**Job Description**

**Job Title: Physiotherapist**

**Reporting To: Physiotherapy Team Leader**

**Requirements: HCPC Registration, Minimum 2 years post qualified experience**

**To provide direct clinical care which encompasses physiotherapy assessment, treatment and management of residents and outpatients across The Marillac Neurological Care Centre.**

**Ensure continuity of service delivery by providing regularly reviewed treatment plans that are accessible to all staff involved in the care of an individual.**

For the purpose of this Job Description, all which refers to as ‘residents’ also applies to outpatients (OP).

**Key Responsibilities:**

* To provide a patient-centred specialist physiotherapy service for people with neurological conditions using an array of physiotherapy skills to ensure best outcomes
* To work independently and also part of the inter-disciplinary team (IDT) applying clinical skills in physiotherapy needs including assessment, treatment planning, intervention and evaluation, which includes individual and group orientated approaches
* To manage an individual caseload of residents effectively and efficiently, and be responsible for organising and prioritising own and others workload, in the day to day allocation of work
* To maintain update record of residents’ progress / status, including reports and SOAP notes, according to the current data protection legislation

**Clinical Skills:**

* To maintain high professional standards of behaviour and appearance, according to The Marillac’s policies
* To undertake comprehensive holistic assessments and formulate a treatment programme through shared goals with patients, yet maintaining functional, realistic and measurable (SMART) goals to all residents, including risk assessments
* To gain informed consent for physiotherapy treatment from the resident and work within a legal framework with those unable to consent for treatment
* To comply with The Marillac policies, protocols and guidelines, whilst adhering to HCPC an CSP Codes of Practice
* To promote effective relationships with other members of the MDT and any external agencies involved in the care of the resident
* To ensure a consistent approach to the residents’ overall management in supporting them to achieve and maintain their highest possible levels of independence, by offering advice and support to staff at The Marillac, relatives or anyone involved in the resident’s care
* To communicate effectively verbally, in writing or electronically with all relevant MDT members, residents’, families and external agencies, being mindful of confidentiality and current data protection legislation.
* To assess and prescribe equipment for patients and/or refer on to appropriate services, when required
* To ensure use of safe moving and handling techniques
* Physical effort: to have the ability to carry out therapeutic and manual handling activities (involving residents and/or equipment), which require frequent and moderate physical effort during a shift
* To cope physically, emotionally and mentally with a complex daily caseload, involving lifting and therapeutic handling
* To be able to effectively work in an environment which can be physically unpleasant e.g. cramped, overcrowded, noisy

**Key Admin/Management Responsibilities:**

* To maintain accurate, clear and concise clinical records (SOAP notes) and provide verbal and written reports to the clinical team and other relevant parties, adhering to local procedures and professional standards (CSP and HPC) and codes as related to documentation (paper and/or electronic notes)
* To ensure that all The Marillac clinical and administrative policies and procedures are followed
* To be computer literate (i.e. MS Office, Reporting and Internal Databases) and support colleagues who are less knowledgeable in IT
* To contribute to specific projects as agreed with the Physiotherapy Team Leader in relation to your own development (CPD) and the development of the service, including auditing
* To participate in departmental, organisational and administrative duties
* To attend and participate in all appropriate meetings and forums as agreed with line management to plan and/or evaluate department service strategies
* To supervise the work of junior Physiotherapy staff, the Physiotherapy Assistants, students and volunteers
* To exercise good personal time management, punctuality and consistent reliable attendance
* To undertake any other duties commensurate to the grade, which may be required from time to time, to ensure smooth running of the service as directed by your manager, lead physiotherapist
* To have flexibility to work weekends, when required - advance notice will be given

**Professional Development and Educational Responsibilities**:

* To plan teaching sessions alongside the Physiotherapy Team Leader for staff to develop and maintain their competencies
* To provide a suitable learning environment for staff and act as a facilitator in the supervision and teaching of junior staff and physiotherapy students
* To attend Marillac orientation programmes and mandatory training sessions and annual updates
* To maintain a professional profile and develop skills, knowledge and competencies
* To be accountable for your practice and ensure that you are competent to practice
* To communicate with colleagues keeping them up to date with clinical events
* To be appraised at least annually
* To participate in clinical supervision, as appropriate
* To further develop computer literacy skills and work towards developing computer skills in relation to resident records

***Supplementary Information***

**Health and Safety**

The Marillac’s Health and Safety policy is applicable to all employees. Employees must be aware of their responsibility under the Employment Rights Act 1996 to ensure that agreed safety procedures are carried out and to maintain a safe environment for all employees, residents, volunteers and visitors.

**Infection Control**

The prevention and control of infection is the responsibility of everyone employed at The Marillac. All staff and volunteers must be aware of infection control policies, procedures and the importance of protecting themselves, residents, volunteers and visitors and in maintaining a clean and healthy environment.

**Equal Opportunities**

All employees of The Marillac are expected to be aware of, and adhere to, the provision of The Marillac’s Equal Opportunities Policy and to carry out their associated duties and responsibilities under this policy.

**Staff Involvement**

The Marillac is committed to involve staff at all levels in the development of the organisation. Managers should ensure that staff are encouraged to be involved in organisational and service developments including business planning and they are able to influence discussions which affect them and their working conditions. All managers should support a culture of openness and inclusion so that staff feel free to contribute and voice concerns. They should develop and implement communications systems that ensure staff are well informed and have an opportunity to feedback their views.

**Confidentiality**

Employees should be aware that The Marillac produces confidential information relating to residents, staff and volunteers, and are required to observe the strictest confidence with regard to any residents’ information which they may have access to, in the course of their duties.

It’s the responsibility of all employees to ensure the security of any information and to comply with the all current legislation concerning data protection. Disclosure of personal, clinical, commercial information, system passwords or other confidential information to any unauthorised person will be regarded as gross misconduct and may lead to disciplinary action, which may include dismissal.

**Job Description**

Note: This job description is intended as an outline of the post holder’s duties and responsibilities the post holder may be required to undertake. The list of responsibilities is not exhaustive and will be reviewed annually with the post holder as part of the annual review process. The job description will also be subject to change in line with the needs of the Centre. Staff will be expected to carry out their duties in line with their terms and conditions and contract of employment, the standards stated in the staff handbook and will be required to follow The Marillac Neurological Care Centre policies and procedures.

Staff have a contractual duty to ensure that mandatory training is current and will be expected to participate and undertaken further developmental training specific to their role.

*I have received a copy of this Job Description, read it, understood it and agreed to it.*

Signed............................................................................. Date....................................

Job Holder