

# PHYLLIS TUCKWELL HOSPICE CARE

## JOB DESCRIPTION

**POST:** Lead Physiotherapist

**ACCOUNTABLE TO:** Therapy Lead & Living Well Manager (Nursing & Therapists)

### **JOB PURPOSE:**

To provide clinical leadership and management to the Physiotherapy team who work across PTHC (In-Patient Unit, Community and Living Well), ensuring the delivery of responsive and effective clinical care as part of the PTHC multidisciplinary team.

To develop and support the physiotherapy team at Phyllis Tuckwell Hospice Care, ensuring a patient centered and evidence based service which is focused on rehabilitation and improved quality of life for patients with advanced illness.

### **RESPONSIBILITIES:**

#### **1.0 Managerial**

- 1.1 To develop, implement and monitor professional standards, ensuring a high quality physiotherapy service which complies with clinical governance, national guidelines and PTHC policies and procedures. To evaluate and develop practice, implementing changes to ensure a high quality and effective service.
- 1.2 To ensure competences underpin roles supporting development through regular 1:1s, an annual appraisal, professional development and clinical supervision.
- 1.3 To work closely with the other multidisciplinary team leads to ensure good communication and that there is a joint approach to service delivery across clinical areas.
- 1.4 To manage the physiotherapy therapy budget, enabling provision of well-maintained, relevant and up to date equipment.
- 1.5 To use a variety of IT skills to manage the service effectively, developing appropriate systems and information gathering to enable evaluation and audit of practice.
- 1.6 To plan and develop the physiotherapy service in line with the overall PTHC strategy.
- 1.7 To recognise the value and contribution of volunteers, actively supporting and developing their skills.
- 1.8 To proactively manage potential risks, incidents or complaints, including involvement with investigations as appropriate in line with PTHC processes, in order to resolve any issues in a timely fashion alongside senior management colleagues.

- 1.9 To monitor absence in conjunction with the line manager, ensuring that team members complete ciph with regard to sick leave and annual leave. To ensure that workload priorities are agreed and met at times of staff absence to ensure continuity of provision.
- 1.10 To proactively lead the recruitment and selection of additional or replacement team members in conjunction with HR.
- 1.11 To play an active role in developing and reviewing policies relating to the role, particularly those relating to health and safety at work and governance, ensuring these are met at all times.
- 1.12 To deputise for line manager as appropriate/in their absence

## **2.0 Clinical**

- 2.1 To provide clinical leadership, ensuring the effective delivery of the physiotherapy service, overseeing patient referrals, assessing priorities and facilitating timely interventions.
- 2.2 To be responsible for team clinical audit and the promotion of evidence based practice.
- 2.3 To work as an autonomous professional, accountable for own professional practice, recognising own limitations and seeking support from other HCPs where necessary.
- 2.4 To be a source of specialist expertise, maintaining a good current theoretical knowledge base and sound clinical reasoning for patients with complex palliative care needs, including neurological and long-term conditions.
- 2.5 To be responsible for a complex caseload, able to assess, plan, implement, evaluate and modify treatment programmes, helping patients to set realistic goals and focusing on maximising function and quality of life.
- 2.6 To work flexibly in a range of settings including the Inpatient Unit, Living Well and in patient's own homes.
- 2.7 To communicate complex, sensitive or distressing information to patients and families, adapting communication style to the situation.
- 2.8 To provide education and support to carers, actively involving them in the treatment plan.
- 2.9 To develop a culture of rehabilitative palliative care in order to maximise patients' potential.
- 2.10 To develop and provide therapeutic group work, including exercise groups, as part of the Living Well service to enable patients to self-manage their symptoms.
- 2.11 To help facilitate patients' discharge from the IPU, liaising with the multi-professional team at Phyllis Tuckwell Hospice Care and in the community.

- 2.12 To develop effective relationships with external professionals and relevant organisations, liaising about patient care issues as appropriate
- 2.13 To assist patients in adjusting to their physical losses as their condition deteriorates.

### **3.0 Professional**

- 3.1 To be registered with the Health Care Professions Council.
- 3.2 To comply with the Chartered Society of Physiotherapy's Quality Assurance Standards and Rules of Professional Conduct.
- 3.3 To attend and actively participate in clinical and multidisciplinary meetings.
- 3.4 To maintain clear and concise records which comply with CSP, HCPC guidelines and PTHC policy and procedures on record keeping.
- 3.5 To act within legal and statutory rules relating to physiotherapy practices in the field of palliative care as set by the Chartered Society of Physiotherapy and Health Care Professions Council.
- 3.6 To be a member of the Chartered Society of Physiotherapy, the Health Care Professions Council and the Association of Chartered Physiotherapists in Oncology and Palliative Care, and to keep abreast of current palliative care issues.
- 3.7 To respect the ethnicity, culture and religious beliefs of others.
- 3.8 To have good IT skills and be able to utilise computers, smart phones and software programmes such as EMIS, Word, Outlook, Excel, and PowerPoint
- 3.9 To be a car driver in order to assess patients in the community, and work between both PTHC sites.
- 3.10 To promote awareness of the philosophy and concept of holistic palliative care and the role of Physiotherapy within PTHC as part of the multidisciplinary team.

