



JOB DETAILS:

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| Job Title | Clinical Specialist Physiotherapist – Respiratory Care |
| Pay Band | 7 |
| Hours of Work and Nature of Contract | 30 hours – Permanent |
| Division/Directorate | Therapies |
| Department | Physiotherapy |
| Base | Dewi Sant Hospital |

ORGANISATIONAL ARRANGEMENTS:

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|--------------------------------|-------------------------------|
| Managerially Accountable to: | Head of Physiotherapy Service |
| Reports to: Name Line Manager | Physiotherapy Clinical Lead |
| Professionally Responsible to: | Physiotherapy Clinical Lead |

MAE EIN
GWERTHOEDD
YN EIN HELPU
NI I FOD AR
EIN GORAU

OUR VALUES
HELP US BE AT
OUR BEST

RYDYN NI'N
GWRANDO,
YN DYSGU
AC YN GWELLA

WE LISTEN,
LEARN AND
IMPROVE

RYDYN NI'N
TRIN PAWB
A PHARCH

WE TREAT
EVERYONE
WITH RESPECT

RYDYN NI I GYD
YN CYDWEITHIO
FEL UN TIM

WE ALL WORK
TOGETHER
AS ONE TEAM

Our values and behaviours are fundamental to the way we do things at Cwm Taf Morgannwg University Health Board. They are everything we stand for and aspire to. That includes the way we behave, how we perform our roles and the way we recruit new talent. We look forward to exploring how your values align with ours. This is how we work:

We listen, learn and improve
We treat everyone with respect

To find out more about our values, visit: <https://cwmtafmorgannwg.wales/we-are-cwm-taf-morgannwg/>

Job Summary/Job Purpose:

- To act as an autonomous practitioner providing expert assessment in the field of Adult Respiratory Physiotherapy.
- To use highly specialised, advanced clinical reasoning skills to determine a differential diagnosis.
- To deliver advanced treatment techniques and advice to patients (and their carers) with highly complex Respiratory presentations.
- To independently manage their own daily complex caseload as part of a multidisciplinary team, triaging patient's to reduce the impact on waiting lists; ensuring that patients are seen by the most appropriate healthcare professional.
- To be responsible for the effective treatment and management of adults accessing a respiratory services in a variety of acute, community and domiciliary settings, including assessment, care planning and rehabilitation.
- To take a lead role in the post-graduate education of physiotherapy colleagues and other professions.
- Imparting knowledge and skills, guiding further knowledge acquisition and acting as a mentor.
- To undertake relevant research/audit within Respiratory Physiotherapy Service, developing an advanced practice portfolio and implementing best practice in line with National Guidelines.

Organisational Chart



DUTIES/RESPONSIBILITIES:

- To manage own daily highly specialist/expert complex caseload as an autonomous practitioner.
- To act as a highly specialist clinical resource, disseminating expert information to physiotherapy colleagues, the general public and other health care professionals, in Primary, Secondary care, Domiciliary and Educational settings.
- To undertake triage and highly complex assessments, using advanced levels of clinical reasoning to arrive at a differential diagnosis independently.
- To provide direct advice for management and/or deliver highly specialised Respiratory/medical interventions & rehabilitation and refer appropriate patients for further assessment/interventions to relevant health or social service professionals (e.g. community hospitals, social workers, third sector, medical, nursing or allied health professionals in the community) and to maintain records as an autonomous practitioner.
- To be responsible for referral for diagnostic investigations, and or recommendation for specific medical or therapy intervention e.g. cough assist.
- To be responsible for implementing change within own practice and influencing and monitoring standards of physiotherapy practice within the team.
- To be responsible for linking with relevant respiratory consultant clinics as an expert resource.
- The post holder will be expected to assist in covering the work of absent colleagues as required by the Line Manager.
- To work strategically and operationally with the Respiratory Clinical Lead in ensuring that clinical policies, procedures and guidelines meet the needs of the Physiotherapy service
- The post holder will decide and be responsible for the allocation, and safe use, of resources in relation to individual patient care, e.g. physical equipment such as Cough assist, or delegation of work to junior Physiotherapy staff and Physiotherapy HCSWs.
- In conjunction with the Clinical Lead to be responsible and delegate work to the Administrative Team.
- Uses highly advanced analytical skills to determine the appropriate course of action for each individual patient, signposting to the appropriate pathway. This may include advice, referral onwards.
- The post holder will decide and be responsible for the allocation, and safe use, of resources in relation to individual patient care, e.g. physical equipment such as surgical appliances or invasive procedures such as injection therapy.

