**Post:** Specialised Physiotherapist – Neuro-rehabilitation

**Grade:** Band 6 (Full-time – 37.5 hours/week)

**Responsible to:** Senior Physiotherapist

**Accountable to:** Director of Care

**Based:**  -82 Hampton Road, Twickenham, London, TW2 5QS

 - In the private homes of clients

 - Other venues as befits the needs of the service

## Key Working Relationships

To develop and maintain close working relationships with colleagues to ensure a robust, effective interdisciplinary team at Integrated Neurological Services (INS), all clinicians and other disciplines within neighbouring Clinical Commissioning Groups (CCGs) and Social Services etc. as appropriate.

### Job Purpose

To provide support to and work as part of the neuro-rehabilitation multi-disciplinary team providing integrated therapy to a high standard of physiotherapy assessment, treatment and advice to clients and carers.

## Job Summary

* As an autonomous practitioner to assess and treat clients with neurological conditions including those with highly complex presentations
* To work seamlessly as a member of the interdisciplinary team in providing support and education to clients with long term neurological conditions and their carers in accordance with the INS clinical operational policy
* To participate in the supervision, teaching and appraisal of assistant staff, physiotherapy students, other students and MDT staff and volunteers as required
* To work closely with team members in being responsible for the development, delivery and review of services, especially in regards to all aspects of clinical governance
* To supervise, initiate and participate in evidence based projects, including recommendations for change in practice. To partake in clinical audit and be responsible for implementing changes within the designated team/area and setting and monitoring standards

**Main Roles and Responsibilities:**

#### **Clinical**

1.1 To be professionally and legally responsible and accountable for all aspects of your professional activities

1.2 As an autonomous practitioner, to undertake the highly specialist assessment of people with neurological conditions and to analyse your findings to form an effective intervention rehabilitation program with client centred SMART goals

1.3 To provide highly specialised advice and education on physiotherapy care and treatment for people with neurological conditions based on theoretical knowledge and relevant practical experience. To be consulted frequently for specialist advice and guidance by other team members, volunteers and other health care professionals as required

1.4 To manage clinical risk within own caseload and that of designated team members at all times

1.5 To ensure that the agreed quality standards of service, based on professional guidelines and standards from CSP Clinical Practice, and national guidelines, are maintained and to work with other INS team managers in this area

1.6 To be responsible for the maintenance of accurate written records using SOAP system and data required for the Information Technology system, and supervision of team record keeping including comprehensive assessment, progress and discharge reports to medical/social referrers and legal reports

1.7 To ensure that a high standard of clinical practice and care is maintained and to ensure that other physiotherapists and rehabilitation assistants in the team do likewise, through supervision and evaluating treatment outcomes and client goals

1.8 To co-ordinate intervention which may include other disciplines: advises and educates clients/carers/relatives/other health professionals

1.9 To be responsible for planning your case load and day in an efficient way

1.10 To demonstrate physical ability to carry out physiotherapy assessment and interventions, including manual physiotherapy techniques and therapeutic handling

1.11 To support clients to participate in suitable community activities

##### 2 Service Development

2.1 To be responsible for ensuring that quality standards and effectiveness of client care are continually improved by ensuring a good working knowledge of national and local standards and monitor quality as appropriate

2.2 To work with the Director of Care and other team members in developing the strategic and operational management of INS as required

2.3 To contribute to the managerial matters of INS, including implementation of INS policies, which will impact on the physiotherapy and may influence other local services concerning management of clients requiring rehabilitation

2.4 To participate in ongoing audit and appropriate work-related research/ evaluation projects in areas relevant to the clinical field

2.5 To participate and lead relevant teaching sessions to external professional, voluntary and user groups

##### 3 Management of Physical Resources

3.1 To be responsible for competent use of all physiotherapy equipment used within the clinical area ensuring that designated staff attain competency prior to use

3.2 To ensure that all equipment defects, accidents and complaints are reported to the senior therapist immediately and that appropriate action is taken by those concerned and documented accordingly

3.3 To comply with all INS policies and procedures including the Health and Safety at Work Act, Lone Working and Safeguarding Policies, and adhere with Infection Control measures, ensuring that staff within the team are aware of their responsibilities

3.4 To attend mandatory training including fire, manual handling, resuscitation and be familiar with local procedures within any speciality area of work and ensure staff attend training and are aware of their responsibilities

**4 Management of Human Resources**

4.1 To be responsible for the daily management, supervision and co-ordination of designated team members including staff appraisal, performance management, informal grievance and act as a panel member in staff recruitment

* 1. To be responsible, as required, for managing the co-ordination of students allocated to the rehabilitation team, ensuring suitable experience and teaching is in place for each student
	2. To participate in the provision of specialised teaching to peers, other staff and volunteers in a wide range of subjects both in the management of neurology and neuro-rehabilitation and general health care: this may be to large groups
	3. To maintain a CPD portfolio reflecting personal professional development and ensure all members of the designated team have a comprehensive performance plan
	4. To participate in the INS Appraisal Scheme, both as appraisee and as an appraiser.
	5. To attend and be an active participant in staff and peer group meetings
1. **Management of Information Resources**

5.1 To maintain an accurate and evaluative record keeping system using a SOAP format for own clinical caseload in accordance with Caldicott principles. To be responsible for ensuring that student physiotherapists are maintaining standards within the clinical area

