Mater Misericordiae University Hospital
Dublin

Mater Frailty Intervention Team (FIT)
Clinical Specialist Physiotherapist

Job Description & Person Specification

Job Title / Grade:

Clinical Specialist Physiotherapist, FIT

Department / Directorate:

Physiotherapy Department/ Health & Social Care Professions Directorate

Location:

MMUH *(May be required to work in other sites)*

Reporting Relationship:

Physiotherapy Manager (in charge 3)

Responsible to:

Physiotherapy Manager (in charge 3) and Physiotherapy Operations Manager (in charge 1)

JOB DESCRIPTION

Job Purpose:

- To be co-lead for the design, co-ordination and delivery of an effective and efficient inter-disciplinary Frailty Intervention team (FIT) in the Mater Misericordiae University Hospital (MMUH).
- To develop, manage, organise, and co-ordinate the physiotherapy service as part of the multi-disciplinary team (MDT).
- To be an integral member of the Mater FIT and to develop close collaborative working relationships with key stakeholders.
- To provide physiotherapy leadership within the MDT and to the Physiotherapy Department.
- To identify, assess and provide early intervention to frail older adults presenting to the Emergency Department (ED) as part of the MDT in accordance with the mission, values and strategic plan of the organisation.
- To carry out Comprehensive Geriatric Assessments (CGA) in the ED and develop interventions based on the needs of patients.
- To act as senior decision-maker, with regards to further investigations, MDT interventions, use of alternative care pathways, admission avoidances and need for hospital admission, as appropriate.
- To work in an advisory capacity and as a central resource to therapy, medical directorates, regional or national agencies, as required.
- To undertake and facilitate relevant research in the clinical area, in line with hospital policies and to present and publish research outcomes.

KEY RESPONSIBILITIES

Job Summary

- To provide leadership and operational management for development of the service and of the team.

- To lead on service development, using evidence based practice, audit, lean methodology, quality improvement tools, risk assessment and implementation of change as appropriate.

- To lead on development and education of the physiotherapy team and support education, training of staff, students and that of the wider MDT.

- To complement existing frailty services in MMUH, to provide full MDT early identification, assessment and intervention of frailty to prevent unnecessary hospital admissions, to reduce patient experience times, to provide early intervention, to reduce overall harm and length of stay (LOS) while improving the experience of patients and their families/carers.

Clinical - Patient care

- To identify frail patients in the ED/acute floor and to provide timely assessment and treatment, in liaison with the MDT and ED staff.
- To carry out CGA and other clinical assessments, as part of Mater FIT.
- To develop an ethos of every hour counts in the ED/acute floor of MMUH.
- To be highly competent in assessing & treating a wide range of clinical presentations relevant to a frail older population.
- To interpret and analyse clinical presentations to form accurate diagnoses and prognoses in a wide variety of complex conditions to recommend the best course of intervention and develop comprehensive management and onward plans.
- To use specialist knowledge in referral to other health professionals and to make recommendations regarding intervention requirements & need for hospital admission or avoidance, where appropriate.
- To ensure appropriate pathways of care are developed and utilised for patients who are assessed by FIT.
- To develop appropriate discharge pathways for patients who do not require acute hospital admission.
- To lead on discharge planning, liaising with staff, patients, their family/carers and community teams to ensure a smooth transition of care from hospital to usual place of residence.
- To alternate the team leader role within FIT team, providing leadership and direction to the FIT team activities.
- To manage clinical risk within own caseload and that of designated team at all times.
- To ensure that a high standard of clinical practice and care is maintained for patients , through ongoing competency assessment and evaluation of treatment outcomes
- To demonstrate sound understanding of clinical governance and to utilise evidence based treatments and interventions.
- Act as a resource providing specialist advice to staff, other healthcare professionals, patients and their families
- Observe confidentiality requirements: In the course of their employment the post holder will have access to information regarding the personal affairs of patients or staff. Such information is strictly confidential. Unless acting on the instruction of an authorised officer, on no account must information concerning patients, staff or health service business be divulged or discussed except in the performance of normal duty. In addition, records must never be left in such a manner that unauthorised persons can obtain access to them. Records must be stored in safe custody when no longer in use
- Comply with GDPR requirements

Service Development

- To develop and administer the highest quality of service by identifying and implementing operational policies and procedures in line with best practice standards.
- Develop strategic and service goals for the FIT service, in collaboration with the MDT and physiotherapy management as well as other stakeholders.

- To monitor and evaluate service effectiveness using best evidence and outcome measures and initiate service improvements accordingly in conjunction with the physiotherapy manager.
- To keep abreast of new developments (e.g. clinical care programmes, healthcare policy, best practice guidelines), skills, and technology to ensure continuing competence in the post.
- To enhance own skills in order to initiate and respond to changes in the work environment e.g. data analysis, report writing, clinical audit, risk assessment, business case development and research.
- To analyse service demands and develop the FIT with other HSCP members in line with evolving requirements including extended working hours, and to be able to evaluate the effects and impact of current working practices.
- To assess and improve service quality by regular review, evaluation and bench-marking against available standards / comparable sites.
- To propose and implement changes to service in line with new developments/evidence in conjunction with the physiotherapy manager and FIT Senior Physiotherapist.
- To advise on and implement future models of care, exploring advanced practice working models and alternative working patterns in line with patient and service need.
- To take responsibility for the development and implementation of policies, guidelines and protocols within the area of clinical practice, including both local and national policies / guidelines, where applicable.
- Produce regular service reports and analysis and service improvements.

