

SPEECH AND LANGUAGE THERAPY SERVICES

JOB DESCRIPTION

SERVICE: Diagnostic and Clinical Support Service
Directorate of AHPs

DEPARTMENT: Speech and Language Therapy

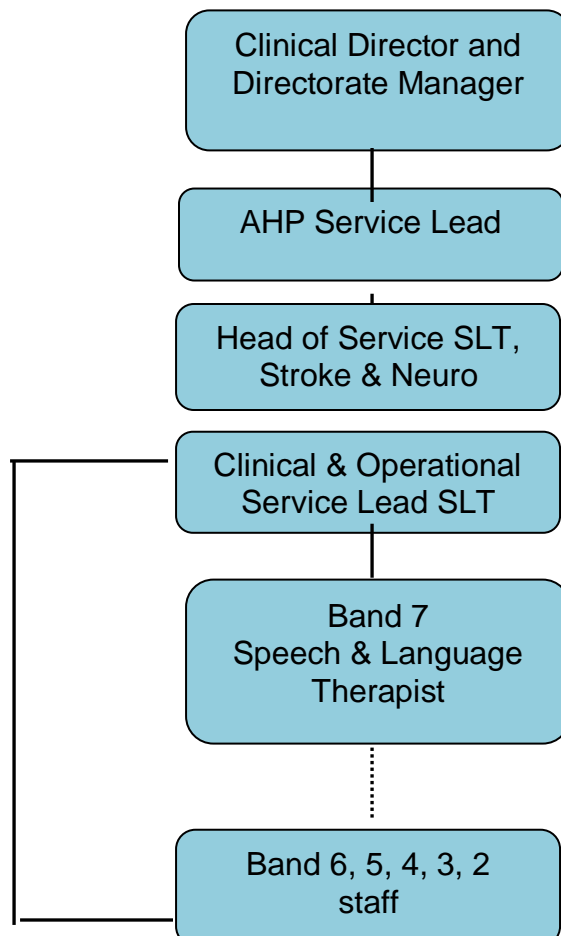
JOB TITLE: **Band 6 Specialist Speech and Language Therapist**

BASE: Burnley General Teaching Hospital

REPORTS TO: Band 7 Speech and Language Therapist

RESPONSIBLE TO: Head of Speech and Language Therapy Services /
AHP Lead for Stroke & Neuro-Rehab

Organisational Chart:



JOB SUMMARY

To work as part of the staff team delivering specialist Speech and Language Therapy Services to:

- **Adults with acquired neurological disorders of communication and swallowing in intermediate care/rehabilitation and community settings.**
- To coordinate speech and language therapy input to the **integrated community therapies team**, including the provision of rapid response community services, care home services and relevant training packages.

To promote an understanding of clinical disorders and speech and language therapy services.

To undertake videofluoroscopy to level of competence.

MAIN DUTIES

1. To manage a personal caseload independently, according to individual patient need, accessing supervision as required.
2. To manage and prioritise workload to ensure deadlines are met and a high standard of service is provided.
3. To demonstrate skills in dealing with complex issues to generate appropriate strategies for caseload management.
4. To manage individual patient's care including:
 - Assessing and analysing the auditory, visual and kinaesthetic aspects of the patient's communication and identifying appropriate strategies to facilitate and enhance communicative effectiveness
 - Differential diagnosis on the basis of assessment findings.
 - Developing and agreeing specialist treatment plans with the patient and/or their representative, including referral on to other agencies.
 - Implementing specialist treatment and monitoring progress towards the agreed objective, identifying and discussing with the patient/carer any difficulties with or changes to the care plan.
 - Advising others regarding management and care of patients including providing written reports.
 - Agreeing discharge with the patient and/or their representative.
5. To adapt practice to meet individual patient's circumstances with due regard for cultural and linguistic differences.
6. To develop the ability to manage people with challenging behaviour, including employing appropriate strategies.
7. To provide advice to non specialists and other professionals in relation to clinical specialisms.
8. To promote an understanding of communication eating and swallowing disorders and speech and language therapy services including explaining the role of the SLT to visitors, students, volunteers etc.

