

##### JOB DESCRIPTION

##### JOB TITLE: Advanced Practice Physiotherapist

**RESPONSIBLE TO: Clinical Director**

**ACCOUNTABLE TO: Secondary Care Lead CATS and Diagnostics**

## **JOB SUMMARY:**

To manage a case load of patients with varying diagnosis and/or highly complex needs, using evidence based/patient centred principles to assess, plan, implement and evaluate interventions in a defined clinical area. To work closely with the Clinical Director to support a team of physiotherapists and AHP’s including supporting and co-ordinating clinical education within the service. To act as a source of expertise in the management of the service and provide an advisory service to patients and other healthcare professionals, GP’s and Consultants

### Principal Duties and Responsibilities

**Clinical**

* To triage, assess, diagnose and manage patients referred to the service from GPs, Consultants and other AHP’s and arrange investigations and organise onward referral where appropriate
* To treat and manage patients appropriately within a range of options including referring for diagnostics, referring patients onto a consultant for an expert medical opinion, referring patients to physiotherapy, podiatry, surgical appliances and any other community and secondary care services.
* To undertake highly specialised assessment of routine and highly complex patients presenting with spinal, peripheral and chronic pain problems using advanced management and treatment plans utilising a range of specialist treatments.
* To interpret and analyse tests and investigations to form accurate diagnosis and prognosis for a wide range of specialist treatments
* To recommend the evidence based/best practise intervention for routine, complex and some highly complex conditions. This may include direct referral to Secondary care consultants or allied health professionals and specialist investigations or the decision that no further treatment is required
* To determine clinical indication and independently request specific diagnostic investigations e.g. X-ray, MRI, US, nerve conduction tests. To follow up on the results with patients and arrange further management as necessary
* To determine and set agreed and realistic outcomes with patients to achieve anticipated outcome of treatment
* To independently triage patients into the service referred by GPs, Consultants and AHPs.
* To perform steroid injections as appropriate

**Management**

* To manage a caseload of patients with varying diagnosis and/or complex needs, using evidence based/patients centred principles to assess, plan, implement and evaluate in a defined area.
* To hold responsibility for own caseload working without direct supervision. Supervision taking the form of regular formal training and clinical reasoning sessions, peer review, case conferences. Access to advice and support from Clinical Director, APPs, GPwER and externally by local Consultants Surgeon To be professionally accountable and responsible for own work; to maintain a high standard of clinical care for patients in accordance with recognised standards, guidelines or best practise
* To induct and mentor physiotherapists and AHPs and to ensure competencies are completed in a timely fashion
* To work within the CSP and Practice Plus Group guidelines to maintain knowledge of national and local standards and monitor own and colleagues’ safe and competent practise.

**Communication**

* To effectively communicate and negotiate appropriate solutions to potentially complex problems and provide clear balanced explanations to patients, carers and other professionals e.g. GP’s, Consultants, AHPs
* To be responsible and accountable for the maintaining accurate and comprehensive patient treatment records in line with professional and legal requirements.
* To use a range of verbal and non-verbal tools to communicate effectively with patients in order to progress rehabilitation and treatment programmes. This will include patients who may have difficulties in understanding or communicating

**Education**

* To be responsible for maintaining own competency to practice through undertaking appropriate CPD
* To maintain membership of and participate in Special Interest Groups as appropriate.
* To demonstrate a highly skilled knowledge, understanding and ability to apply new research evidence and established theory into clinical practise across specialties of physiotherapy and orthopaedic medicine
* To contribute to the development and improvement of service guidelines and protocols To guide and advise less senior members of the team on patient management

**General**

* To provide advice to patient’s relatives, carers and other AHPs to promote understanding of the aims of the care pathway
* Assess patient understanding of assessment/treatment proposals to gain valid consent and have the capacity to work within the legal framework with patients who lack capacity to connect to treatment
* To demonstrate a sound undertaking of clinical governance and to demonstrate the use of treatment plans with an evidence-based link.
* To demonstrate physical ability to carry out physiotherapy assessment and interventions, including highly developed manual physiotherapy techniques and therapeutic handling
* To participate as required in appropriate work-related research/evaluation projects
* To assist in the management of all Complaints, Incidents and Near Misses.
* To be aware of the boundaries of own extended scope of practise and to manage the associated clinical risk effectively at all times
* To provide comprehensive progress and discharge reports to GP’s, consultants and patients
* To contribute to the induction of new staff into their clinical area
* To ensure safe practice through checking the standard of new starters documentation, assessment, treatment skills and competences with medical devices.
* To contribute to the evaluation of the service through research and audit. To implement appropriate change in clinical practice and service as required and continue the audit cycle to monitor change.
* To ensure that all relevant Key Performance Indicators are continually achieved including taking effective action and involving other colleagues where appropriate.

**Non-Medical prescribing (if applicable)**

* Non-medical prescribers (NMPs) must have successfully completed an accredited non-medical prescribing course and have an annotation signifying their non-medical prescribing status on their professional register entry. NMPs are individually and professionally accountable to their professional regulator and must always act in accordance with their professional code of practice/standards.
* NMPs must maintain prescribing practice within area of competence and develop new areas of competence as necessary and according to local service needs.
* Be able to prescribe whilst working as an NMP in First Contact Practitioner (FCP) role, where needed and following agreement from the GP practice to provide supervision and support for this.