Management

Physical resources

- To co-operate with the physiotherapy manager in the control of expenditure and the management of departmental budgets, including a planned programme for replacing capital equipment.
- To ensure competent use of all equipment used in the clinical area, ensuring designated staff gain competency prior to use.
- Ensure that faulty equipment is immediately removed from the treatment area and restored to safe use as promptly as possible.
- To ensure that all complaints, accidents and near misses are reported to the physiotherapy manager as soon as possible and documented accordingly.
- To attend mandatory training and to ensure designated staff attends required training.

Human resources

- To lead by example a professional, dedicated and punctual team.
- To be responsible for daily management, supervision and co-ordination of designated team, including staff appraisal, performance management, informal grievance and act as a panel member in staff recruitment.
- To facilitate & support arrangements in the area for educating and supervising undergraduates and postgraduates.

- To identify the clinical training needs, and to provide CPD and specialist training to peers, senior, staff grade and assistant staff working within the service.
- To participate in the development and delivery of interdisciplinary training and education.
- To participate in the annual staff development and review system.

Planning and Organisation

- To plan and organise own time and lead on organisation of team caseload to include patient care, meetings, supervision and training.
- To be responsible for the day to day operational management of the physiotherapy service to patients in the clinical area, working alongside other established teams.
- To ensure that the agreed quality standards of service, based on professional guidelines and standards and national guidelines are maintained.
- To achieve the effective daily management of a patient caseload including responding to urgent referral, prioritising clinical work and balancing other patient related and professional activities in accordance with departmental standards.
- To ensure internal and external consultation as part of the contribution to promote improved patient management.
- Act as a patient advocate through communication, negotiation and representation of the patients' values and decisions in collaboration with other professionals and community resource providers
- To lead business continuity planning for the FIT service and a change management programme for the service, inclusive of new ways of working in line with service needs

Research

- To identify relevant research topics related to physiotherapy, frailty and ED working.
- To undertake and facilitate relevant research in the clinical area in line with hospital policies.
- To present and publish research outcomes.
- To lead on service activity analysis & on-going audit for the clinical area.
- To critically appraise recent literature and modify clinical practice where appropriate.
- To disseminate relevant research results within clinical teams as appropriate.
- To participate in appropriate work related research projects and in clinical trials as required.
- To work in an advisory capacity to therapy/medical directorates/regional or national agencies as required.
- To act as peer reviewer of publications by other authors in the clinical area.
- To monitor and improve standards of care and develop practice research by active involvement in advance clinical practice, undertaking audits and conducting research

Education & Training

- To identify own learning & development needs and establish a plan to address same. To apply this learning in the clinical environment.
- To attend PDP meeting annually with manager.

- To promote and encourage professional development of team members at undergraduate, graduate and postgraduate level, through promotion of self-learning, formal courses, and in-service training.
- To keep abreast of, and facilitate members of team to keep abreast of, evidence-based practice, by use of relevant reading, attendance at in-services, external courses and database searches.
- To plan and deliver formal training & education to staff and students of the Physiotherapy team and that of the wider MDT.
- To act as mentor to other staff for staff development and succession planning.
- To act as a clinical resource and expert advisor to physiotherapy colleagues, students and other team members.
- Participate in training and in-service educational modules for the FIT, physiotherapy staff, undergraduate and post-graduate students and other therapy, medical and nursing students.
- Demonstrate a high level of interest in advances in the clinical management of the frail population and associated conditions.

Collaborative Working

- To participate in the management of the physiotherapy service as a member of the senior physiotherapy management team in co-operation with the physiotherapy manager.
- Ensure collaborative working with the multidisciplinary team and develop and maintain close links with other acute services, post-acute services and community partners.
- Develop close links with colleagues nationally and internationally to ensure best practice (e.g. benchmarking, collaborate service development).
- To function as a source of clinical expertise, advice and guidance on the Physiotherapy management of frail patients for other Physiotherapy colleagues working within the service and other members of the interdisciplinary team, particularly in relation to the management of complex cases.

Communication and Information

- To create and promote good working relationships through open communication.
- Maintain and promote effective communication with patients, relatives, visitors, colleagues and all involved with the FIT.
- Develop and maintain good working relationships with relevant community healthcare professionals ensuring excellent communication links in relation to patients, relatives, clinicians, multidisciplinary teams and community services.
- To attend relevant ward huddles, ward rounds and interdisciplinary team meetings to ensure high levels of team planning, communication and information sharing.
- Communicate regularly and appropriately with relevant stakeholders to facilitate a seamless service via agreed communication channels.
- Maintain appropriate records and data sufficient for organisational and legal purposes to include work related injuries/incidents.
- To be responsible for accurate, contemporaneous record keeping for self and team using assessment proformas, outcome measures, comprehensive progress reports and discharge reports and comply with data requirements for ICT system. Record keeping should be interdisciplinary, wherever possible.

