

PROGRESS *your* CAREER



Specialist Speech and Language Therapist Band 6

Job Description and Person Specification

Job Description

JOB TITLE: Specialist Speech and Language Therapist

BAND: 6

RESPONSIBLE TO: Clinical Lead Speech and Language Therapy

KEY RELATIONSHIPS:

Internal	External
Line Manager Staff within Children's Integrated Therapy Services Children's Speech and Language Therapy Service staff All NELFT staff, including those in non-clinical roles, plus Health Visitors, Consultants, and other medical staff	Children and their families/Carers School staff Education staff and Educational Psychology colleagues in Essex and Thurrock Social Care Services Voluntary Agencies GP's

The purpose of this job description is to outline the level of responsibility and accountability of this post. This will ensure that all work undertaken by our staff is clearly identified and carried out under clear lines of accountability.

Aim of the role:

The expectation of this post holder will be to support their team, department and organisation to achieve the Trust's Values in their day to day work. These are the 5P's:

- Putting people first
- Prioritising quality
- Being progressive, innovative and continually improve
- Being professional and honest
- Promoting what is possible – independence, opportunity and choice

The post holder will achieve this by: working as a member of the team of Speech and Language Therapists working across primary care in Basildon, Thurrock and Brentwood. He/she will work independently to provide specialist assessment, advice, therapy and training to children referred to community clinics who have delays and disorders of communication, speech and language.

Key Responsibilities:

1. To independently manage and make differential diagnoses for a caseload of clients with delays and disorders of communication, speech and language. This includes clients with/without an Education, Health and Care Plan
2. Devise and deliver appropriate specialist intervention / care plans / enhanced models of SLT for clients with delays and disorders of communication, speech and language and provide suitable and timely support.
3. To provide specialist knowledge, advice, training and teaching to parents, carers, students and SLT team in all aspects of management of speech, language and communication delays and disorders in children
4. Work as part of the integrated therapies multi-disciplinary team ensuring the delivery of joined up care plans.
5. Contribute to multidisciplinary support for clients with a range of speech, language and communication difficulties.
6. Provide oral and written feedback, advice and training to parents/family members, carers and members of the multidisciplinary team regarding communication needs and strategies to facilitate development.
7. Develop and deliver training and support packages.

Clinical Skills

1. Provide a specialist Speech and Language Therapy Service to clients referred with delays or disorders of speech, language or communication including assessment, differential diagnoses and treatment.
2. Following assessment, and utilising specialist knowledge and skills, design and develop evidence based treatment and management programmes to be implemented within the multi-disciplinary teams and the client's family.
3. Make differential diagnosis on the basis of assessment evidence providing advice when appropriate.
4. Monitor auditory, visual and kinaesthetic aspects of communication and adapting and facilitate treatment programmes.
5. Develop appropriate assessments and treatment programmes and create appropriate resources for therapeutic intervention.
6. Adapt and facilitate treatment programmes and the use of augmentative communication systems/communication aids according to client's perceived needs.
7. Maintain sensitivity at all times to the emotional needs of clients/carers when imparting complex/distressing information regarding the nature of the client's difficulties and the impact on individuals and their families.
8. Work closely with clients, carers and families, agreeing decision making relevant to the patient/client management.
9. Maintain a high level of concentration in all aspects of patient care.
10. Responsible for establishing innovative practices in speech and language development through clinical leadership whilst ensuring optimum use of human and material resources.
11. Develop and maintain the skills and knowledge required of a Speech and Language Therapist working with clients with a range of delays and disorders of speech language and communication
12. Provide clinical advice to staff in other services and the voluntary sector and offer second opinions to less experienced staff members.
13. Maintain up to date and accurate case clinical records notes in line with professional and Trust standards.

14. Share information with others as required, observing data protection guidelines.
15. Create appropriate resources for therapeutic intervention.
16. Manage and prioritise own workload.
17. Have a working knowledge of the principles of Clinical Governance and their application to professional practice.

Leadership

1. Allocate duties and supervise therapy assistants and volunteers and ensure that the service policy for working with these groups is adhered to
2. To assist in the interview, appointment, induction, training and supervision of therapists and assistants
3. Provide mentoring, advice and support to assistants and volunteers.
4. Offer Speech Language Therapy student placements and explain the role of Speech and Language Therapists to visitors, students and volunteers.
5. Support Clinical Governance/audit projects within the local service.
6. Participate in departmental research and clinical governance/audit projects. Collect and provide research data as required.
7. Work within the SLT service guidelines.

Administration

- To be computer literate.
- To ensure accurate recording of actions, and updating patient's records, maintaining confidentiality at all times.
- Responsible for the security, care and maintenance of equipment ensuring standards of infection control and safety are maintained.
- To take part, and assist, in the planning and administration relating to day to day running of the caseload.

Communication

- Maintain excellent lines of communication with a range of other professionals involved in the client's care.
- Communicate complex condition related information from assessment to clients, carers, families and members of the multi-disciplinary team.
- Contribute to both uni-disciplinary and multi-disciplinary teams by discussing own and others' input around client needs ensuring a well co-ordinated care plan/service provision.
- Work closely, and demonstrate empathy, with clients, carers and their families to agree decision making relevant to care management particularly where barriers to understanding exist.
- Employ excellent written and verbal communication skills.
- Demonstrate skills in motivating clients and/or carers to engage in the therapeutic process.
- Develop negotiation skills in the management of conflict across a range of situations.
- Deal with initial complaints sensitively, avoiding escalation where possible.
- Form productive relationships with others who may be under stress and/or have challenging communication difficulties.
- To contribute to clinic team meetings and develop a programme to meet CPD requirements
- Participate in the review and development of clinical policies and identifies improvements to service provision.

