

**THE DOROTHY KERIN TRUST
JOB DESCRIPTION**

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| JOB TITLE | PHYSIOTHERAPY & HYDROTHERAPY TEAM LEADER |
| DEPARTMENT | Therapy Suite of Services |
| JOB PURPOSE | <p>To be responsible for the provision of physiotherapy and hydrotherapy services.</p> <p>To lead, line manage, motivate and support the physiotherapy and hydrotherapy services team, ensuring the provision of a professional, safe, effective and efficient service to patients and clients.</p> <p>To be responsible for managing own caseload of patients.</p> <p>To assist the Therapies Suite Lead to extend physiotherapy services including outreach.</p> <p>To prepare and deliver physiotherapy, hydrotherapy and reablement training for internal and external practitioners.</p> |
| REPORTS TO | Therapies Suite Lead |
| RESPONSIBLE FOR | Physiotherapy and Hydrotherapy team |
| KEY RELATIONSHIPS | Care and Reablement Lead, Co-ordination Hub Lead including Outpatients, Quality and Compliance Co-ordinator, Marketing Co-ordinator, Resident Chaplain and Wellbeing Activities Co-ordinator. |

KEY DUTIES AND RESPONSIBILITIES

Overview

Manage day-to-day running of department and development of physiotherapy and hydrotherapy services. Be responsible as an autonomous practitioner for undertaking a significant specialist clinical workload; taking a lead role in the advanced physiotherapy assessment, diagnosis and treatment of patients, especially patients with complex and/or chronic presentations.

Clinical

- Independently assess, clinically reason and provide a clinical diagnosis for individual patients to determine their need for physiotherapy intervention, especially in relation to complex cases.
- Plan, implement, evaluate, treat and progress patient care to maximise rehabilitation potential, specialising in the more complex cases.
- Manage caseload of patients effectively and efficiently, usually undertaking the more complex cases.
- Oversee the development, implementation and maintenance of appropriate clinical guidelines in order to ensure clinical effectiveness to optimise patient care and outcomes.
- Ensure that all practice within the department is carried out within the Burrswood ethos of whole

person care.

- Ensure that all record-keeping in the department is accurate and timely in accordance with CSP guidelines.
- Liaise with other senior members of the inter-disciplinary team as necessary regarding complex patient care situations.
- Ensure that all CQC regulations and standards and NICE guidelines are followed.
- Establish a system of audit for the department.

Own practice

- Be aware of, and comply with, the core standards of The Chartered Society of Physiotherapy and fulfil the requirements of HCPC.
- Ensure that own practice is in line with current and best practice physiotherapy developments, undertaking any training and development activities as necessary.
- Attend all mandatory training.

Service Development

- Develop and improve service provision in order to maximise patient care, outcomes and financial sustainability.
- Keep the effectiveness, efficiency and appropriateness of physiotherapy and hydrotherapy services under review in order to ensure high standards of service delivery and outcomes.
- Ensure that all physiotherapy resources are fully utilised in order to maximise service provision.
- Represent Burrswood externally.

Budget and Resources

- Agree and manage the annual budget for physiotherapy and hydrotherapy.
- Allocate physiotherapy and hydrotherapy staff and resources on a daily basis to ensure a professional and efficient service, being aware of patient care needs at all times.
- Ensure that all physiotherapy and hydrotherapy equipment and utilities needed for the department are made available in a timely and safe manner and within budget.
- Work with the HR department to ensure appropriate staffing levels and resources within the team, playing an active part in the recruitment process.
- Ensure correct level of staffing in the physiotherapy and hydrotherapy department, including self as necessary.
- Take part in evening and weekend work as necessary to ensure cover.

Staff development

- Co-ordinate and support physiotherapy and hydrotherapy clinical education and clinical development.
- Lead the team in contributing to and challenging clinical reasoning skills within the physiotherapy and hydrotherapy team to progress and optimise available clinical care.
- Ensure opportunities are made available for all team members to develop clinical skills and knowledge.
- Ensure all required and mandatory training is carried out.
- Oversee and facilitate opportunities for the relevant education of and training with other members of the inter-disciplinary care team.
- Oversee the clinical training of undergraduate and postgraduate physiotherapy students as required.
- Ensure that all physiotherapists receive regular and appropriate CPD in accordance with CSP guidelines.
- Carry out regular staff appraisals and ensure that all physiotherapy and hydrotherapy team members have a personal development plan.
- Encourage and support team members to develop their own competence in using different

physiotherapy and hydrotherapy interventions designed to promote patients' health and wellbeing.

