

GUY'S AND ST THOMAS' HOSPITAL TRUST

JOB DESCRIPTION

JOB TITLE	HIGHLY SPECIALISED PHYSIOTHERAPIST MUSCULOSKELETAL
GRADE	BAND 7 Physiotherapist
JOB LOCATION	GUY'S & ST THOMAS' HOSPITAL TRUST
ACCOUNTABLE TO	Clinical Lead Physiotherapist- Musculoskeletal Services
REPORTING TO	Clinical Lead Physiotherapist and Deputy Clinical Lead Physiotherapist-Musculoskeletal Services

Guy's & St Thomas NHS Foundation Trust

Guy's and St Thomas' NHS Foundation Trust comprises five of the UK's best known hospitals – Guy's, St Thomas', Evelina London Children's Hospital, Royal Brompton and Harefield – as well as community services in Lambeth and Southwark, all with a long history of high quality care, clinical excellence, research and innovation.

We are among the UK's busiest, most successful foundation trusts. We provide specialist care for patients including heart and lung, cancer and renal services as well as a full range of local hospital and community services for people in Lambeth and Southwark.

We have a long tradition of clinical and scientific achievement and – as part of King's Health Partners – we are one of England's eight academic health sciences centres, bringing together world-class clinical services, teaching and research. We have one of the National Institute for Health Research's biomedical research centres, established with King's College London in 2007, as well as dedicated clinical research facilities.

Royal Brompton and Harefield hospitals joined Guy's and St Thomas' in February 2021 and is the largest specialist heart and lung centre in the UK and among the largest in Europe. We provide treatment for people with heart and lung disease, including rare and complex conditions, offering some of the most sophisticated treatment that is available anywhere in the world.

Our integrated approach to caring for patients from before birth, through childhood, adolescence and into adulthood and old age has been replicated around the world and has gained Royal Brompton and Harefield an international reputation as a leader in heart and lung diagnosis, treatment and research.

We are working in partnership with King's Health Partners, to deliver our vision of creating a new centre of excellence, which will be the global leader in the research into and treatment of heart and lung disease, in patients from pre-birth to old age.

We have around 22,700 staff, making us one of the largest NHS Trusts in the country and one of the biggest employers locally. We aim to reflect the diversity of the communities we serve and continue to develop new and existing partnerships with local people, patients, neighbouring NHS organisations, local authorities and charitable bodies and GPs.

We strive to recruit and retain the best staff as the dedication and skills of our employees lie at the heart of our organisation and ensure that our services are of the highest quality, safe and focused on our patients.

Physiotherapy Department Information

The physiotherapy Department is within the Therapies Clinical Directorate along with Speech and Language therapy, Occupational Therapy, Foot Health and Patient Appliances, Spiritual Care, Psychology and Social Work support. The Directorate is part of the Integrated Strategic Business Unit. The department has over 300 staff and provides services across the Trust. Musculoskeletal physiotherapy offers services on both acute sites (Guys and St Thomas'), in community at Pulross Intermediate Care Centre and Gracefield Gardens, at GP practices as part of the First Contact Practitioner (FCP) provision and, at local gyms in the Lambeth and Southwark Boroughs

Organisational Values:

The post holder will:

- **Put patients first** - consider the patient's needs and wishes in all that they do
- **Take pride in what they do** – strive for highest standards on own work and challenge colleagues to do the same
- **Strive to be the best** – in terms of patient care & teamwork
- **Act with integrity** - maintain the privacy & dignity of patients, work with integrity and be trustworthy, be accountable for own work
- **Respect others** – patients, visitors and colleagues. Actively give and receive feedback.

JOB STATEMENT

- Performs an advanced musculoskeletal assessment of patients including those with highly complex presentations and from this formulates a diagnosis and treatment plan which is carried out as an autonomous practitioner in both face to face and remote consultations
- Within FCP this will involve seeing patients, without prior contact with their GP, in order to establish a rapid and accurate diagnosis and management plan.

