

Action for M.E. Physiotherapist – Healthcare Services Application Pack



Thank you for considering joining Action for M.E.

I joined Action for M.E. in September 2012 and am delighted to be working with a staff and volunteer team and Board of Trustees who are passionate, dedicated and determined.

We aim to meet need now to improve the lives of people with M.E. while taking action to secure change for the future.

A small organisation that regularly punches above its weight, we are leading, with others, a growing community of supporters working to create real change on the scale so urgently needed at a local, national and international level.

In April 2017, we began supporting children and young people with M.E., after joining forces with national children's charity, the Association of Young People with M.E. In January 2022, we began offering Healthcare Services following our merger with the ME Trust. This provides an exciting opportunity to raise more money to reach more people and raise much needed awareness and understanding

I believe that Action for M.E. can, and will, make a major contribution to creating the change that is so desperately needed.



Sonya Chowdhury
Chief Executive

Our values

Shared values are held with high regard in our organisation and reflect how we seek to work with our supporters, partners and other key stakeholders. They reflect the attitudes, beliefs and behaviour that we value in each other and underpin our whole approach and culture.



About us

Action for M.E. takes action to end the ignorance, injustice and neglect that people with M.E. face day-in, day-out.

The charity was founded by Sue Finlay in 1987 and since then has been working tirelessly to tackle the inequality experienced by people with M.E.

M.E. (Myalgic Encephalomyelitis) is a chronic, neurological illness affecting an estimated 250,000 adults and children in the UK. It may be diagnosed as Chronic Fatigue Syndrome (CFS, or M.E./CFS).

People with M.E. experience severe, persistent fatigue associated with post-exertional malaise, the body's inability to recover after expending even small amounts of energy, leading to a flare-up in symptoms.

Even in its so-called mildest form, M.E. can have a significant impact on an individual's life, and not just on their health. A lack of understanding and awareness about M.E. means patients can experience disbelief, and even discrimination, from friends, family, health and social care professionals, employers and teachers.

Our vision

A world without M.E.

Our purpose

We take action to end the ignorance, injustice & neglect experienced by people with M.E.

Our people

President

Clare Francis MBE

Vice President

Martin Arber

Patrons

Lord David Puttnam CBE

Lord Melvyn Bragg

Julie Christie

Alan Cook CBE

Chair of Board of Trustees

Roger Siddle

Board of Trustees

We are an organisation led by people affected by M.E. for people affected by M.E. We aim to have a minimum of 51% of our Trustees who have, or have had, M.E. themselves.

Our Trustees are unpaid and meet at least four times a year and many sit on one of our four sub-committees. Board meeting location alternates between London and Keynsham.

We have a staff team of 40 (28 full-time equivalent) and approximately 70 volunteers who support our work in a number of different ways.

Our head office is in Keynsham (between Bath and Bristol) and we have colleagues all over the UK working from home.

Healthcare Services

Following our merger with The ME Trust in February 2022, we are now able to offer Healthcare Services alongside our Information, Support and Advocacy Services.

Our approach

Action for M.E. is committed to patient-led care, supported by robust biomedical evidence. We recognise that people with M.E. may have experienced stigma and disbelief about their health. We fully support research into the biological causes of the illness.

We support people to manage the physical symptoms of M.E. with medical advice and intervention, and physiotherapy. We also acknowledge that any long term illness can have psychological effects, and we therefore offer counselling, emotional support and spiritual direction for people who find that helpful. M.E. has a wide spectrum of severity and symptoms, and there is no one size fits all.

Our model is one of individually tailored whole-person care. That means we seek to support people with M.E. in whatever way is right for them as an individual physically, emotionally or spiritually. We also offer

encouragement and support to families and carers.

What we do

At Action for M.E. we understand how difficult it can be to find good clinical advice and support. While NHS provision remains patchy across the UK, we are working to ensure that everyone affected by M.E. has access to diagnosis, treatment and care. We offer consultations with a Doctor, Physiotherapist, Counsellor, or Chaplain. In order to provide whole-person care, some people choose to access the services of more than one health professional at the same time, and the clinical team make internal referrals where appropriate.

Our services are available for people aged 13 and above, in the UK.

NB. Currently our counselling and chaplaincy services are only able to support adults (aged 18 and above).

Fees

As a charity, we charge fees only to cover our costs. We aim to keep our fees affordable, and help is available for those in financial need through a bursary scheme (for up to 50% of fees).

Job summary:

Job title	Physiotherapist
Responsible to	Director of Healthcare Services
Salary	Self-employed, per consultation/hourly rate
Hours of work	Part time flexible hours as agreed
Location	Home based
Closing Date	February 24 th 2023, 5pm

Job purpose:

- To provide a physiotherapy service as part of a multi-disciplinary team, on a part time basis

Key working relationships

Physiotherapists are self-employed contractors and report to the Director of Healthcare Services

Other key working relationships:

- Other physiotherapists within the team
- Other members of the clinical team
- Clinical Governance Lead
- Action for M.E. colleagues

Job description:

Key duties

- Respond to physiotherapy referrals
- Carry out assessments, provide advice and recommend interventions to manage the symptoms in patients with M.E./CFS and related conditions, working with a whole person approach, and involving family/carers where appropriate
- Provide written reports for the person with M.E. and others involved in their care with consent of the patient
- Participate in clinical team meetings every 6-8 weeks (1 hour)
- Participate in quarterly physiotherapy team meetings (1 hour)

Key tasks

- Arrange and undertake consultations in the most appropriate manner for the patient - whether remotely, by telephone, Skype, Zoom or email or by home visit (according to geographical location)
- Record consultations details (date, length of consultation, charge) on Action for M.E.'s internal tracker for invoicing purposes
- Consider choices and in collaboration with the person with M.E., agree attainable and realistic goals, however small, during assessment,
- Offer a selection of gentle progressive interventions to facilitate an improvement in their quality of life
- Offer follow-up consultations with patients by phone, Skype, Zoom or by email
- Raise any safeguarding concerns to colleagues

Working Practices

- Seek to reduce fear associated with the illness and to create an environment for healing
- Offer clear and consistent information and advice to people with M.E. and their family/carers
- Work within Action for M.E. policies ensuring privacy and dignity

Person specification:

Qualifications/Key requirements

- Registered with the Chartered Society of Physiotherapy and/or HCPC
- Up to date professional indemnity insurance
- Safeguarding training to Level 3
- Eligible to work in the UK

Experience and Knowledge

May be varied but would typically include:

- Several years of post-graduate work experience in different aspects of the profession
- Familiarity with the NICE Guideline for the management of M.E. (2021)
- Experience in the management of long-term conditions
- Experience in the management of chronic pain and its impact on the quality of life

Skills and Behaviours

- Working in a multi-disciplinary team
- Excellent communication skills, in both active listening and careful word usage

Attitudes

- Understanding that ME/CFS is a complex biomedical condition
- A desire to help people holistically to manage their ME/CFS
- A willingness to think outside established protocols

Terms and conditions:

Outlined below are some of the main terms and conditions relevant to all self-employed contractors providing healthcare services to Action for M.E.

1. Self Employed
Contractors are treated as self-employed and must be responsible for their own tax and national insurance arrangements
2. Professional registration
Contractors must provide proof of registration with an appropriate professional body, and undertake any training to maintain that registration
3. Professional Indemnity Insurance
All contractors must provide proof of professional liability indemnity insurance
4. Contract for Services
A schedule of services to be provided and fees to be paid is attached as part of the contract
5. Payment
Contractors will invoice for services at the end of each month. Invoices will be paid within 14 days.
6. Clinical Team Meetings – Healthcare professionals are required to attend clinical team meetings on a regular basis (as often as possible and at least once a calendar year)
7. Termination
The contract may be terminated if two months' notice is given by either party

Application timetable:

Deadline for applications	24 th February 2023, 5pm
Interviews (to be held via Zoom)	W/C 6 th March 2023

How to apply:

To apply, please submit a CV and covering letter explaining your interest in the role and how your professional experience will enable you to fulfil it. Strong applicants will list each person specification bullet point related to qualifications, experience, skills, and attitudes and provide evidence of how they meet each of these criteria.

Should you have any questions, or require adjustments to the application process, please contact our recruitment team on recruitment@actionforme.org.uk



Cover image shows, top left to right: Jake, Ian, Paul, Dan, Chris, Rich and Matt who ran and cycled the virtual length of America's Route 66 highway – 2,280 miles - to raise £4,500 for Action for M.E.; Christmas Angels knitted by our supporters to send to young people with the condition; the ME/CFS Priority Setting Partnership research project logo; Olivia, who has had M.E. for ten years, taking part in our 2021 #yearsinelockdown campaign.

Bottom left to right: Prof Chris Ponting, patient representative Andy Devereux-Cooke, Solve ME/CFS Chief Scientific Officer Dr Sadie Whittaker and Action for M.E. CEO Sonya Chowdhury at a webinar for DecodeME, the world's largest M.E. DNA study; the campaign banner for our Big Give Christmas Challenge; the cover of *InterAction*, our membership magazine, described by many readers as a lifeline.