Communication

- Communicates effectively and works collaboratively with colleagues of all professions, to ensure delivery of a co-ordinated multi-disciplinary service to the patient.
- Communicates daily and in collaboration with Consultant surgeons, General Practitioners, Nursing and other AHP colleagues.

- Demonstrates highly advanced communication skills using a wide range of verbal and non-verbal communication tools. This will include patients/carers who may have difficulties in understanding or communicating e.g. in distress/pain, not have English as their first language, or other communication impairments.
- Uses a range of communication tools e.g. IT tools, presentation skills for training and teaching purposes.

Tasks

- Manages their own complex caseload efficiently and effectively, balancing other patient related and professional demands to meet departmental and organisational priorities.
- On a daily basis take a major role in the advanced assessment of highly complex patients. To independently refer for clinical investigations eg radiology and use advanced clinical reasoning skills to link results to determining clinical diagnosis.
- Uses highly advanced analytical skills to determine the appropriate course of action for each individual patient, signposting to the appropriate pathway. This may include advice, developing a care package to be delivered by others, referral onwards or direct physiotherapy.
- Determines patient/carer understanding of multiple treatment proposals and produce plans in conjunction with the patient/carer. This will include the ability to gain valid informed consent and work within a legal framework with patients who lack the capacity to consent to treatment.
- Takes a lead role in the education of post-graduate physiotherapy colleagues and other professions. Imparting knowledge and skills, guiding further knowledge acquisition and acting as a mentor.
- Regularly undertakes research/audit within the Respiratory Physiotherapy service, developing an advanced practice portfolio and implementing best practice in line with National Guidelines.
- Uses electronic systems to enable the accurate collection, interpretation and analysis of data.
- Maintains and stores patient records and information in line with Health Board policy.
- Participates in regular reviews of the service in collaboration with the line manager; and modifies/develops policies, procedures, guidelines and protocols to enable service improvement.
- Influences and implements change within own practice; monitors standards of practice within the service.
- Represents the Respiratory Physiotherapy to service users and other stakeholders when required.

PERSON SPECIFICATION

The knowledge to be measured in the minimum needed to carry out the full duties of the job to the required standards. Qualifications should be used to provide an indicator of the level of knowledge required. Training and experience is also a means of acquiring the knowledge required for a job such as on-the-job training, short courses and experience to an equivalent level of knowledge which should be specified.

NOTE: Please do not use the number of years experience as this is potentially discriminatory and these will be returned. It is essential that managers concentrate on the sorts of skills and qualities needed to fulfil the duties of the post.

| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|--|---|---|--|
| Qualifications and/or Knowledge | Degree/Diploma in Physiotherapy. HCPC Registration. MSc or equivalent level of specialist knowledge and experience. Evidence of relevant, specialised post graduate courses/CPD. Knowledge of appropriate clinical guidelines – Local and National. | Teaching qualification. Independent prescribing. | Application form. Evidence of qualifications. CPD portfolio. |
| Experience | Extensive post-graduate clinical experience in Acute Respiratory Physiotherapy at band 6 level. Experience of audit/ research (clinical and organisational). Experience of formal and informal teaching. Experience of working within healthcare systems. Extensive experience of highly technical physical Respiratory therapy skills. | Experience of working alongside Respiratory Consultants or similar. Experience of teaching at post graduate level. | Application form. Interview. References. |
| Aptitude and Abilities Skills | Excellent communication skills (verbal, nonverbal and written). Ability to use highly specialised clinical reasoning skills to determine differential diagnosis, independent of other | The ability to speak or learn Welsh to a satisfactory level. | Interview. Application form. References. |

