

The Newcastle upon Tyne Hospitals NHS Foundation Trust

Job Description

1 Job Details

Job title	Rehabilitation Assistant
Pay band	3
Directorate:	Patient Services – Therapy Services
Ward/Dept Base:	Physiotherapy
Hospital site:	Trust Wide

Essential Requirements

- Sound general education
- Technical qualification e.g. NVQ Level III Health related or equivalent technical/work experience
- Previous experience of working with patients
- Working with older people
- Broad range of life experiences An appreciation of the principles of rehabilitation
- An understanding of manual handling principles
- Have the ability to reflect and appraise own performance so to maintain own continued personal development.
- Have a basic understanding of the principles of behaviour and conduct in practice.
- Ability to meet the driving requirements of the post
- Organisational and time management skills
- Ability to work as part of a team and in isolation
- Commitment to personal development
- Effective written and oral communication skills
- Good listening skills
- IT skills
- Patient centred
- Interest in working with older people
- Flexible
- Good communication and interpersonal skills.
- Willingness to learn
- Enthusiasm

Desirable Requirements

- Experience of working with individuals with a physical disability e.g. stroke
- IT skills
- Working as a member of a team

2 Job Purpose

- Physiotherapist, Occupational Therapist and Speech and Language Therapist. To work alongside the Therapist to deliver Therapy to a complex caseload on the

ward.

- To independently manage a designated caseload of patients defined as non-complex within a specified clinical area, providing assessment and interventions on behalf of the Therapies within predetermined guidelines.
- To deliver and fit assistive equipment in the patient's home as directed by the therapist

3 Dimensions

- Following an initial assessment completed by the physiotherapist occupational therapist or speech and language therapist the rehabilitation assistant will implement treatment programmes prescribed by the therapist, making minor modifications when necessary sometimes working without direct supervision.
- To work alongside the therapy teams to provide rehabilitation eg joint sessions
- To be an active member of the appropriate multi-disciplinary team within the speciality.
- To manage and prioritise own caseload, delegated by the therapist.
- To manage and participate in the running of group sessions under direction of therapists
- To be responsible for own lifelong learning.

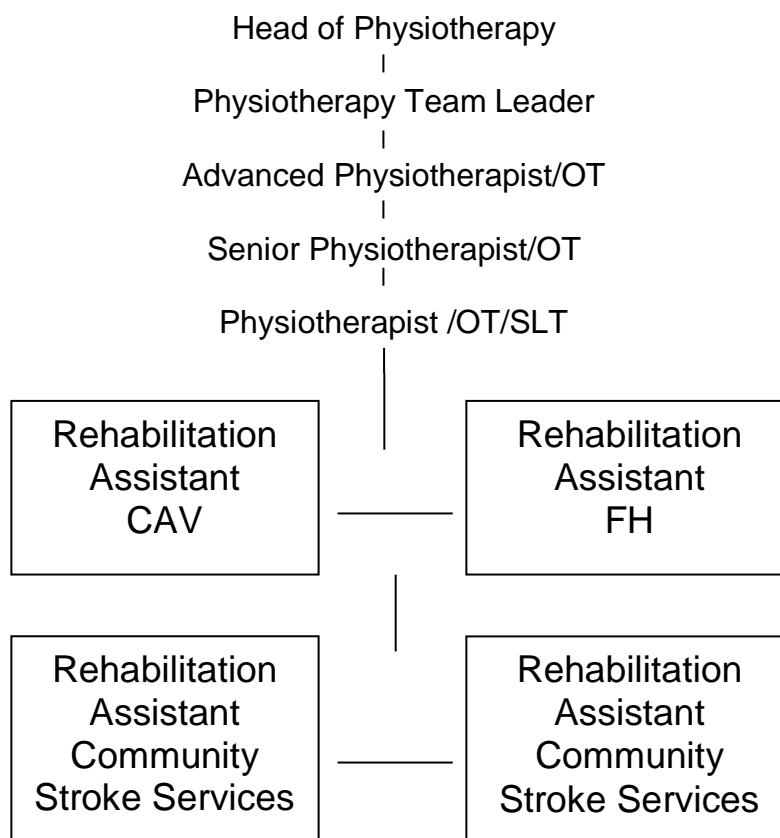
4 Organisational Arrangements

Reports to:

Senior Therapist within the speciality.