* 1. To provide statistics and data regarding the designated service in an accurate and timely manner

###### Communication

6.1 To demonstrate the ability to communicate complex and sensitive information to clients, carers and other staff, where there may be barriers to communication i.e. non-English speaking clients, use of interpreters, excess noise or lack of privacy and ensure all members of the team do likewise

6.2 To impart complex information to groups of people, for example in class and training sessions, using a variety of methods of communication

6.3 To be able to manage potentially stressful, upsetting or emotional situations in an empathetic manner

* 1. To liaise with and advise other physiotherapists, relevant medical staff, General Practitioners, nursing staff, social workers and other health care professionals who may be in direct contact with the post holder with regard to client care
	2. To communicate effectively with all other disciplines involved in the client's care both within INS and in the wider community thus ensuring a multidisciplinary approach and integrated service
1. **Effort**

7.1 To carry out assessments and treatments of neuro-rehabilitation clients in different environments, with moderate to high physical effort involved on a daily basis

* 1. To comply with INS Manual Handling Policy and local therapeutic handling guidelines
	2. To sensitively deal with distressing or emotional circumstances regarding client care e.g. imparting news of poor prognoses such as chronic pain management or lifelong disability
	3. To support junior staff and trained volunteers when indicated in the management of challenging clients
	4. To deal with clients suffering from pain states, behavioural and cognitive problems that may lead to anxiety and aggressive behaviour

*This job may involve frequent exposure to unpleasant working conditions e.g. bodily fluids including sputum, unpleasant smells and occasional exposure to verbal and physical aggression*

## 8 General

* 1. To undertake any other duties which may be considered necessary
	2. 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, Caldicott principles and the General Data Protection Regulation and any future amendments
	3. To promote at all times equality of opportunities for staff and clients in accordance with INS policies, to ensure that no person receives less favourable treatment than another on the grounds of sex, marital status, race, religion, creed, nationality, ethnic or national origin, sexual orientation or disability, with due regard to the promotion of diversity in the workplace
	4. 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

This job description is not an exhaustive document but is a reflection of the current position. Details and emphasis may change in line with service needs after consultation with the post holder.

**Personal specification**

| **Requirement** | **Essential** | **Desirable** |
| --- | --- | --- |
| Recognised Physiotherapy degree level  | X |  |
| Registered member of the Chartered Society of Physiotherapy | X |  |
| Registered member of Health and Care Professions Council | X |  |
| Postgraduate experience of working with a range of neurological conditions  | X |  |
| Ability to assess people with neuro-disability and to be able to plan an exercise intervention programme | X |  |
| Experience of working in a changing environment | X |  |
| Experience of integrated working in multi-disciplinary teams | X |  |
| Evidence of CPD | X |  |
| Current UK driving licence |  | X |
| Training and presentation experience | X |  |
| Supervision of support staff |  | X |
| Knowledge of professional standards and code of conduct and their application in practice | X |  |
| Knowledge of a range of assessment tools and appropriate therapeutic interventions (relevant to the client group)  | X |  |
| Awareness of what constitutes effective integrated MDT working | X |  |
| Knowledge of current evidence based practice and application to practice | X |  |
| Understanding of the principles of clinical governance/audit | X |  |
| Good working knowledge of anatomy, physiology and psychology relevant to client group | X |  |
| Good knowledge of standards of record keeping | X |  |
| Working knowledge of safeguarding issues/policy | X |  |
| Understanding of infection control procedures | X |  |
| Good understanding of personal health and safety responsibilities | X |  |
| Good understanding of clinical supervision | X |  |
| Understanding of national and local strategies, policies and procedures across Health and Education and their local implementation or application  | X |  |
| Knowledge of relevant networks/links  |  | X |
| Ability to work single handily with individuals and in groups | X |  |
| Excellent interpersonal skills – including observation, listening and empathy skills | X |  |
| Highly developed non-verbal communication skills | X |  |
| Good group work skills | X |  |
| Ability to maintain intense concentration for prolonged periods, simultaneously analysing mental and physical issues including motor and non-motor symptoms as required on a daily basis as an integral part of assessment and treatment | X |  |
| Ability to work as part of a team  | X |  |
| Ability to be able to supervise and delegate appropriate work to Rehabilitation Assistants and trained volunteers | X |  |
| Ability to reflect on practice both individually and with peers  | X |  |
| Proven skills in prioritising and being flexible and adaptable to meet competing priorities | X |  |
| Good organisational skills  | X |  |
| Excellent presentation skills, both written and verbal | X |  |
| Negotiation and problem solving skills | X |  |
| Competent in use of IT  | X |  |
| Moving and handling skills | X |  |
| **Criteria 5:** Personal Qualities |  |  |
| Commitment to client centred practice | X |  |
| Enthusiasm for community based assessment and interactions | X |  |
| Committed to lifelong learning | X |  |
| Willingness to be flexible | X |  |
| Self-motivated, assertive, diplomatic and tactful | X |  |
|  literate and numerate  | X |  |
| Sensitivity to the needs of a broad range of people with neurological conditions and their families | X |  |
| To be flexible to the demands of the workload including unpredictable work patterns, deadlines and frequent interruptions | X |  |
| Ability to carry out moving and handling of clients and equipment within regulation standards | X |  |