General

- Attend and participate in monthly Operations Team management meetings.
- Ensure that statistical data for the physiotherapy and hydrotherapy department is collected, analysed and provided as required.
- Establish and maintain policies and procedures for the department.
- Manage annual leave records for the department.

Health and Safety

- Take responsibility for all aspects of health and safety within the department and ensure that all hydrotherapy pool emergency procedures are completed regularly by all members of the team.
- Be responsible for ensuring that all staff are trained in pool evacuation.
- Be particularly familiar with the health and safety requirements within the pool area and be able to participate in an emergency evacuation procedure should this be necessary.
- Attend regular pool evacuation training.
- Undertake regular risk assessments.

OTHER

- The Job Description is intended to provide a broad outline of the role. The job holder may be required to carry out other duties as the role develops or to provide cover for colleagues where appropriate. In certain circumstances the nature of the job may be changed due to new working practices. The job holder will be expected to accept any necessary training that results and to take on the changes requested.
- It is essential that the job holder reads the Health & Safety Policy as laid down by the Trust and is responsible for being fully conversant with those aspects of the "Health & Safety at Work" Manual which are appropriate to their particular department.
- It is a requirement of the Trust that all employees undertake all mandatory training specified for their role.
- All key tasks are to be carried out to the standard required by current legislation, and in accordance with any changes in legislation that may ensue in the future.

ADDITIONAL INFORMATION

Salary £34,000 to £38,000 per annum

Hours of Work 37.5 hours per week

Holiday 5.6 weeks per calendar year including 8 bank and public holidays (pro rata for part-time working). The holiday year runs from 1 February to 31 January. An additional one day of holiday will be awarded following 5 years continuous service (pro rata for part-time working).

Pension Scheme The Trust operates a contributory Qualifying Workplace Pension Scheme.

Meals Provided while on duty.

Uniform You are required to wear a uniform tunic or polo shirt whilst on duty and this will be provided by the Trust. You must provide your own black or navy blue trousers. Whilst carrying out duties in the Hydrotherapy pool you are required to wear a black swimming costume/swimming shorts. Any uniform items provided by the Trust remain the property of the Trust.

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| Probationary Period | 3 months |
| Notice Period | 1 week on either side during probationary period. Three months on either side following successful completion of probationary period. |

| Person Specification | | |
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| Attributes | Essential | Desirable |
| Qualifications | <p>State registered Physiotherapist.</p> <p>Registration with the Health and Care Professionals Council and Member of the Chartered Society of Physiotherapists.</p> | <p>Post graduate training MSc.</p> <p>Qualification in clinical supervision.</p> |
| Work related Knowledge and Experience | <p>Team leader experience.</p> <p>A minimum of 2 years' experience working at a senior level in a variety of settings, including hydrotherapy and neuro rehabilitation.</p> <p>An advanced understanding of clinical reasoning, assessment and treatment skills within inpatient and outpatient setting.</p> <p>Experience of developing or participating in clinical audit.</p> <p>Skilled in assessment and treatment of clients with complex needs.</p> <p>Experience in both a 1:1 and group-work setting</p> <p>Able to work flexibly and use a high standard of prioritisation skills to meet service demand.</p> <p>Experience of liaison with external stakeholders.</p> <p>Excellent interpersonal skills – communication, negotiation. Demonstrate empathy with patients, carers and families where barriers to understanding may exist ensuring that effective communication is achieved to persuade and motivate participation in therapeutic activities.</p> <p>Practical, organisational skills and effective time management.</p> <p>Know personal limits and be able to work under supervision seeking advice and support as required.</p> | <p>Experience of working in back, pain clinics.</p> |

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| | <p>IT literate – ability to use Microsoft packages and Outlook and willingness to learn online patient and staff systems in house.</p> <p>Evidence of relevant CPD</p> | |
| <p>Personal Qualities</p> | <p>Flexible, punctual and reliable.</p> <p>Self-motivated, enthusiastic and confident.</p> <p>Ability to demonstrate discretion, empathy, sensitivity and tact.</p> <p>Be willing and able to develop own knowledge and skills and to contribute to the development of others, using research based evidence, best practice etc.</p> <p>Ability to problem solve in complex conditions.</p> <p>Ability to lead and motivate others.</p> <p>Ability to organise, prioritise and delegate.</p> <p>Ability to work within a multi-disciplinary team and set team goals.</p> | <p>Sense of humour.</p> |

It is essential that all applicants respect the Commission, Mission, Approach and Values of the Trust as shown on the application form.