

Job Description

Job Title: Therapy Assistant Practitioner	NHS AfC: Band 4
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Accountable to: Integrated Neighbourhood Team (INT) Manager / Lead Therapist
Responsible for: No direct line management responsibilities
Key Relationships with: Patients, relatives and carers, Physiotherapists, Occupational Therapists, Nurses and Social workers, ESNEFT Acute based Integrated Therapy Clinicians and Therapy colleagues across three East Suffolk community hospitals, Clinicians and Medics across acute, community and mental health NHS services including GLINT (Geriatrician for the INT), Multidisciplinary and interdisciplinary team members within clinical locality Statutory, non-statutory and voluntary agencies involved in discharge planning Community Services

Purpose of Role:

- To manage a defined caseload of patients in the community under the guidance of registered Therapy clinicians.
- To respond, with support from a registered therapist, to patients at risk of admission to hospital within 2 hours to support Urgent Community Response
- To provide specific skilled support to the registered clinicians in providing technical therapy interventions to patients in a variety of settings
- To use an evidence-based, person-centred approach in the planning, implementation, evaluation and monitoring of agreed interventions following guidelines and protocols to promote the functional fitness of patients in a way that is consistent with their abilities, preferences and cultural beliefs.
- To be able to work flexibly over a 7/7 service rota
- To work as a key member of the multi-disciplinary team carrying forward treatment plans and progressing rehabilitation goals for patients to enhance recovery
- To communicate complex and sensitive information effectively to patients using skills of persuasion, motivation, explanation, negotiation and empathy. There may be barriers to understanding such as hearing loss, speech difficulty, anxiety, fear and depression

Key Responsibilities:

Clinical

- To plan and organise a designated caseload of patients and own professional activities under the supervision of a registered therapy clinician.
- To work with patients, relatives and carers to identify therapy goals for safe, timely discharge, using standardised assessment tools to assess skills deficits and functional needs
- In collaboration with the patient, relative and carers, to plan and implement a programme of therapeutic interventions and treatment techniques to meet the patient's needs for safe timely discharge underpinned by theoretical knowledge and clinical reasoning skills.
- To monitor, evaluate and modify treatment interventions to measure progress and ensure effectiveness.
- To use observation and assessment skills and role specific knowledge to monitor and report progress of complex patients to senior therapy clinicians.
- To use intermittent periods of light / moderate physical effort to carry out interventions depending on the patients health status and needs.

- To assist in assessing and instructing patients / carers in the use of non-complex standard pieces of daily living and mobility equipment including liaising with the equipment service to request the delivery and fitting of equipment.
- To identify need for, organise and participate in home assessment visits for complex patients in close liaison with the occupational therapist, and liaising with the patient/relatives/carers and other MDT colleagues where necessary.
- To have an active role in the promotion and development of reablement within the home environment.
- To identify when specialist interventions are required from either a registered Occupational Therapist or Physiotherapist
- To organise and prioritise own daily workload with supervision and within the scope of the role.

Communication

- To work as a member of the multidisciplinary team, representing the Therapy Service, establishing effective communication networks with colleagues, patients and carers, maintaining interactions with external agencies.
- To establish effective communication with patients, relatives and carers to gain their active participation in the development and progress of the therapy treatment plan, including setting of realistic goals.
- To use an empathetic, motivational and reassuring approach to present and receive sensitive information and maximise the rehabilitation potential of the patient, being aware of own response to distressing circumstances
- To establish professional relationships with patients, relatives and carers, communicating with them in ways that respect their views, beliefs and culture.
- To report to the registered therapy clinician, in a timely manner, information relating to patients' performance and progress during therapy interventions, identifying significant changes in levels of function and deviations from the planned programme / outcome.
- To act as advocate for patient and profession ensuring patients and carers needs and choices are the focus of the care process.
- To identify ways of overcoming potential barriers to effective communication

Documentation

- To ensure that up to date written and electronic records of own patient interventions and observations are completed in accordance with Trust and professional standards
- To ensure that required activity data is recorded and that relevant personal and departmental records are maintained

Professional Ethics/Standards

- To comply with local policies and procedures
- To respect the individuality, values, cultural and religious diversity of patients and carers

Leadership supervision and appraisal

- To prepare and actively participate in Trust's Annual Performance Development Review process and progress reviews.
- Ensure training and development needs detailed in your Personal Development Plan are followed and the effectiveness of the acquired training and development evaluated in terms of self, patient and service.
- To delegate appropriate non-complex work to junior, administrative and other members of the MDT as appropriate making best use of resources.
- To demonstrate awareness of leadership needs within clinical and professional situations and support the leadership activities of registered clinicians within the therapy service.

Training and education

- To participate in the non-clinical induction, training and education of students and other staff within the clinical specialism e.g. demonstrating own role, activities and departmental routines.

Service development and delivery

- To ensure that clinical areas are well maintained and comply with health and safety regulations
- To participate in the delivery of the Therapy and Community Hospital service objectives, providing feedback to the senior management team as requested.
- To participate in the promotion of the therapy service and professions where appropriate
- To ensure the correct use, care and storage of equipment and resources used in the course of work duties, including patient's belongings in the hospital and home environments.
- To participate in piloting new services / methods of working as agreed with your supervisor / Team Leader and as part of a wider team / service.

Personal and professional development

- To review and reflect on your own practice and performance through effective use of professional and operational supervision and performance review utilising the knowledge and skills framework.
- To undertake relevant activities to meet your development objectives as identified through the performance review process with your supervisor, and to share learning with colleagues as agreed.
- In line with Trust guidelines, review and reflect on your own practice and performance through regular participation in professional supervision and performance review.

Clinical governance

- To participate in the local clinical governance arrangements and activities as allocated by the Team Leader.
- To incorporate latest techniques into your clinical work following relevant policies and procedures.
- To participate in audit and evaluation activities as agreed with your supervisor / Team Leader.

Line management

- To plan/prioritise own patient workload seeking advice and support, when appropriate.
- To exercise effective personal time-management in prioritising activities and working to deadlines.
- To be punctual and consistently reliable in your attendance.
- To delegate relevant activities appropriately across bandings and administrative staff.
- To be responsible for advising on resources required to manage roles and responsibilities.

General

- To be responsible for complying with Trust and local Safeguarding policies and procedures.
- To be responsible for the quality of data recorded. The data should be accurate, legible (if hand written), recorded in a timely manner, kept up to date and appropriately filed.
- All employees must comply with the East Suffolk and North Essex NHS Foundation Trust's Equality and Diversity Policy and must not discriminate on the grounds of sex, colour, race, ethnic or national origins, marital status, age, gender reassignment, disability, sexual orientation or religious belief.
- Employees have a responsibility to themselves and others in relation to managing risk and health and safety, and will be required to work within the policies and procedures laid down by East Suffolk and North Essex NHS Foundation Trust. The Trust seeks to establish a safe and healthy working environment for its employees and operates a non-smoking policy.
- All employees have the right to work in an environment which is safe and to be protected from all forms of abuse, violence, harassment and undue stress. All employees are responsible for helping to ensure that individuals do not suffer harassment or bullying in any form. All employees will be personally accountable for their actions and behaviour in cases of complaint of harassment or bullying.
- All staff have a responsibility to contribute to a reduction in the Trust's carbon footprint and should pro-actively reduce and encourage others through own actions to reduce their contribution to carbon emissions. This includes switching off electrical appliances that are not in use, turning down heating, closing windows, switching off lights and reporting carbon waste etc.

Prepared By:

Date:

Person Specification

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Criteria	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Experience as a Therapy assistant or experience at a similar level in a related field of health care / health and fitness sector • Demonstrable experience of delivering tailored personal care with an associated level of senior responsibility • Knowledge of medical conditions and functional needs within community setting or similar context. • Completion of Integrated Therapies assistant core and/or specific competencies 	<ul style="list-style-type: none"> • Knowledge of community resources and whole systems/ pathways approach to care • Experience of working across and liaising with variety of teams. • IT literate
Qualifications	<ul style="list-style-type: none"> • Can demonstrate intermediate level of theoretical knowledge and clinical reasoning skills acquired through coursework, in-house training and experience to NVQ/Diploma Level 3 or equivalent 	<ul style="list-style-type: none"> • Membership or special interest in a community care and integration • Assistant member of Professional group such as CSP or BAOT or working towards this
Knowledge	<ul style="list-style-type: none"> • Ability to work on own initiative without direct supervision • Knowledge of specific treatment protocols for a wide range of health and social care conditions • Able to maintain clinical records and complete basic reports. • Ability to provide and receive complex and sensitive information • Ability to exchange condition related information with multidisciplinary team, patients and carers • Ability to manage communication difficulties/barriers • Health & Safety and risk awareness • Able to evidence ability to plan, prioritise and maintain own clinical caseload. • Knowledge of role of therapy in Acute and Community Care. 	<ul style="list-style-type: none"> • Understanding of the role and application of occupational therapy and physiotherapy. • Knowledge of occupational therapy (OT) and physiotherapy (PT) within the Community or Acute care settings. • Experience of group work with patients • Ability to plan and deliver range of prescribed interventions. • Ability to prescribe and implement care programmes to facilitate timely discharge for patients • Ability to support specialist OT / PT input to care programmes for complex patients as directed • Understanding of the issues around hospital throughput especially around admission avoidance and early discharge

	<ul style="list-style-type: none"> • Able to demonstrate role and duties to multidisciplinary community team colleagues. • Able to support the provision of student placements and other experiential learning. • Able to delegate appropriate aspects of patient care to other support workers. 	<ul style="list-style-type: none"> • Understanding of reablement in the ward and community setting
Personal Skills	<ul style="list-style-type: none"> • Good communication skills to overcome barriers of understanding particularly with adults with disabilities • Team worker • Good written and verbal communication skills • Flexibility to meet service needs • Desire to develop • Organisational ability and time management of self • Confident, competent manner and professional presentation of self • Motivational and persuasive skills • Tact, diplomacy and negotiating skills • Ability to demonstrate empathetic approach to patients/carers • Ability to cope with deadlines and associated pressure • Able to recognise personal and role limitations and seek assistance accordingly • Able to have the ability to conduct clear telephone assessments with good verbal communication • Willingness and ability to travel across Ipswich and East Suffolk using own or pool transport. 	<ul style="list-style-type: none"> • Adaptable • Cheerful and approachable • Teaching skills for use with patients etc.