### **4.0 Training and Development**

#### **a) Team**

- 4.1 To identify team training needs, encourage regular CPD and support the clinical development of others.
- 4.2 To ensure clinical supervision is in place for self and team members and support for the physiotherapy team, thereby promoting and maintaining effective team working.
- 4.3 To plan appropriate induction and ongoing training for new physiotherapists working at PTHC.

4.4 To participate in PTHC clinical education sessions, sharing specialist knowledge and experience of physiotherapy in palliative care with the wider multi-disciplinary team and external HCPs as appropriate.

**b) Personal**

4.5 To identify and be responsible for own training needs, maintaining and updating knowledge and skills to ensure competence to practice.

4.6 Through the use of the PTHC annual performance review system, address personal professional development and identify key objectives.

4.7 To maintain a professional CPD portfolio in line with HCPC criteria.

**5.0 Research**

5.1 To initiate and develop audit and service evaluations as part of PTHC quality assurance plans.

5.2 To encourage a culture of research and evaluation, and maintain an awareness of current research.

5.3 To submit articles for publication and participate in relevant external courses and conferences.

**This job description is current and subject to yearly review in consultation with the job holder. It is liable to reflect and anticipate necessary changes to support the hospice strategy**

**This job description is underpinned by the Phyllis Tuckwell Hospice Care philosophy, culture and core values which actively promote a total team spirit, the aim of which is to 'be the best'.**

## Person Specification

### Lead Physiotherapist

<b>Criteria</b>		<b>E</b>	<b>D</b>	<b>Assessment</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Degree or Diploma in Physiotherapy.</li> <li>• HCPC and CSP registration.</li> <li>• Evidence of continuing professional development.</li> <li>• MSc level /commitment to undertake</li> <li>• Membership of the Association of Chartered Physiotherapists in Oncology and Palliative Care</li> </ul>	√ √ √	√ √	Application form Registration No. Interview
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Evidence of a broad range of post graduate experience</li> <li>• Minimum of 5 years including working with adults with neurological, respiratory and musculo-skeletal conditions.</li> <li>• Palliative and end of life care experience using a rehabilitative approach.</li> <li>• Experience of working in a multi-disciplinary team with an understanding of roles and team working.</li> <li>• Proven experience of clinical leadership and managing change</li> <li>• Team management experience including 1:1s, appraisal and team development.</li> <li>• Experience of working in a community setting.</li> <li>• Experience of teaching and formal presentations.</li> <li>• Knowledge of evidence based safe practice and the embedding of competencies to underpin the team.</li> <li>• Experience of audit, and clinical governance.</li> <li>• Awareness of national and local agendas and good knowledge of policies and procedures.</li> <li>• Experience of supporting therapy assistants and volunteers.</li> <li>• Knowledge of physiotherapy skills and treatments relevant to the patient population.</li> <li>• Experience of non-pharmacological techniques for symptom management</li> </ul>	√ √		Application form and Interview
<b>Skills / Competence / Attitude</b>	<ul style="list-style-type: none"> <li>• Influencing and excellent communication skills</li> <li>• Presentation skills</li> <li>• Highly developed skills in clinical assessment, intervention and evaluation.</li> </ul>	√ √ √ √		Application form and Interview

	<ul style="list-style-type: none"> <li>• Good organisation and time management skills.</li> <li>• The ability to work as an autonomous practitioner making sound clinical judgements and decisions.</li> <li>• Analytical thinker</li> <li>• Workload management and prioritisation.</li> <li>• Ability to work under pressure</li> <li>• Ability to problem solve and cope with stressful and complex situations.</li> <li>• Flexibility</li> <li>• Ability to reflect and adapt practice to situation.</li> <li>• Proficient use of IT including Word, Excel, Power Point, Outlook and Smart phone technology.</li> <li>• Ability to produce clear and concise notes, letters and reports.</li> </ul>	<ul style="list-style-type: none"> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> </ul>		
<b>Other</b>	<ul style="list-style-type: none"> <li>• Self-motivated and enthusiastic</li> <li>• Self-awareness and an understanding of effective coping strategies.</li> <li>• Has an appreciation of others' strengths and development areas</li> <li>• Ability to listen and show sensitivity to others.</li> <li>• Able to relate to patients, families/carers with warmth, genuineness and empathy.</li> <li>• Car driver and able to visit people in their own homes.</li> <li>• Committed to the values and ethos of PTHC</li> </ul>	<ul style="list-style-type: none"> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> <li>√</li> </ul>		Interview