- Discuss and request investigations to facilitate diagnosis and choice of treatment regime, understanding the information limitations derived from these and the relative sensitivity and specificity of particular imaging services. Interpret and act on results to aid diagnosis and develop the management plans of patients, seeking advice from Advanced Practice Physiotherapists or GPs as required.
- Deliver programmes of supported patient self-management, in ways that facilitate behavioural change, optimise individuals' physical activity, mobility, fulfilment of personal goals and independence.
- Takes a lead role in the supervision, teaching and appraisal of senior, junior and assistant physiotherapists, physiotherapy students (including those at Masters level) and other members of the multi disciplinary team.
- As team leader, is responsible for operational management and overall development of designated team especially in regard to all aspects of clinical governance and deputises for service manager as required.
- Supervises, initiates and participates in evidence based projects and is responsible for implementing changes within designated team/area and setting and monitoring standards of practice

Key Relationships:

The post holder will have regular contact with Chief Therapist, Deputy Chief Therapist/ Trust Head of Physiotherapy, Clinical and Deputy Clinical Lead Physiotherapist MSK Outpatients, Clinical Specialists Outpatients and Pain, Extended Scope Practitioner Physiotherapists, Highly Specialised Physiotherapists, Rotational Physiotherapists, Physiotherapy assistants, Physiotherapy Service delivery manager, physiotherapy business Support manager, Assistant physiotherapy service delivery manager, administration staff including reception staff

As part of the FCP service key relationships with GPs and practice managers to ensure a smooth running of the FCP service, in conjunction with GP practice lead. Work as an integral part of a primary care multidisciplinary team, FCP Physiotherapy team and MSK out-patient department.

PRINCIPLE DUTIES AND RESPONSIBILITIES

Patient care

- To be professionally and legally responsible and accountable for all aspects of the practitioner's professional activities
- To undertake the specialist assessment of patients as an autonomous practitioner, including those with highly complex presentations, and using clinical reasoning skills, knowledge of evidence based practice and advanced musculoskeletal expertise determines appropriate care plan utilising specialist treatment skills and options, in both face to face and remote consultations
- To interpret and analyse clinical and non-clinical facts to form accurate diagnoses in a wide range of highly complex musculoskeletal conditions
- To formulate accurate prognoses and recommend best course of intervention, developing comprehensive discharge plans
- To be responsible for own and team patient care plans and will be consulted frequently for specialist advice and guidance by junior team members and other health care professionals both within and outside the trust
- To continually reassess patients in order to progress treatments effectively and advise patients, employers and occupational health departments on the appropriate time to return to work, sports and other activities

- To co-ordinate intervention which may include other disciplines; advises and educates patient/carers/relatives/other health professionals
- To manage clinical risk within own caseload and that of designated team at all times
- To participate in the Saturday weekend working rota for MSK
- To provide physiotherapy services as sole practitioner, including FCP provision, in GP clinic locations as required
- To be responsible for maintenance of accurate written records using POMR system and use of computerised diary and records and supervision of team record keeping; to include comprehensive progress and discharge reports to medical referrers and legal and disability reports
- To use specialist knowledge to refer to other health disciplines as appropriate
- To demonstrate physical ability to carry out physiotherapy assessment and interventions including manual therapy techniques and therapeutic handling
- To demonstrate highly developed dexterity, co-ordination and palpatory sensory skills for assessment and manual treatment of patients
- To be highly competent in assessing a wide range of musculoskeletal conditions based on advanced theoretical knowledge of anatomy, physiology and pathology, often in situations where conflicting evidence is present

Service development

- To ensure as team leader that designated staff implement policy and service developmental changes
- To be responsible for ensuring that quality standards and effectiveness of patient care are continually improved
- To propose policy changes concerning the physiotherapy management of musculoskeletal patients, and to guide the musculoskeletal physiotherapy team to provide an efficient and effective service in this clinical area.
- To work with the Clinical Lead and Deputy Clinical Lead MSK in developing the strategic and operational management of the physiotherapy service.
- To contribute to the managerial matters of the directorate and department including development and implementation of departmental policies, which will impact on the physiotherapy service, and may influence other local services concerning management of musculoskeletal patients.

