



POST:	Senior Physiotherapist Band 7 (Lead Physio)
REPORTING TO:	Director of Nursing and Operations (Matron)
ACCOUNTABLE TO:	Director of Nursing and Operations (Matron)
RESPONSIBLE FOR:	Physiotherapists, Physiotherapy Assistants, Work Experience Students (Physio)
KEY RELATIONSHIPS:	Director of Nursing and Operations, Nurse Managers, Ward Sisters/Charge Nurses, Multi-Disciplinary team, Residents, Named nurses and Key workers

Introduction

The competencies listed below are those that the jobholder is expected to demonstrate immediately on taking up the post. They constitute the minimum standards of performance. They are not intended to be exhaustive and the jobholder will be expected to constantly enhance and add to their competence. Additionally, this job description does not attempt to define in detail all duties and responsibilities and is subject, from time to time, to review and alteration in consultation with the employee.

The jobholder's progress will be monitored and assessed against these competencies, and any further outcomes derived from key targets and performance indicators.

Job Purpose and Description

The Lead Physiotherapist provides effective physiotherapy assessment, treatment and management for a diverse range of clinical conditions. The Lead Physiotherapist plays a key role within the multi-disciplinary team, works and leads with other team members to define and implement developments in the service and also provides teaching and training to health care professionals, students, residents and carers.

Key Responsibilities

- To undertake audit survey in the Physiotherapy department and maintain standards of physiotherapy in Care for Veterans.
- To preview assessment forms outcome measures periodically to provide quality physiotherapy service.
- To look after physiotherapy resources (i.e. equipment) and to organise annual servicing.
- To take up MDT lead role as and when required and to perform MDT lead duties, in the absence of MDT Lead.
- To assess and manage own caseload of neurological or rehabilitation residents, make a diagnosis, and to develop and deliver individual specialised physiotherapy treatment programmes.
- To work as an autonomous practitioner within the standards of the professional practice laid down by the Chartered Society of Physiotherapy and Health Care Professions Council.
- To work as a member of the multi-disciplinary team to deliver holistic care packages to the residents on the caseload. Often this involves working as a lone clinician.
- To manage staff in the physiotherapy department including annual leave, sickness and staffing.

Roles and Responsibilities

Professional

- To do residents streaming and review session allocation based on review needs.
- To be professionally and legally accountable for all aspects of own work, including the management of residents within care.
- To maintain up-to-date records of intervention according to professional and organisational standards, including goal setting, reporting writing and statistics.
- To develop clinical skills through participating in clinical supervision and the IPR process with the Director of Nursing and Operations (Matron).
- To conduct IPR and supervision for other staff in the physio team.
- To work collaboratively to identify group learning needs and plan appropriate sessions within the Multi-Disciplinary Team.
- To be accountable for own professional practice.

Management

- To be responsible for supervising and managing Physiotherapy Assistants or an unqualified member of staff by carrying out IPRs, watched assessments, monitoring performance, and providing appropriate teaching sessions.
- To delegate tasks as appropriate to more junior or administrative staff.

- To work with the team to achieve the team objectives as well as contributing to service development and the day to day running of the team.
- To carry out competency assessments for Physiotherapy Assistants.
- To manage department resources and report any damage immediately for Health and Safety

Clinical

- To undertake comprehensive assessments of residents with a diverse range of complex presentations and multiple pathologies and to use investigative and analytical clinical reasoning skills and manual assessment techniques requiring highly developed dexterity and palpatory skills to make an accurate diagnosis, prognosis, intervention and discharge planning.
- To ensure all reports are dealt with in a timely manner and all documentation is maintained accurately and up to date.
- To formulate and deliver specialised individual neurological or rehabilitation physiotherapy treatment programmes based on evidence-based practice and treatment options, using manual physiotherapy techniques, electrotherapy equipment, patient education, exercise classes and other alternatives tailored to the patient's social circumstances.
- To educate and to monitor others, including residents/carers/other untrained staff, in the delivery of treatment programmes and safe manual handling techniques.
- To formulate management programmes for residents with long term conditions, and to review these regularly.
- To tailor intervention according to the patient's social circumstances
- To undertake the measurement and evaluation of intervention through the use of SMART goal-orientated treatment plans and outcome measures in order to progress treatment programmes.
- To educate and inform residents and their carers about their condition, treatment and likely prognosis.
- To order, assess, assemble and adjust specialist equipment e.g. walking aids, standing frames, orthoses and footwear, and provide training to residents / carers to ensure safe use.
- To carry out Manual Handling Risk assessments for all residents on caseload, as and when required.
- To attend / contribute to multi-disciplinary case conferences, goal planning meetings and other clinical meetings as appropriate.
- To provide neurological and rehabilitation physiotherapy advice to the other professionals working in other clinical specialities.
- To use specialist knowledge to refer to other disciplines such as orthotics, GP, neurologist Older Persons Practitioner, dieticians, consultants as required.