Training

- Demonstrate professional knowledge as evidenced by 1st degree level qualification or equivalent.
- Demonstrate the ability to reflect on practice with peers/clinical supervisor.
- Maintain up to date HcPC and RCSLT registration.
- Attend relevant training and development courses, meetings and special interest groups / clinical excellence groups required of a therapist in order to develop and maintain skills and knowledge.
- Keep up to date with new techniques and developments for the promotion and maintenance of good practice.
- Act as mentor to students, providing effective education, facilitating their development and promoting high standards of therapeutic care
- Work independently accessing clinical supervision and the appraisal process at pre-determined intervals to promote and develop clinical skills, whilst ensuring that the objectives set reflect the Service and Trust plans.
- Maintain an up-to-date portfolio of continuing professional development.
- Participate in the development and delivery of training (formal and informal) to others
- Develop the ability to reflect on and evaluate training provided.
- Demonstrate knowledge of, and adhere to RCSLT Professional and Clinical and National and Local Clinical Guidelines.
- Develop a working knowledge of relevant procedures including safeguarding children and vulnerable adults, and other legal frameworks.
- To undertake a regular appraisal, developing a personal development plan that includes clinical competencies reflecting the health needs of the local population and relates to Trust strategy.
- To support new staff and their integration within the team.

Additional Information

Additional information about protocols and guidelines while working at NELFT are outlined in [this document](#).

Key Performance Indicators (KPI) and Objectives

Each individual and service will be set KPIs and achievement against these will be regularly reviewed. Performance against individual and service KPI's will be routinely monitored by your manager.

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

Other Duties There may be a requirement to undertake other duties as may reasonably be required to support the Trust. These may be based at other Trust managed locations.

Date last reviewed: Approved historically

Date to be reviewed:

Person Specification

Please note if you do not meet all the criteria listed in the person specification, we encourage you to still apply and development needs can be discussed at the interview.

Demonstration of Trust Values	Essential	Desirable	Measurement
<ul style="list-style-type: none"> Putting people first Prioritising quality Being progressive, innovative, and continually improve Being professional and honest Promoting what is possible, independence, opportunity, and choice 	✓		Application Form Interview Assessment

Qualifications	Essential	Desirable	Measurement
Recognised Speech and Language Therapy Degree Qualification or equivalent	✓		Application Form Interview
HCPC Licence to Practice	✓		Application Form
Member of Royal College of Speech and Language Therapy	✓		Application Form
Show active interest in CPD in line with RCSLT guidelines	✓		Application Form Interview
Self-motivated and remain updated with professional practice and new research	✓		Application Form Interview
Evidence of completion of specialist short courses up to Master's degree or equivalent		✓	Application Form

Experience	Essential	Desirable	Measurement
Experience working in community clinics with skills in working with	✓		State measurement i.e.

children with delays and disorders of speech language and communication			Application Form Interview Assessment
Working collaboratively with parents/carers and other professionals	✓		Application Form Interview
Experience of working in a multi-agency and/or multi-disciplinary team	✓		Application Form Interview
Experience with alternative and augmentative communication approaches – low and high tech		✓	Application Form Interview
Working with clients who have a range of speech, language and communication needs in community and mainstream settings	✓		Application Form Interview Assessment
Planning and delivery of training to other professionals	✓		Application Form Interview

Knowledge	Essential	Desirable	Measurement
An awareness of NHS priorities	✓		Application Form Interview
Clinical knowledge of child development and its application to speech and language therapy	✓		Application Form Interview Assessment
Knowledge of assessment tools, treatment techniques and therapeutic interventions	✓		Application Form Interview Assessment
Awareness of the roles of other professionals	✓		Application Form Interview

Awareness of standards of record keeping	✓		Application Form Interview Assessment
Awareness of the principles of clinical governance/audit	✓		Application Form Interview
Understanding of safeguarding	✓		Application Form Interview

Skills	Essential	Desirable	Measurement
IT knowledge and skills	✓		Application Form Interview
Demonstrate clear clinical reasoning based on evidence-based practice	✓		Application Form Interview Assessment
Able to use own initiative	✓		Application Form Interview
Able to organise and manage own caseload	✓		Application Form Interview
Allocate duties and supervise therapy assistants	✓		Application Form Interview
Good auditory discrimination skills and ability to transcribe speech phonetically	✓		Application Form Interview
Able to construct clear care plans for complex cases including assessment for differential diagnosis, providing therapy from a range of options based on analysis of information from assessment, theoretical knowledge and clinical benchmarking to make clinical decisions	✓		Application Form Interview Assessment
Excellent interpersonal skills including observation, listening and empathy ensuring that effective communication is achieved to persuade and motivate	✓		Application Form Interview

participation in therapeutic activities			
Negotiation, problem solving concentration, analytical and reflection skills	✓		Application Form Interview
Written and verbal presentation skills	✓		Application Form Interview Assessment
Present information in clear and logical manner	✓		Application Form Interview
Ability to be a good team member	✓		Application Form Interview

Other	Essential	Desirable	Measurement
Able to travel efficiently throughout the area for home and school visits to manage a community caseload, using own or public transport	✓		Application Form Interview Assessment