- Ensure all documentation, both written and electronic, complies with relevant standards and protocols.
- To comply with data requirements for ICT system and required reports.
- In association with the Information Technology Department, to comply with the computer-integrated management system for the Physiotherapy Department for patient scheduling, activity and reporting analysis
- To collect, interpret, and present data and information through audit of service activity, clinical standards, and outcome measures.

General Responsibilities and Accountabilities

Confidentiality
You will be aware of the confidential nature of Hospital work and in particular, the right of patients to confidentiality.

Policies & Procedures
You are required to familiarise yourself with and adhere to all policy and procedural documents relevant to your position.

Hygiene Standards
The highest standard of hygiene must be maintained in the Hospital at all times and all staff members are responsible for ensuring compliance with the Hospitals requirements and standards with regard to hygiene. It is the responsibility of all staff to have a fundamental understanding of their individual responsibility in maintaining departmental & site hygiene standards.

Health and Safety
Ensure that effective safety procedures are in place to comply not only with the Safety, Health and Welfare at Work Act 2005 but also within the spirit of the Hospital's mission, vision and values, and they are known and followed by staff. You are required to familiarise yourself with the requirements of employees under the Safety, Health and Welfare at Work Act 2005 and to promote a work environment that is compliant with the Safety, Health and Welfare at Work Act 2005. Each staff member is individually responsible for ensuring that the Hospital remains a safe place to work.

Information Technology
Ensure the most effective and efficient use of developments in information technology for administrative support in a manner, which integrates well with systems throughout the organisation.

Business Continuity Management
Business Continuity Management (BCM) is a holistic management process that identifies potential impacts that threaten an organisation and provides a framework for building resilience and the capability for an effective response that safeguards the interests of its key stakeholders and reputation" (BS 25999) All Staff employed in the Mater Misericordiae University Hospital are obliged to:

- make themselves familiar with the Organisational Business Continuity Plan
- attend BCM education sessions provided for them

- make themselves familiar with their individual roles as set out in their departmental business continuity plan if applicable and or the Organisational business continuity plan

Note:
These duties and responsibilities are reflection of the present service requirements and may be subject to review and amendment to meet the changing needs of the Hospital. The incumbent clinical specialist physiotherapist in the FIT team will be required to maintain, enhance and develop their professional knowledge, skills and aptitudes necessary to respond to a changing climate. The job description must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

Personal Specification

Factors	Essential	Desirable
Statutory Registration, Professional Qualifications	**Candidates for appointment must:** (i) Be registered, or be eligible for registration, on the Physiotherapists Register maintained by the Physiotherapists Registration Board at CORU. AND	• Relevant post graduate education e.g. diploma/masters/ doctorate • Member of relevant special interest groups
Experience	(ii) All candidates must have 5 years full time (or equivalent) years post qualification clinical experience of which 4 years full time (or equivalent) must be consecutive in older person's care AND iii) All candidates must demonstrate a proven record of clinical excellence in the specialism. AND (iv) **Annual registration** (a) On appointment practitioners must maintain annual registration on Physiotherapists	• Experience in acute and post-acute care • Experience working in Frailty intervention teams • Broad knowledge of other clinical areas • Research in a related area • Evidence of experience in training/ supervision of junior staff / students /assistants

	Register maintained by the Physiotherapists Registration Board at CORU And (b) Practitioners must confirm annual registration with CORU to the MMUH by way of the annual Patient Safety Assurance Certificate (PSAC). AND Provide proof of Statutory Registration on the Physiotherapists Register maintained by the Physiotherapists Registration Board at CORU **before a contract of employment can be issued.** AND Experience working with older patients in a model 3 or 4 hospital	
Organisational Knowledge	• Knowledge of operational procedures in the Physiotherapy Department • Awareness of the Health Service reform programmes and clinical care programmes • Understanding of unscheduled care pathways	• Background knowledge of the hospital structure, hospital groups and core activities • Knowledge of operational procedures in the Physiotherapy Department
Professional Knowledge	(vi) All candidates must demonstrate evidence in the expert management of older persons and medical patients. AND All candidates must demonstrate evidence of continuing professional development relevant to the required area of specialism, in the form of post-graduate qualifications or relevant courses. AND All candidates must demonstrate achievement in the areas of clinical audit, quality improvement	• Evidence of professional development including research and courses • Demonstrate ability to use motivational skills • Evidence of teaching and mentoring skills

	initiatives, practice development, teaching and research. • AND	
Core Aptitudes	(vii) • All candidates must have the requisite knowledge and ability (including a high standard of suitability, management, leadership and professional ability) for the proper discharge of the duties of the office	• Presentation skills • Human Resource skills • I.T. skills • Change management skills