

**NHS Dumfries & Galloway
Job Description**

Job Title: Physiotherapy & Occupational Therapy Team Leader

Department(s): Community Hospitals Physiotherapy & Occupational Therapy Department

Job Holder Reference: AHP0150T

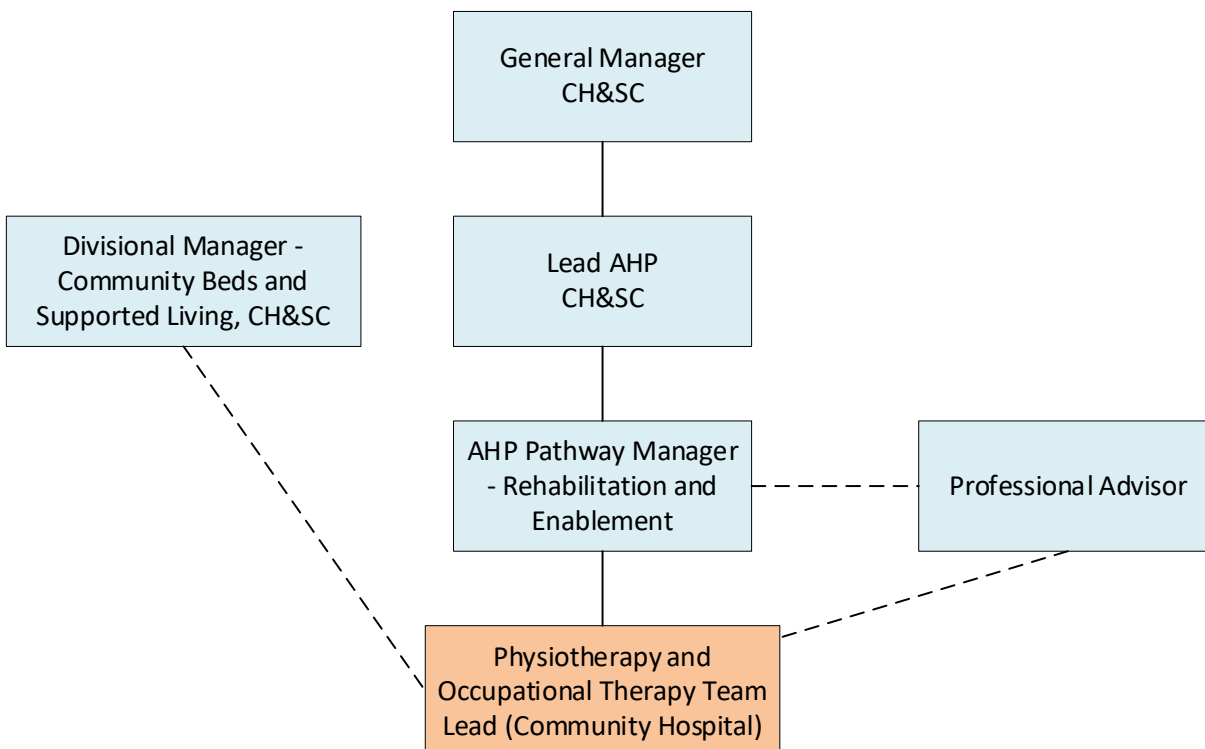
No. of Job Holders: 1

Job Purpose:

- To undertake a team leader role in the planning, co-ordination, delivery and evaluation of the Physiotherapy & Occupational Therapy service provided to a specified unit/clinical area
- To give highly specialist advice and support in the advanced assessment and treatment of patients within these units particularly in respect to those with complex conditions.

Organisational Position:

See attached Chart



Scope and Range:

- To deliver highly specialised Therapy as part of the Occupational Therapy or

Physiotherapy depending on profession and multi-disciplinary teams. To work as an autonomous practitioner.

- To take responsibility for Registered Therapists and Support staff in the team.
- To undertake operational service management, planning and development in conjunction with Rehabilitation and Enablement Pathway Manager. Linking with the Professional Advisors as required.
- To develop Clinical Governance Strategy for specialist area ensuring best practice and clinical effectiveness
- To deputise for Rehabilitation and Enablement Pathway Manager as required
- To assist Rehabilitation and Enablement Pathway Manager with recruitment as appropriate

Main Duties/Responsibilities:

- Undertake highly specialist assessment and treatment planning using expert clinical reasoning
- Carry out expert evidence based treatments and interventions for all patients including those with multiple pathologies and complex clinical presentations
- Manage own caseload including the use of appropriate clinical prioritisation skills
- Evaluate patient progress and modify treatment programmes as appropriate to ensure required outcome
- Lead team of Physiotherapy & Occupational Therapy staff within to ensure high quality service
- Take a lead role in respective multi-disciplinary teams to deliver efficient and effective patient care
- Provide support and guidance for all Physiotherapy & Occupational Therapists and support workers within unit/ clinical area. Contact appropriate professional advisor if professional support required.
- Assist Rehabilitation and Enablement Pathway Manager by working together as part of the overall Physiotherapy & Occupational Therapy team to deliver a high quality Therapy Service
- Provide immediate and planned advice, teaching and instruction to patients and carers as part of treatment episodes
- Maintain accurate and comprehensive treatment records in line with professional, organisational and legal requirements
- Collect statistical data as required by service and organisation
- Undertake clinical audit as required to inform service delivery and operational planning
- Take responsibility for own CPD by updating clinical skills as required by profession and service including organisation of regular in-service training and attendance at appropriate external educational events. Provide evidence that CPD is maintained
- Plan, co-ordinate and lead scheduled in-service training programmes per specialist unit/department
- Provide highly specialised advice and teaching to other members of healthcare workforce, volunteers and others in relation to the Physiotherapy or Occupational Therapy (dependent on profession) component of patient care to ensure an all-encompassing approach to rehabilitation
- Provide student clinical placements when required.