Education and research

- To undertake and facilitate training, of physiotherapy assistants and other Care for Veterans staff.
- To keep up to date with relevant developments in Physiotherapy and attend appropriate courses and study days, reporting back as appropriate verbally and in writing.
- To participate in clinical audit activities in the team. To make recommendations for service improvements based on the results of the projects.
- To attend and regularly lead/assist service training.
- To maintain own Personal and Professional Development and participate in the organisations Individual Performance Review (IPR).
- To lead work experience students training programme.

Communication

- To communicate both verbally and non-verbally with residents and their carers to maximise their rehabilitation potential. Some residents have specific communication disorders such as dysphasia or deafness, others do not speak English, some have cognitive difficulties and others have learning difficulties or mental health problems that will impact on their ability to understand.
- To use skills of persuasion, motivation and explanation to encourage residents to undertake their treatment programme which may be painful, life changing, challenging and /or time consuming and therefore requires negotiation.
- To convey complex information to residents regarding anatomy, neurology, physiology, treatment techniques and prognosis in a sensitive manner and using language they understand.
- To communicate effectively on a 1:1 basis with residents, and in small groups – e.g. leading classes and using audio visual aids.

Communications and working relationships

- To work collaboratively with other members of the Physiotherapy team, the wider therapy team, external agencies and other health care professionals to provide optimum care for the residents, and to promote good working relationships.
- To communicate with own residents and their carers on a daily basis.

General/Organisational

- To effectively and efficiently organise and prioritise own caseload.
- To contribute to the development of multidisciplinary models of care within the service areas.
- To have responsibility for the Health, Safety and Welfare of self and others and to comply at all times with the requirements of the Health and Safety Regulations.
- To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.

- To work in accordance with the organisation's Equal Opportunities policy to eliminate unlawful discrimination in relation to employment and service delivery.
- To ensure skills are up to date and relevant to the job.
- To follow relevant organisation policies, procedures and professional codes and to maintain registration.
- To undertake such duties as may be required from time to time as are consistent with the responsibilities of the grade and the needs of the service.

Personal Specification

The personal specification for the role of Lead Physiotherapist details the personal qualities and specific professional qualifications/experience that the post holder is required to have.

Essential

- Current full membership of HCPC with registration number.
- IT Skills including MS Office software.
- Evidence of post graduate CPD in at least 2 of the following areas:
 - Rehabilitation
 - Falls Management
 - Older People
 - Neurology
- Leadership – be able to demonstrate high levels of visible leadership and decision making; delegates effectively and appropriately to colleagues; communicates effectively to engender team cohesiveness and maximize service delivery.
- Management of team – be able to demonstrate high quality management of team, delegating responsibilities dealing effectively with issues in a timely manner and seeking opportunities to support and develop team members.
- Decision making – be able to make appropriate decisions within scope of responsibility; thinks 'outside the box'; looks for opportunities to improve ways of working.
- Communication – be able to communicate effectively and regularly with a wide variety of people including residents and ensures that information is used effectively to improve treatment plans, the development of the service, and the knowledge of the multidisciplinary team; employs effective persuasion and motivation skills in both an individual and group setting to facilitate the rehabilitation of residents.
- Planning – be able to demonstrate strong planning skills with the ability to follow through from concept to delivery.
- Partnership – be able to adopt a strong partnership approach with colleagues and senior management involving the right people in the right way at the right time in order to deliver services cohesively.