COMMUNICATION

1. To employ excellent communication skills in order to:
 - Communicate complex and potentially distressing information from assessment to patients/carers and colleagues, particularly where there are barriers to understanding.
 - Form relationships with others who have challenging communication difficulties
 - Motivate patients/carers to engage in the therapeutic process.
2. To ensure a well co-ordinated care plan by contributing to uni-disciplinary and multi-disciplinary management of patients, attending case meetings discussing own and others input to the patient, accessing supervision as required.
3. To liaise/work jointly with:-
 - Speech and Language Therapy colleagues throughout NHS East Lancashire Community Health Services
 - Speech and Language Therapy colleagues in other Trusts
 - Colleagues of other professions/organisations (Health/Education/Social Services Voluntary Organisations)
 - Home and care givers.
4. To deal with initial complaints sensitively, avoiding escalation where possible.
5. To demonstrate negotiation skills across a range of situations.
6. To maintain the confidentiality of the patient and the organisation at all times, sharing information in line with the Data Protection Act and Caldicott guidance.
7. To contribute ideas and discussion to service/team meetings.

TRAINING AND DEVELOPMENT

1. To work independently while accessing supervision within an individual performance review framework
2. To keep up to date with developments within the profession, participating actively in annual appraisal and your own CPD, identifying objectives in line with Service and Trust plans (including specific objectives relating to clinical specialisms), highlighting training needs and undertaking additional training (internal and external) as appropriate.
3. To maintain a professional portfolio.
4. To reflect on your own practice and that of your peers, identifying your own strengths and development needs.
5. To undertake mandatory training as required by the Speech and Language Therapy Service and NHS East Lancashire Community Health Services.
6. To demonstrate specialist knowledge of clinical specialisms relevant to the post.
7. To develop a working knowledge of and comply with, relevant legal frameworks and procedures e.g. Safeguarding Children, SEN procedures, working with vulnerable adults and other legal frameworks.
8. To assist/lead in the development, delivery and evaluation of specialist training programmes/courses to parents and carers.
9. To assist/lead in the development, delivery and the evaluation of specialist training packages (formal and informal) in area of clinical expertise, to colleagues and other

professionals as required, targeting the content to the needs of the course participants.

10. To plan and supervise speech and language therapy undergraduate clinical training in line with the service and specific university guidelines.
11. To assist in the support of students from other professional groups as required.
12. To supervise the work of assistants and volunteers, contributing to their development as required.
13. To contribute to the development of junior therapists as required.

ORGANISATIONAL RESPONSIBILITIES

1. To promote at all times, NHS East Lancashire Community Health Service's and the SLT Service's mission, values and strategic direction.
2. To provide guidance to junior Speech and Language Therapists and Assistants.
3. To use knowledge of specialisms to:
 - Contribute to the development of new models of service delivery and the service plan by commenting on proposed service or policy developments within discussion.
 - Participate in the development of clinical guidelines
4. To lead/participate in projects within or on behalf of the Speech & Language Therapy Service.
5. To assist the Manager in the following:-
 - Induction of staff including acting as a partner therapist as required.
 - Collection of accurate timely activity data in line with NHS East Lancashire Community Health Service's and Service guidance
 - Systematic monitoring and evaluation of practice through audit and quality assurance programmes
 - Monitoring and maintaining levels of resources by highlighting requirements.
6. To maintain up to date and accurate case notes and carry out administrative duties relating to patient care in line with professional and local standards.
7. To undertake Clinical Governance activities/audit projects within the service and the organisation.
8. To demonstrate clinical effectiveness through the use of:
 - Evidence-based practice and outcome measures
 - Critical appraisal and discussion of research findings.
9. To contribute to the research of others by collecting data.
10. To advise the service manager of service issues and needs and any difficulties in carrying out your duties.
11. To undertake tasks delegated from your Line Manager and delegate tasks as appropriate.
12. To be prepared to work flexibly and anywhere in East Lancashire as required over seven days.

PROFESSIONAL RESPONSIBILITIES

1. To comply with the registration requirements of the Health & Care Professions Council and the Royal College of Speech and Language Therapists.

2. To comply with the professional and clinical policies and procedures of NHS East Lancashire Community Health Services, the Speech & Language Therapy Service and the Service's partner organisations. To work within Service guidelines, Standards of Practice and the code of ethics laid out by RCSLT.
3. To deliver a service with a sound evidence base in line with professional guidance, the designated model of service delivery for the location and patient group and the service plan.
4. To recognise own professional boundaries and seek and accept advice from more senior therapists as appropriate.

HEALTH & SAFETY

1. To be responsible for the security, care and maintenance of equipment, including that loaned to patients.
2. To have due regard for your own personal safety and that of patients/carers in line with the Trust's Health and Safety Policy.
Specifically to:
 - Comply with any safety instructions/policies laid down;
 - Use in a proper and safe manner the equipment and facilities provided;
 - Refrain from the wilful misuse or interference with anything provided in the interest of health and safety;
 - Report as soon as practical any hazards and defects to your senior;
 - Report as soon as practical, accidents and untoward occurrences and ensure that accident forms are completed.
 - Work within the infection control and moving and handling guidance.