Systems and Equipment:

- To be responsible for the safe use and upkeep of all Physiotherapy & Occupational Therapy equipment
- To understand and apply the safe use of other patient care equipment including – specialist beds, hoists, stand aids, sliding sheets, wheel chairs etc.
- To have appropriate working knowledge of patient monitoring systems – SaO₂ monitors, critical care equipment etc.
- To be competent in the use of a range of electronic patient record keeping systems.
- To demonstrate a working knowledge of appropriate general and specialist software packages and use of intranet/internet technology

Decisions and Judgements:

- Work autonomously and independently making all clinical decisions in own specialist field
- To prioritise own caseload on a daily basis
- To accept, assess, plan, undertake, complete and/or discontinue Physiotherapy or Occupational Therapy (dependent on profession) interventions as per presenting clinical condition/status of all patients on an individual and holistic basis particularly for complex cases within the specialist units
- To trouble shoot and problem solve within specialist area regarding workload and staffing issues
- To supervise and support Physiotherapy & Occupational Therapy staff within unit/ clinical area.
- To identify appropriate workload for registered Physiotherapist & Occupational Therapists and support staff
- To deal with constantly changing situations – alarm systems, patient demands, access to patients and equipment
- To undertake continual risk assessment sometimes within areas where reducing risk to a desired level is difficult
- Seek advice from peer group when required

Communication and Relationships:

- Communicate effectively and appropriately with patients, family, carers, the public and all members of the extended health and social care team using a range of verbal, non-verbal, written and presentation skills as required
- Identify and modify the most appropriate communication method dependent on the requirements of person(s) being communicated with e.g. sensory impairment, disinterested, learning difficulties, language barriers etc.
- Reassure, support, encourage patients and carers as part of the rehabilitation, recuperation process
- Convey comprehensive detail of care/ treatment in a manner and at a rate which is appropriate for every individual emphasising and reiterating points as and when to ensure a full understanding
- Identify frequency of communication that is required to ensure an effective exchange of communication and care planning
- Explain role of Occupational Therapy or Physiotherapy to a range of people and clarify appropriateness or not of intervention and continuation/discontinuation of

treatment

- Encourage and motivate patients to maximise outcome
- Convey information in a particularly sensitive manner when it is contrary to patient, carer and family expectations and desires
- Liaise as required with external agencies regarding patient management
- Intervene on behalf of Physiotherapy or Occupational Therapy staff when the need arises in difficult and complicated situations
- Deal with verbal complaints
- Address Physiotherapy & Occupational Therapy performance issues within specialist unit
- Consult Reablement and Rehabilitation Pathway Manager and/or professional advisors for advice
- Network with Physiotherapy & Occupational Therapy colleagues and others to ensure clinical effectiveness

Physical Demands of the Job:

- Manual handling of patients on a daily basis. This can include very immobile, obese, unwilling patients and can be for long periods – often from lying to sitting, sitting to standing and back in one session
- Manual Physiotherapy & Occupational Therapy techniques on a daily basis which include transferring post-operative patients, demonstrating the use of assistive equipment
- Daily use of equipment – hoists, walking aids, specialist beds, ADL (activities of daily living) equipment etc. which require manipulation and dexterity and often manoeuvring within confined spaces
- Significant degree of walking, climbing stairs, standing and working within confined and awkward spaces on a daily basis

Most Challenging/Difficult Parts of the Job:

- High levels of concentration, re-evaluation of workload on a daily basis and actual interventions
- Flexibility required when supporting Therapy staff – change in planned workload
- Dealing with critically ill, deteriorating, demanding, un-co-operative patients and relatives
- Motivating patients to carry out therapy and advice to an optimum level to attain best outcome
- Working across a number of 'sites'/specialities in one day – in-patients, out patients, community visits etc
- Varying degrees of a multidisciplinary approach to patient care in different units and from different health care staff
- Prioritising own and service demands to ensure high quality patient care
- Daily exposure to bodily fluids
- Regular exposure to infective and high risk conditions

Person Specification

Essential	Desirable
Knowledge, Training and Experience	
<p>Degree or Diploma in Physiotherapy or Occupational Therapy HCPC Registration</p> <p>Mandatory Training as per organisational requirements e.g. Moving and Handling, CPR, Infection Control etc.</p> <p>Relevant post graduate training as agreed/identified through Appraisal and CPD/PDP</p> <p>Quality Improvement training/formal qualification ie ScIL, SCLIP, SIS</p>	<p>Member of Royal College of Occupational Therapists or Chartered Society of Physiotherapy</p>
Experience	
<p>Demonstrate ability to supervise and lead team of Physiotherapy & Occupational Therapy staff.</p> <p>Supervisory skills</p>	<p>Experience of practice education with Physiotherapy or Occupational Therapy students</p> <p>Additional relevant validated courses in specialist field</p>
Skills and Competencies	
<p>Demonstrate excellent interpersonal skills</p> <p>Demonstrate effective leadership skills</p> <p>Ability to work in collaboration with other members of multi-disciplinary team</p> <p>Ability to evaluate evidence based care and incorporate into practice</p> <p>Ability to maintain good judgement under pressure</p> <p>Ability to undertake audit and provide evidence of such</p> <p>Knowledge of appraisal systems</p>	<p>Competent IT skills</p> <p>Experience of multi-disciplinary education</p> <p>Knowledge of relevant research</p> <p>Car driver</p>