Professionally accountable to:

Head of Physiotherapy



5 Knowledge Training and Experience

- See essential requirements
- Following a period of in-house induction, to have an awareness of the principles of therapy clinical practices and procedures within the clinical area.
- Following a period of in-house induction, to have a basic understanding of a range of therapy equipment, its use and application
- Following a period of in-house induction, to have a good understanding of moving and handling principles and practice. To understand complex seating principles.
- Following a period of in-house training to be skilled in communication techniques and swallowing difficulties.
- Attend and participate in team in-service training within the speciality.

6 Skills

Communication and Relationships

- To provide and receive patient information including diagnosis and prognosis, which may be sensitive and where there may be barriers to communication due to patients physical and psychological conditions e.g. aphasia, deafness, depression and Alzheimer's disease. Developed use of verbal and non-verbal communication tools will be required.
- To communicate effectively with patients and their carers to maximise their involvement in the delivery of therapeutic goals and interventions using persuasion and reassurance skills to gain their co-operation in the process.
- To communicate effectively and work collaboratively with the wider multi-disciplinary team in the specialty area including nursing, social work and other therapy staff to ensure delivery of a co-ordinated multi-disciplinary service to patients. This will include ad hoc situations on the ward, communicating the therapy aspects of patients care and ensuring its integration into the patients overall treatment plan.

Analytical and Judgemental

- To understand a range of clinical and non-clinical facts relating to individual patients.
- To implement an appropriate programme of therapy prescribed by the physiotherapist, occupational therapist or speech and language therapist
- To monitor and evaluate patient progress within their treatment programme and to report any changes back to the relevant therapist in an appropriate and agreed time-scale. To act upon adjustments or modifications specified by the relevant therapist.
- Make day to day judgements of the patient's condition and ability to comply with the therapy programme.

Planning and Organisational

- To be responsible for own workload as defined by the relevant therapist.
- To organise and deliver treatment programmes to patients as prescribed by the relevant therapists.
- To prioritise own workload organising care effectively and efficiently, seeking guidance from the relevant therapists regarding clinical and other priorities.
- To contribute to the discharge planning process for patients receiving therapy collaborating with carers, other professionals and the loan equipment service on behalf of the relevant therapist

Physical Dexterity

- To demonstrate developed dexterity for the application of a range of therapy interventions including therapeutic handling of patients.
- To demonstrate to patients the use of a range of walking aids, and the use of wheelchairs.
- To transport patients and equipment as requested by the therapist

7 Key Result Areas

Patient / Client Care

- To work as part of a multi-disciplinary team delivering treatment programmes to patients identified by physiotherapists, occupational therapy and speech and language therapy as befitting from treatment.
- To establish rapport with patients and encourage engagement in specified activities
- To liaise with patients, carers, therapists and nurses to ensure continuity of care is maintained
- To treat patients accordingly to set treatment protocols, monitoring progress and making minor alterations to treatment programmes as required
- To work unsupervised, reporting back patient progress and informing therapist of any problems
- To assist therapists in carrying out treatment programmes including; personal care, exercise programmes, communication and swallowing therapy programmes and groups
- To assist in moving and handling and mobilising patients and to independently transfer and mobilise patients
- To assist in the application and removal of splints and special equipment
- To deliver and fit assistive equipment in patients home environment as directed by therapist
- To implement interventions that have been initiated by the physiotherapists e.g. exercise regimes, gait re-education
- To report back to the registered therapist on the patients' level of function and ability, noting any changes both positive and negative. Adjustments or modifications to treatment/goals will be made by the therapist, with the exception of changes to walking aids e.g. from a Zimmer frame to a walking stick, in non-complex patients.
- To demonstrate the use of walking aids and wheelchairs to optimise functional ability and independence.
- To liaise with loan equipment/social services re provision of walking aids for home use.
- To deliver communication therapy programmes including the use of computer assisted therapy under the direction of the Speech and Language Therapist.
- To produce resources to aid communication including - Life Histories, basic communication aids.
- To deliver swallowing therapy by providing oral trials as advised by Speech and Language Therapist.

Policy and Service Development

- To carry out all duties and responsibilities within the requirements of Trust and departmental policies, procedures and standards.
- To carry out all duties in accordance with local clinical protocols and standards in the specialty area.

- To contribute to service improvement/audit or implement changes in practice in collaboration with physiotherapists, occupational therapists or speech and language therapists.