- Empathetic – be able to display a positive approach to the care of people with a neuro/physical-disability and is supportive of colleagues who are directly involved in their care.
- Professional – be able to remain calm under pressure; preserves resident and Home confidentiality; works co-operatively with colleagues.
- Proactive – be able to predict the needs of residents and colleagues and respond effectively to these in good time.
- Resilient – be able to cope well with a variety of work scenarios and medical conditions.
- Reliable – be able to show high levels of personal commitment to the role and to team members including time keeping and flexibility.
- Accountability – be able to display awareness for own and the team’s actions and accountability for them.
- Procedural – be able to display knowledge and commitment to clinical policies and procedures, as well as health and safety procedures.
- Flexible – be able to respond willingly and positively to operational needs.
- Eye for detail – is thorough and meticulous and takes pride in producing high quality work.
- Be able to use and advise on the use of the following equipment (this is a non-exhaustive list):
 - **Walking aids** - Arjo Walker, gutter frame, mobilators, zimmers, elbow crutches, quadrpods, sticks, crutches, specialist walking frames
 - **Manual handling equipment** - Mechanical Hoists, Samhall turner, Sliding boards
 - **Electrical equipment** - Tens units, muscle stimulators, EMG biofeedback units, ultra-sound
 - **Respiratory equipment** - IPPV (Bird/NIPPY), Ultrasonic nebuliser, stethoscopes, suction units
 - **Supports** – Full range of appliances and orthoses
 - **Rehabilitation equipment** – Treadmill, exercise bicycles, steppers, Isokinetics, standing frame (some specialist), weights, Plinths, Parallel bars, Balance boards, Gymnastic balls, Wobble cushions, blocks, stairs, full range of small exercise equipment
 - **Thermal equipment** - Hot packs, ice

Desirable

- Previous experience in specialist area.
- Relevant post graduate courses.
- Use of Saturn care planning software.

Organisational Competencies

The following organisational competencies are applicable to all employees working at Care for Veterans.

1 Budget Management and Resource Control

- * Use available resources appropriately
- * Identify and report shortages
- * Suggest measures which would make more effective, efficient and economical use of resources

2 Leadership and People Management

- * Identify individual learning needs and support the required development plan
- * Actively participating/conducting in the IPR process
- * Provide feedback to staff directly or to line managers where there are difficulties

3 Planning, Allocating and Evaluating work carried out by teams individuals and self

- * Undertake agreed activities in line with departmental objectives
- * Contribute to the review process by providing feedback on work activities

4 Recruitment and Selection

- * Contribute to the orientation of new staff

5 Managing Change

- * Be open and receptive to change
- * Work with others to positively implement change
- * Contribute to the evaluation of change

6 Data Protection

- * Ensure the compliance of oneself and others

7 Health and Safety

- * Ensure the compliance of self and others

8 Disability Awareness

- * Acknowledge and value the contributions of all residents
- * Display an understanding of the needs of individuals with a disability
- * Respect the privacy and dignity of all residents at all times

9 Communication

- * Express oneself verbally in a clear and understandable manner as appropriate to the situation
- * Present clear written communications, minimising jargon and abbreviations
- * Listen actively
- * Share relevant information effectively with appropriate colleagues
- * Maintain confidentiality

10 Organisational Awareness

- * Promote good practice to achieve the aims and objectives of the organisation
- * Display a positive attitude about the organisation and its vision
- * Attend all mandatory training as stipulated by the organisation
- * Adhere to all organisational policies and procedures

11 Personal Awareness

- * Demonstrate appropriate behaviour in stressful or difficult situations
- * Display an awareness of own capabilities and areas for improvement

12 Teamwork

- * Recognise and value the individuality of colleagues
- * Display sensitivity to others' feelings and needs
- * Promote equality and diversity

Physical, Mental, Emotional and Environmental Demands of the position

Examples include: -

Physical Demands:

- Therapeutic handling
- Resident movement with use of mechanical aids, manoeuvre residents
- Push trolleys, wheelchairs
- Stand/walking for the majority of shift
- Physical skills to perform a wide range of physiotherapeutic manual techniques required

Mental Demands:

- Concentration required when assessing and treating residents throughout day
- Workload priorities vary to meet service requirements

Emotional Demands:

- Communicating with distressed/anxious/worried residents/relatives.
- Impart unwelcome news regarding resident's rehabilitation prospects

- Treating terminally ill residents

Working Conditions:

- Daily exposure to body fluids (sputum, sweat), odours
- Some exposure to a degree of verbal abuse from residents and relatives

This summary represents an outline of the major components of the job and is not intended to be exhaustive. It may with consultation be subject to additions and amendments from time to time as the need arises and therefore, in addition to the duties and responsibilities listed, the jobholder is required to perform such other duties as might be reasonably required.

I have read, understood and accepted the duties and responsibilities outlined in the above.

Print name: _____ Date: _____

Signed: _____