Health

Our group of hospitals provide a huge range of clinical services to people in east London and beyond.

We operate from four major hospital sites (The Royal London, St Bartholomew's, Whipps Cross and Newham) and a number of community locations, including Mile End hospital. Around 2.5 million people living in east London look to our services to provide them with the healthcare they need.

The Royal London in Whitechapel is a major teaching hospital providing local and specialist services in state-of-the-art facilities. Whipps Cross in Leytonstone is a large general hospital with a range of local services. Newham in Plaistow is a busy district hospital with innovative facilities such as its orthopaedic centre. Mile End hospital is a shared facility in Mile End for a range of inpatient, rehabilitation, mental health and community services. And St Bartholomew's in the City, London's oldest hospital, is a regional and national centre of excellence for cardiac and cancer care.

As well as district general hospital facilities for three London boroughs, Tower Hamlets, Waltham Forest and Newham, we have the largest cardiovascular centre in the UK, the second largest cancer centre in London, an internationally-renowned trauma team, and the home of the London Air Ambulance. The Royal London also houses one of the largest children's hospitals in the UK, a major dental hospital, and leading stroke and renal units.

We're also proud to be part of UCLPartners, Europe's largest and strongest academic health science partnership. The objective of UCLPartners is to translate cutting edge research and innovation into measurable health gain for patients and populations through partnership across settings and sectors, and through excellence in education.