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| | <p>Practitioners, in an expert area of practice.</p> <p>Advanced assessment skills.</p> <p>The physical ability to perform and cope with all aspects of manual handling, equipment and advanced manual treatment techniques.</p> <p>Ability to work efficiently and effectively within a team environment.</p> <p>Coaching/mentoring/ presentation/instructing/ class taking skills.</p> <p>Good IT skills.</p> | | Occupational Health Questionnaire. |
| Personal Qualities | <p>Self motivated and capable of motivating others.</p> <p>Able to set priorities and deliver against targets.</p> <p>Ability to work collaboratively within the multi-disciplinary team.</p> | | <p>Application Form.</p> <p>Interview.</p> <p>References.</p> |
| Circumstances | <p>Ability to carry out full range of duties (including travel between the various hospital, community and domiciliary settings) in a timely manner.</p> <p>Flexible approach to work.</p> | | <p>Application form.</p> <p>Interview.</p> |
| Other | Enhanced DBS Check | | |

GENERAL REQUIREMENTS

Include those relevant to the post 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 Healthcare 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.
- **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.
- **Welsh Language:** In line with Welsh Language legislation and in compliance with the Welsh Standards, the health board must actively seek to employ staff with Welsh language skills to meet the needs of the Welsh speaking public. Please click [here](#) to assess whether a post requires staff to speak Welsh. Alternatively, prospective employees should be encouraged to learn Welsh to a satisfactory level if Welsh skills are deemed necessary to the job requirements. For further information on Welsh language skills requirements, please contact the health board's [Welsh Language Unit](#).

- **Confidentiality of Information:** 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. 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 Data Protection Act 1998 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 (Data Protection Act) and the HB Disciplinary Policy.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB 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 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 without bias. 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.
- **Safeguarding Children and Vulnerable Adults:** The organisation is committed to safeguarding children and vulnerable adults. All staff must therefore attend Safeguarding Children training and be aware of their responsibility under the Adult Protection Policy.
- **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 Infection Prevention & Control Policies and Procedures.
- **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 Standard Disclosure Check as part of the Trust's pre-employment check procedure.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Signed: (Post Holder) _____ Date: _____

Signed: (Directorate Manager) _____ Date: _____

Signed: (Divisional Manager) _____ Date: _____

Date Job Description compiled: _____

Date for Review: _____

Supplementary Job Description Information**Physical Effort**

| Examples of Typical effort(s) | How often per day / week / month | For how long? | Additional Comments |
|---|---|------------------------|----------------------------|
| Manoeuvring patients and facilitating movement, whilst carrying out assessments and treatment. | Daily | Frequent short periods | |
| Working with patients, often with a high level of disability, dependency and obesity within restricted spaces. | Daily | Frequent short periods | |
| Transporting equipment to and from departments / community venues and sports halls/ within a domicillary setting and placing/rearranging furniture/equipment to maintain patients and staff safety and comfort. | Daily | Frequent short periods | |

Mental Effort

| Examples of Typical effort(s) | How often per day / week / month? | For how long? | Additional Comments |
|--|-----------------------------------|-----------------------|---------------------|
| Reading/analysing research/ service related data referrals and patient related records, assessing patients, writing up patient notes and inputting data. | Daily | Frequent long periods | |
| Responding to patient/carer/other healthcare professional enquiries. | Daily | Frequent long periods | |
| Preparing teaching materials for patient education sessions and for the training of healthcare professionals. | Daily | Frequent long periods | |

Emotional Effort

| Examples of Typical effort(s) | How often per week / month? | For how long? | Additional Comments |
|---|-----------------------------|---------------|---------------------|
| Dealing with members of the public who may be demanding or verbally aggressive. | Several times per week | Short periods | |
| Exposure to distressing information. | Occasional | Occasional | |

Working Conditions

| Examples of Typical Conditions | How often per week / month? | For how long? | Additional Comments |
|--------------------------------|-----------------------------|---------------|---------------------|
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CAJE Reference RYL/2021/0310 Updated 20.05.2022 (copy of RYL/2016/0107)

Clinical Specialist Physiotherapist – Acute Respiratory Care

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| Frequent use of VDU and Computer equipment. | Several times per day | Sustained periods | |
| The job involves frequent exposure to unpleasant working conditions on a regular (daily) basis e.g. bodily fluid including sputum, vomit, blood, urine, faeces, fleas, lice, odours and occasional exposure to verbal and physical abuse | Daily | Short periods | |
| Frequent travel between settings when providing care in community settings | Daily | Short periods | |