Financial and Physical Resources

- To be responsible for the safe use of equipment by self and patients in the care of the post holder.
- To undertake defined administrative tasks to support the therapy team e.g. fax requisitions for walking aids, carry out photocopying, monitor levels of stock and equipment, and input data into computer
- To ensure the maintenance of a safe, tidy and clean working environment, keeping department areas tidy and cleaning therapy equipment
- Monitor levels of equipment ensuring there is always an adequate supply

Human Resources

- To participate in the induction of new members of staff and students on placement as they join the speciality team
- To support the education of therapy students who may be on placement in the clinical area and being supervised by a therapist in the team.
- To regularly provide ad hoc advice and education on therapy issues as requested by staff and other multi-disciplinary team members in the team e.g. work experience students and cadets from other professional groups. May be requested to demonstrate techniques around mobility and manual handling of specific patients
- To participate in in-service training for therapy staff.
- To reflect upon own performance and to participate in appraisal and personal development planning as an appraisee.

Information Resources

- To routinely collect patient information and statistics as requested by the therapists.
- To maintain accurate comprehensive and up to date treatment records contributing to therapy documentation for each patient in line with legal requirements (currently paper based may become electronic as part of electronic patient records).
- To accurately communicate orally to the relevant therapist any changes in patient's condition.
- In line with departmental guidelines and procedures to provide daily statistics for use by the team to monitor and evaluate service activity levels.

Research and Development

- To participate in the planning, evaluation and audit of practice, clinical pathways and protocols being undertaken within the clinical area as directed by the relevant therapist.

8 Freedom to Act

- To observe confidentiality and conduct in accordance with Trust and departmental policies, procedures and standards.
- To comply with all trust and departmental policies and procedures and clinical protocols.
- To be responsible and accountable for all aspects of own work.
- To work as part of the multidisciplinary team with regular supervision available from a designated member of therapy staff.

9 Effort & Environment

Physical

- Frequent requirement to exert moderate amounts of physical effort using hoists, wheelchairs, and assisting patients with treatment programmes e.g. exercise regimes, walking practice.
- Undertake therapeutic moving and handling of patients as part of their therapy treatment.

Mental

- Frequent requirement for high levels of concentration during patient treatment sessions.
- Unpredictable work pattern with some interruptions.

Emotional

- To undertake duties within emotional environment with regular exposure to difficult situations including very sick patients, terminal illness, distressed and challenging behaviour of relatives.
- Occasional requirement to work with patients and carers after they have received bad news from the physiotherapist regarding their functional and rehabilitation progress e.g. patients that are no longer at a functional level to be safe to return home and where alternative care should be considered.

Working Conditions

- Occasional exposure to fleas and animal excrement when working in patients' homes with variable levels of hygiene
- Occasional exposure to aggressive carers/family when working in patients home

Updated: March 2021

Signed:
(Post holder)

Date:

Signed:
(Directorate Manager or equivalent)

Date:

The Newcastle upon Tyne Hospitals NHS Foundation Trust

Person Specification

JOB TITLE: Rehabilitation Assistant

DIRECTORATE: Patient Services - Physiotherapy

SITE: Trust Wide

<u>REQUIREMENT</u>	<u>ESSENTIAL</u> Requirements necessary for safe and effective performance of the job	<u>DESIRABLE</u> Where available, elements that contribute to improved/immediate performance in the job	<u>ASSESSMENT</u>
Qualifications & Education	<ul style="list-style-type: none"> • Sound general education • Technical qualification e.g. NVQ Level III Health related or equivalent technical/work experience 		
Knowledge & Experience	<ul style="list-style-type: none"> • Previous experience of working with patients • Working with older people • Broad range of life experiences An appreciation of the principles of rehabilitation • An understanding of manual handling principles • Have the ability to reflect and appraise own performance so to maintain own continued personal development. • Have a basic understanding of the principles of behaviour and conduct in practice. 	<ul style="list-style-type: none"> • Experience of working with individuals with a physical disability e.g. stroke • Working as a member of a team 	
Skills & Abilities	<ul style="list-style-type: none"> • Ability to meet the driving requirements of the post • Organisational and time management skills • Ability to work as part of a team and in isolation • Commitment to personal development • Effective written and oral communication skills • Good listening skills • IT skills 	<ul style="list-style-type: none"> • IT skills 	
Values / Behavioural / Attitudes	<ul style="list-style-type: none"> • Patient centred • Interest in working with older people • Flexible • Good communication and interpersonal skills. • Willingness to learn • Enthusiasm 		
Core Behaviours	<ul style="list-style-type: none"> • Alignment to Trust Values and Core Behaviours 		

CANDIDATE:

REFERENCE NO:

SIGNED BY:

DATE:

DESIGNATION: