



**GIG  
CYMRU  
NHS  
WALES**

Bwrdd Iechyd Prifysgol  
Aneurin Bevan  
University Health Board

## ANEURIN BEVAN UNIVERSITY HEALTH BOARD JOB DESCRIPTION

### JOB DETAILS:

<b>Job Title</b>	Reablement Physiotherapist
<b>Pay Band</b>	Band 6
<b>Hours of Work and Nature of Contract</b>	22.5 hours/week Permanent
<b>Division/Directorate</b>	Primary Care & Community
<b>Department</b>	Torfaen Community Resource Team (CRT)
<b>Base</b>	Cedar Unit, County Hospital, Pontypool

### ORGANISATIONAL ARRANGEMENTS:

<b>Managerially Accountable to:</b>	Head of Physiotherapy Service
<b>Reports to: Name Line Manager</b>	CRT Physiotherapy Lead
<b>Professionally Responsible to:</b>	Community Resource Team Manager

### OUR VALUES:

**Ein GWERTHOEDD yw...**

Pobl yn gyntaf

Cyfrifoldeb personol

Angerdd am wellant

Balchder yn yr hym a wnaem

**Our VALUES are...**

People first

Personal responsibility

Passion for improvement

Pride in what we do

Am fwy o wybodaeth ffoniwch 01633 623801

For more information please contact the Organisational Development Team on 01633 623801

**Job Summary:**

The Senior Physiotherapist is a specialist clinician in a specific clinical area. They participate as a member of the team independently managing a specialist clinical caseload. They take responsibility for supervising, delegation, training and developing others. The post holder will contribute to implementing changes in their own clinical area to improve patient care and efficiency of service delivery. They will contribute to audit and may also participate in research activities.

**JOB OUTLINE**

Base and expected outreach
The base for this post will be Cedar Unit, County Hospital. The area covered is Torfaen Borough.
Role within the team
To be an integral member of the Community Resource Team delivering professional specific and generic interventions to the service users within the frailty spectrum of care.
Clinical
90%
Non clinical
10%
Rotas
22.5 hours per week delivered over 7 days a week
Key Working Relationships
Community Resource Team manager Community Resource multi-disciplinary team Community Resource Team health and wellbeing support workers GP's and intermediate care consultants Multi-disciplinary team within the health board and local authority

## PRINCIPAL RESPONSIBILITIES AND DUTIES:

### CLINICAL

- To undertake all aspects of clinical duties as an autonomous practitioner
- To be professionally and legally accountable for a designated patient caseload and to decide priorities for own work area, balancing other patient related and professional demands
- To manage clinical risk within own patient caseload
- To assess patients' capacity, gain valid informed consent to treatment and where such capacity is lacking/absent to work within a legal framework in the management of the patient
- To undertake the comprehensive assessment and accurate diagnosis of patients, including those with a complex presentation, using investigative, palpatory, analytical and clinical reasoning skills
- To undertake physical treatment techniques utilising highly developed manual skills where appropriate
- To formulate individualised clinical management programmes, utilising a wide range of treatment skills and options to plan a specialised programme of care
- To provide spontaneous and planned advice, teaching and instruction to relatives, carers, other disciplines and agencies to promote understanding of the aims of physiotherapy and to ensure continuation of the treatment programme
- To participate in multidisciplinary/multi-agency team meetings and case conferences to support the co-ordination of patient care. This may include the review of patient progress and discharge planning
- To ensure accurate, comprehensive and up to date clinical records are maintained in accordance with Health Board guidance and professionally agreed criteria
- To produce comprehensive patient related reports for other disciplines or agencies relating to assessment findings and/or treatment outcomes
- To actively participate in the measurement and evaluation of own work through audit, outcome measurement, the application of evidence-based practice and research where appropriate
- To work to Health Board, professional and national clinical guidelines and have a good working knowledge of relevant national standards to which quality of practice should be monitored
- To identify and initiate projects including audit to review current clinical practice in line with service wide strategy.
- Oversight of CRT Reablement Therapists physiotherapy caseload.
- Provision of clinical leadership and education for CRT Reablement Therapists.

**All clinical staff are accountable and responsible for their on clinical competence and should limit their actions to those for which they are deemed competent in line with guidance from their professional bodies.**

## **COMMUNICATION**

- To identify and employ suitable verbal and non-verbal communication skills with patients who may have difficulties in understanding or communicating for example, hearing loss, altered perception, expressive and receptive dysphasia, pain, fear or the inability to accept diagnosis
- To educate patients/relatives/carers regarding the nature of the condition and the aims of physiotherapy intervention
- To engage the patient, and relatives/carers where appropriate, in the planning and agreement of a treatment programme to maximise rehabilitation potential
- To employ appropriate skills to facilitate motivation and gain co-operation in the continuation of the agreed treatment programme
- To communicate with empathy, patient information which may be of a complex and sensitive nature
- To receive complex patient related information from patients, relatives, carers and other professionals to effectively plan and develop individual case management
- To communicate complex patient related information effectively to ensure collaborative working within the physiotherapy service and with other professionals across health and other agencies to ensure the delivery of a co-ordinated multidisciplinary service
- To acknowledge and support patients'/clients'/carers' rights by promoting individual choice respecting their beliefs, privacy and dignity at all times
- To strive at all times to provide an environment where the diversity of patients/clients/carers and colleagues is respected
- To provide a high-quality service acting at all times in a professional manner

## **LEADERSHIP AND MANAGERIAL DUTIES**

- In conjunction with the Community Resource Team manager(s), and senior staff where appropriate, to contribute to the supervision and performance management of staff as required
- To deputise for senior staff where appropriate
- To participate in the Health Board review process as outlined in the Knowledge and Skills Framework as both reviewer and reviewee
- To participate in recruitment and selection procedures for the physiotherapy service as required
- To contribute to the induction of new staff in the Community resource Team
- To participate in Community Resource Team meetings to ensure the effective exchange of information across the team and co-ordination of local service delivery
- To take responsibility for the safe use of equipment and to advise appropriate personnel of the need to review availability of suitable resources for patient care

- To undertake specific tasks as designated by senior Community Resource team manager and team leads
- To identify and propose service changes for own work area and lead project groups when required
- To contribute to developments representing Physiotherapy within the wider multidisciplinary/multi-agency team
- To adhere to the policies and procedures of the Health Board and Community Resource Team
- To maintain state registration with the Health and Care Professions Council (HPC) and to provide evidence of that registration annually upon request

### **EDUCATION AND TRAINING**

- The post holder will be responsible for maintaining their own competency to practice through continuing professional development activities including reflective practice, review of relevant literature, participation in local in-service training programmes and peer review, maintenance of a personal portfolio and the attendance of relevant training courses as identified, within a personal development plan. Where appropriate these activities will be supported by the Community Resource Team
- To be an active member and contribute to the organisation and delivery of the training programmes
- To assist in the tuition of other Community Resource Team staff as appropriate.
- To undertake the tuition, supervision and performance assessment of undergraduate physiotherapy students. This will include working with universities to ensure the standard of practice and teaching meets the standards set by the degree level qualification
- If requested provide teaching and instruction to other disciplines to ensure a consistent approach to patient care
- To participate in mandatory and statutory training as required

### **HEALTH AND SAFETY**

- Individuals employed within the Health Board are expected to take reasonable care for the health and safety of themselves and other persons who may be affected by their acts or omissions whilst at work.

### **DATA PROTECTION**

- Individuals employed within the Health Board are responsible for any records they create, use or handle. This responsibility is established at, and defined, by law.
- All employees working for or within the NHS who record, handle, store or otherwise come across information, have a personal common-law duty of confidence. The Data Protection Act 1998 now places

statutory restrictions on the use of personal information, including health information. All staff need to acknowledge the importance of health records and their personal responsibilities.

- Its security is of prime importance and serious consequences can result should a record go missing. Any disclosure of such information without permission is a disciplinary offence and may result in dismissal.

### **FLEXABILITY STATEMENT**

This job description is a guide to the duties you will be expected to perform immediately on your appointment. It will be periodically reviewed in the light of developing work requirements and, in consultation with the post holder may well be changed from time to time to meet changes in the Health Board's requirements.

**This job description is not an exhaustive list of responsibilities, but more an outline framework against which the post holder will be given flexibility to define the detail. The post may be liable to changes and/or variation dependent on service needs, but this will be undertaken in consultation with the post holder. The post holder will be expected to work across healthcare environments as required, and there will be a need for travel between departments across ABUHB**

## **PERSON SPECIFICATION**

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Qualifications and/or Knowledge</b>	<p>Diploma/degree in Physiotherapy</p> <p>State Registered Physiotherapist (HCPC)</p> <p>Relevant clinical educators' course or willing to undertake training</p> <p>Appropriate range of postgraduate clinical education</p>	<p>MCSP</p> <p>Active participation in relevant interest group</p>	<p>Application form and pre-employment checks</p>

<b>Experience</b>	<p>Broad range of post graduate clinical experience including comprehensive rotational experience</p> <p>Specific experience in speciality applied for</p> <p>Experience of participating in and delivering in-service training programmes</p> <p>Experience of supervising staff</p> <p>Evidence of having worked unsupervised</p>	<p>Evidence of having worked in the UK as a HPC registered Physiotherapist</p> <p>Experience of integrating user participation in service development</p> <p>Experience of facilitating learning with undergraduate students</p>	<p>Application form and interview</p>
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<b>Aptitude and Abilities</b>	<p>The ability to discuss the clinical reasoning process in the management of complex cases</p> <p>The ability to identify and act upon adverse clinical signs</p> <p>Good communication skills both verbal and written when interacting with members of the team, other staff, patients and their families</p> <p>The ability to work effectively in a team environment</p> <p>Evidence of initiative</p> <p>Good time management</p> <p>The ability to discuss the ethos of clinical governance and its relevance in physiotherapy practice</p> <p>The ability to demonstrate an understanding of the NHS and the challenges facing the physiotherapy service</p> <p>Awareness of relevant national and local clinical guidelines</p> <p>Commitment to participating in clinical and organisational audit</p> <p>The ability to demonstrate critical appraisal skills</p> <p>Evidence of Continuing Professional Development sufficient to meet HPC requirements</p>	<p>Experience at conducting staff appraisals.</p> <p>Experience at development of policies and procedures.</p> <p>Ability to speak Welsh.</p>	<p>Interview</p>
<b>Other</b>	<p>The physical ability to perform and cope with all aspects of manual handling as demanded by the job role</p> <p>Professional appearance</p> <p>The ability to adapt to changes in work routine</p> <p>The ability to move between sites within ABHB and patients' residences as required by the job role</p>		<p>Application form and interview.</p>

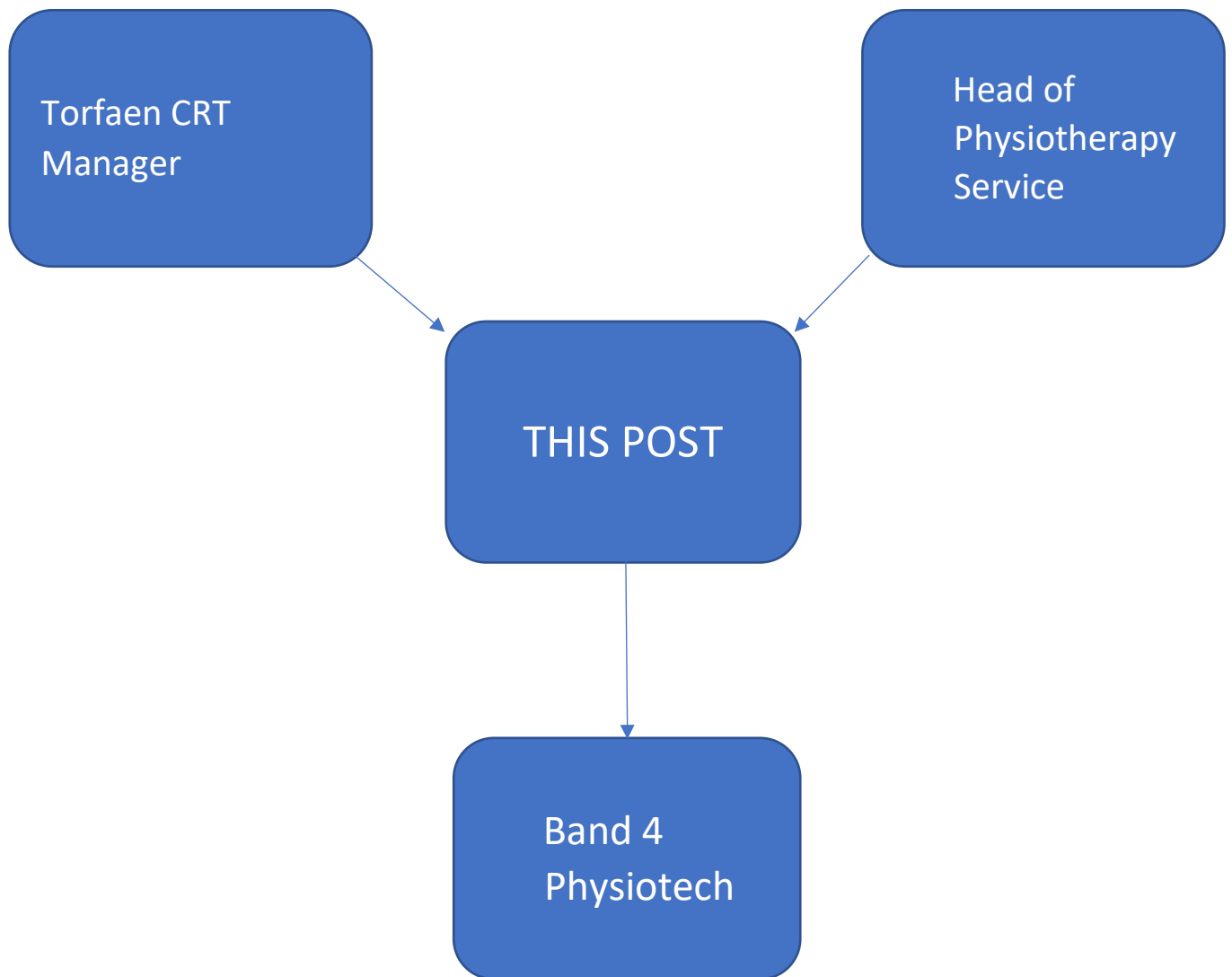


## **GENERAL REQUIREMENTS**

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **Data Protection:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Legislation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB or Trust Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.

- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment of any of the above grounds. To this end, the organisation has an Equality Policy, and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have direct contact with patients/service users/Children/vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau Enhance Disclosure Check as part of the HB/Trust's pre-employment check procedure.
- **Safeguarding Children and Adults at Risk:** The organisation is committed to safeguarding children and adults at risk. All staff must therefore attend Safeguarding Children & Adult training and be aware of their responsibilities under the All Wales Procedures.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.
- **No Smoking:** All Health Board/Trust sites, including buildings and grounds, are smoke free.

## Appendix 1 – Organisational Chart



## Job Title: Physiotherapist

### Supplementary Job Description Information

#### Physical Effort

This factor measures the nature, frequency and duration of physical effort (sustained effort at a similar level or sudden explosive effort) required for the job.

Examples of Typical effort(s)	How often per day/week/month?	For how long?	Additional Comments
Required to use a combination of sitting (for long periods), standing, and walking throughout the day.	Daily	Most of the day	
Required to bend, stretch and crouch when assessing and providing patient interventions and programmes.	Daily	Frequent, short periods.	
Operate a computer workstation, VDU equipment and exercise keyboard skills for tasks, during which posture is primarily static.	Daily	Ongoing	Able to take breaks from screen.
Travel between NHS and other sites often with limited time between appointments.	Daily	As the need requires.	
Able to carry out physical tasks and recording of information, whilst listening to and observing patient.	Daily	Frequent, short periods.	

## Mental Effort

This factor measures the nature, level, frequency and duration of mental effort required for the job, for example, concentration, responding to unpredictable work patterns, interruptions and the need to meet deadlines.

<b>Examples of Typical effort(s)</b>	<b>How often per day/ week/month?</b>	<b>For how long?</b>	<b>Additional Comments</b>
Concentration when devising action plans to address low uptake in areas, evaluate service and undertake audit activities.	<b>Daily</b>	<b>Varies</b>	
Dealing with the delivery of distressing news to patients/family/carers.	<b>Occasionally</b>	<b>Short periods</b>	<b>When undertaking clinical shifts.</b>
Concentration required when teaching, training, assessing and evaluating all other levels of staff and students in department.	<b>Daily</b>	<b>Prolonged periods</b>	<b>When undertaking clinical shifts/teaching.</b>
Moving and handling of patients may take place in awkward or confined spaces.	<b>Occasionally</b>	<b>Short periods.</b>	<b>When undertaking clinical shifts/teaching.</b>

## Emotional Effort

This factor measures the nature, frequency and duration demands of the emotional effort required to undertake clinical or non-clinical duties that are generally considered to be distressing and/or emotionally demanding.

<b>Examples of Typical effort(s)</b>	<b>How often per week/month?</b>	<b>For how long?</b>	<b>Additional Comments</b>
Deal with patients/relatives who are highly emotional or unhappy with aspects of the service.	<b>Several times a week</b>	<b>Short period time</b>	

## Working Conditions

This factor measures the nature, frequency and duration of demands on staff arising from inevitably adverse environmental conditions (such as inclement weather, extreme heat/cold, smells, noise and fumes) and hazards, which are unavoidable **(even with the strictest health and safety controls)**, such as road traffic accidents, spills of harmful chemicals, aggressive behaviour of patients, clients, relatives, carers.

Examples of Typical Conditions	How often per week/month?	For how long?	Additional Comments
Exposure to bodily fluids and unpleasant smells from these, such as blood, vomit, faeces, urine and infected wounds.	Occasionally	Short periods.	
Poor home conditions, cramped, hot and noisy patient environments	Occasionally	Short periods.	
Regular requirement to travel.	Daily	As the need requires.	