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| **Person Specification – Advanced Practice Physiotherapist** | | |
| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| Qualifications | * Degree/Diploma in Physiotherapy. * Registered with the Health Professions Council. * Have attained some modules at the level of Master Degree or working towards full MSc or similar * Recognised/ validated Orthopaedic musculoskeletal postgraduate training. * Relevant evidence of CPD * Injection therapy qualification | * Qualified at the level of Master Degree in the field of orthopaedic or musculoskeletal management |
| Experience | * Excellent knowledge in the relevant clinical area * Experience of ordering and interpreting medical investigations such as MRI, X-ray and Blood tests * Experience of Quality and Audit and how to implement change. * Experience of working in an autonomous role * Clinical Supervision skills and experience | 1. Previous experience of triage 2. Understanding of strategic and political issues affecting the Independent Sector |
| **Skills and Knowledge** | * Must hold a valid Driver’s licence. * Be able to travel between all locations even though you may be based in one region. * Up to date with effective orthopaedic and MSK practice and research and related fields of practice * Critical appraisal of clinical evidence and evidence-based practice * Understanding of scope of practice issues and legal accountability and responsibilities * Computer literate and willingness to incorporate IT into daily practice. * Ability to justify clinical decisions with Consultants, GPwSI’s, Physiotherapists and GPs * Independent and unsupervised advanced decision-making and problem solving skills * Ability to understand the limitations of one’s role and know when to seek a second opinion. * Drive for excellence and innovative practise |  |
| Other Factors | * Able to work collaboratively within the team  1. Diplomacy, resilience and robustness to work within an evolving new clinical role and service  * Promoting the service will be a crucial element of this role. Able to provide advice and information in a polite and courteous manner. * Ability to complete tasks to deadlines and to a specified standard. * Ability to be flexible in approach to work. * Fit to undertake the role. * Ability to carry out moving of equipment |  |

**Additional Information:**

**Appraisal**

Practice Plus Group operates a system of individual performance review/appraisal for the purpose of agreeing performance objectives and discussing development needs in line with requirements of service need in the operational plan.

**Clinical Governance**

To have responsibility for a commitment to maintaining a high quality service to patients by continual development of practice in the light of research evidence and by audit, based against clinical relevant standards.

**Code of Conduct for Professional Group**

All members of staff are required to work in accordance with their professional group’s code of conduct (e.g. NMC, GMC, HPC).

This job description is intended as a basic guide to the scope and responsibilities of the post and is not exhaustive. It will be subject to regular review and amendment as necessary in consultation with the post holder.

**Confidentiality**

The post holder is required not to disclose such information, particularly that relating to patients and staff. All employees are subject to the Data Protection Act 1998 and must not only maintain strict confidentiality in respect of patient and staff records, but the accuracy and integrity of the information contained within. The post holder must not at any time use personal data held by Practice Plus Group for any unauthorised purpose or disclosure such as data to a third party. You must not make any disclosure to any unauthorised person or use any confidential information relating to the business affairs of Practice Plus Group, unless expressly authorised to do so by Practice Plus Group.

**Conflict of Interests**

You may not without the consent of Practice Plus Group engage in any outside employment and in accordance with Practice Plus Group Conflict of Interest Policy you must declare to your manager all private interests, which could potentially result in personal gain as a consequence of your employment position in Care UK. Interests that might appear to be in conflict should also be declared.

**Criminal Records Bureau**

It is a requirement of this position that a Criminal Records Bureau disclosure at the enhanced level is undertaken.

**Data Protection**

The postholder must at all times respect the confidentiality of information in line with the requirements of the Data Protection Act. This includes, if required to do so, obtain, process and/or use information held on a computer in a fair and lawful way, to hold data only for the specified registered purposes and to use or disclose data only to authorized persons or organizations as instructed.

**Education and Training**

Personal continuing professional development is encouraged and an annual appraisal system is in place to discuss CPD and ongoing objectives.

**Equal Opportunities**

The post holder is required at all times to carry out responsibilities with due regard to Practice Plus Group Equal Opportunities Policy and to ensure that staff receive equal treatment throughout their employment with Practice Plus Group.

**Health and Safety**

As an employee of Practice Plus Group, the postholder has a duty under the Health and Safety at Work Act 1974, to:-

Take reasonable care of the health and safety of themselves and all other persons who may be affected by their acts or omissions at work.

Co-operate with their employer to ensure compliance with Health and Safety legislation and the Health and Safety policies and procedures of the treatment centre, not intentionally or recklessly interfere with, or misuse, anything provided in the interests of health, safety, or welfare, in pursuance of any of the relevant statutory provisions.

**Risk Management**

All members of staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and when requested to, co-operate with any investigation undertaken.

This list of duties and responsibilities is by not exhaustive and the post holder may be required to

**This job description is subject to regular review and appropriate modification.**

**I confirm I have read and understand this Job Description**

**Name of Postholder: ……………………………………**

**Signature: …………………………………...**

**Date: …………………………………...**