Management

Physical resources

- To be responsible for competent use, repair and maintenance reporting of all electrotherapy equipment, hydrotherapy equipment, gym equipment and patient appliances and as team leader, ensures that designated staff attain competency prior to use
- To ensure an adequate level of equipment, such as walking aids and appliances, is maintained in the outpatient department, by monitoring stock levels and re-ordering as and when necessary.
- To ensure that all equipment defects, accidents and complaints are reported to the Superintendent immediately and that appropriate action is taken by those concerned.
- To comply with all Trust policies and procedures and the Health and Safety at Work Act, including adherence to Universal Precautions and Infection Control measures, and ensure that staff within the team are aware of their responsibilities.

- To report all complaints and accidents to the immediate senior member of staff as soon as possible and document accordingly.
- To attend mandatory fire, manual handling and resuscitation training on an annual basis and be familiar with local procedures within speciality areas of work, and ensure that staff within the team are aware of their responsibilities.

Human resources

- To be responsible for the daily management, supervision and co-ordination of designated team including staff appraisal, performance management, informal grievance and acts as a panel member in staff recruitment
- To be responsible for the provision of specialised teaching to peers and junior staff on wide range of subjects both in musculo-skeletal medicine and general health care; this may be to large groups
- To assist the Clinical Lead and Deputy Clinical Lead, in conjunction with other senior staff, in the efficient day to day management of the musculo-skeletal outpatient department including allocation of both staff and students to respective teams.
- To be responsible for the operational management of the designated team and to deputise for the Clinical Lead and Deputy Clinical Lead MSK in departmental management as required
- To be responsible for own personal professional development and keep abreast of new clinical practices in the area of musculo-skeletal physiotherapy
- To maintain a CPD portfolio reflecting personal professional development and ensure all members of designated team have a comprehensive performance plan.
- To supervise and lead on the professional development of physiotherapists on rotation through the clinical area.
- To be responsible, for the training of physiotherapy staff, assistants and students on placement within the clinical area.
- To supervise undergraduate (and in some instances masters level) physiotherapy students as required, and to liaise, as team leader, with academic institutions regarding student performance and placement within the team.
- To participate in the Trust Appraisal Scheme, both as appraisee and as an appraiser.
- To attend and be an active participant in departmental staff and peer group meetings.
- To ensure that, as an individual practitioner, the post holder advises the Physiotherapy Services Manager of any changes to the service to ensure quality and effectiveness of care for their patients.

Information resources

- To maintain an accurate and evaluative record keeping system using a POMR format for own clinical caseload and to be responsible for ensuring that Band 6,5 and student physiotherapists, and Technical Instructors Band 4 are maintaining the Department Standard within the clinical area
- To provide statistics and analysis reports regarding the designated service using databases in an accurate and timely manner
- To ensure that the outpatient physiotherapy team reports and discharge summaries are completed and sent in accordance with department policy and in order to facilitate prompt access to information by social workers responsible for Care Assessments.

Planning and organisation

- To flexibly plan and organise own time and lead on organisation of team rota to include patient care, training, supervision and meetings
- To ensure smooth organisation of group classes including content, class numbers and outcome evaluation
- To be responsible for the day-to-day operational management of the physiotherapy service to patients in the clinical area by working within and alongside established physiotherapy teams.
- To achieve the effective daily management of a caseload of patients including responding to urgent referrals, prioritising clinical work and balancing other patient related and professional activities in accordance with departmental standards.
- To provide an efficient and effective physiotherapy service within the clinical area by appropriate management of the team members and their caseloads.
- To monitor referrals and on-going treatments to ensure that appropriate decisions are made regarding patient care.
- 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 the Superintendent in this area.
- To co-ordinate training and research activities with external agencies.

Communication

- To be able to motivate and persuade others through advanced communication skills, with the benefit of verbal and non-verbal skills, using written and electronic information where needed
- To demonstrate the ability to communicate complex and sensitive information to patient, carers and other staff, where there may be barriers to communication i.e. non-English speaking patients; use of interpreters; excess noise or lack of privacy and ensure all members of the team do likewise
- To maintain close links, communication and liaison between all staff and people involved in patient care, student education, research or policy development as appropriate and promote good working relationships at all times
- To resolve informal complaints and to be well versed with the Trusts' formal complaints procedure
- To impart complex information to small groups of people, for example in class and training sessions, using a variety of methods of communication
- To clearly convey complex knowledge of techniques, biomechanics, anatomy and physiology to patients and staff
- To be able to manage potentially stressful, upsetting or emotional situations in an empathetic manner
- To attend meetings and seminars/case conferences as appropriate, and to liaise with and advise other disciplines, as appropriate, to achieve comprehensive, effective and confidential patient management through to discharge
- To initiate and maintain contacts with local and national clinical interest groups appropriate to the clinical field, including but not limited to community support services and intermediate care teams involved in the care of older patients, and to demonstrate the ability to share and disseminate knowledge with colleagues working in community and intermediate care settings.
- To ensure close links of communication with Clinical Lead and Deputy Clinical Lead, senior staff and Schools of Physiotherapy as necessary, and to ensure timely and effective communication with the superintendent physiotherapist on all professional matters

- To liaise with and advise other physiotherapists, relevant medical staff, nursing staff, social workers and other health care professionals who may be in direct contact with the post holder with regard to patient care.
- To communicate effectively with all other disciplines involved in the patient's care both in the Hospital and in the community thus ensuring a multidisciplinary approach and integrated service.

Research and audit

- To participate and lead in the department's ongoing audit and appropriate work related research/ evaluation projects in areas relevant to the clinical field
- To supervise evidence based projects in each rotation and the professional presentation of the project to the physiotherapy department
- To keep abreast of evidenced based practice in the musculo-skeletal area by use of relevant reading, attendance at in-service training, external courses and database searches
- To ensure good working knowledge of national and local standards and monitor quality as appropriate
- To participate in appropriate work related research projects and in clinical trials as required.
- To work in an advisory capacity to medical and therapies directorates across the Trust

Effort

- To carry out assessments and treatments of musculo-skeletal conditions, with moderate physical effort involved, on a daily basis
- To comply with the Trusts Manual Handling Policy and local therapeutic handling guidelines
- To work in an environment where as team leader the work patterns may be disrupted by frequent demands from patients, clinical staff, students and administrative support staff
- To sensitively deal with distressing or emotional circumstances regarding patient care e.g. imparting news of poor prognoses such as chronic pain management or lifelong disability
- To support junior when indicated in the management of challenging patients
- To support Clinical Lead and Deputy Clinical Lead MSK when indicated in the management of staff disciplinary matters
- To deal with patients suffering from pain states 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. Hydrotherapy pools require exposure to pool chemicals and extremes of temperature.

“As part of the physiotherapy department's commitment to meeting patient needs and delivering excellence we provide a 24hours, 7day service. It is therefore essential the post holder be able to work their hours flexibly and contribute fully to both existing and new rota's”

GENERAL

To work in other areas of the Trust as required.

To undertake any other duties which may be considered necessary.

The post holder is required to follow Trust policies and procedures which are regularly updated including:

Confidentiality / Data Protection / Freedom of Information

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 2018. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person, those staff will be liable to disciplinary action up to and including dismissal. Moreover, the Data Protection Act 2018 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Following the Freedom of Information Act (FOI) 2000, post holders must apply the Trust's FOI procedure if they receive a written request for information.

Information Governance

All staff must comply with information governance requirements. These includes statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

Equal Opportunities

Post holders must at all times fulfil their responsibilities with regard to the Trust's Equal Opportunities Policy and equality laws.

Health and Safety

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Trust's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAIs. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.

Flexible Working

As an organisation we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Sustainability

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers monitors and equipment when not in use, minimising water usage and reporting faults promptly.

Smoking Policy

The Trust is committed to providing a healthy and safe environment for staff, patients and visitors. Staff are therefore not permitted to smoke on Trust property or in Trust vehicles

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

As part of the physiotherapy department's commitment to meeting patient needs and delivering excellence we provide a 24hours, 7day service. It is therefore essential the post holder be able to work their hours flexibly and contribute fully to both existing and new rota's.

The Trust currently operates over two sites, Guy's Hospital and St Thomas' Hospital, and in the community. It is necessary for staff to be deployed on different sites at different times. Staffs are required to be able and willing to work on both sites. Staff may be required, from time to time, to serve in other units of the Trust at the discretion of the Director of Therapies.

May 2003

Updated January 2011 JH

Updated January 2017 JH

Updated October 2020 JH

Updated April 2023 JH