

## Job Description

**JOB TITLE:** Clinical Lead Speech and Language Therapist

**BAND:** Band 7

**BASE:** Ansdell Medical Centre, Lytham, St Anne's

**RESPONSIBLE TO:** Anneka Edmondson

**ACCOUNTABLE TO:** Anneka Edmondson

**DBS:**

### JOB SUMMARY:

We are seeking to appoint an enthusiastic and motivated community Clinical Lead Speech & Language Therapist for the ICSNRS based at Ansdell Medical Centre on a full-time basis with flexible working (agreeable on appointment).

The post holder will be an experienced Speech & Language Therapist who can lead on the coordination and provision of a high quality, evidence based clinical SLT service to the ICSNRS. The post holder will manage complex acquired communication and swallowing disorders and provide holistic, individual assessments and rehabilitation in a variety of settings within the community, including patients own home, clinics, intermediate care and care homes for clients who have acquired a stroke or neurological diagnosis.

The post holder will enable our clients to achieve their goals to enable independence and improve their quality of life by working collaboratively across the different care groups. The post holder will need to manage a clinical caseload of clients as a lone worker without direct supervision, however, support from the immediate and wider team is always available.

The post holder will provide support to the integrated leadership team including operational management, clinical leadership and development of the service.

The post holder will be employed by Blackpool Teaching Hospitals NHS Foundation Trust.

### DUTIES AND RESPONSIBILITIES

- To provide specialist assessment, treatment and rehabilitation to patients who have complex acquired communication and/or swallowing disorders utilising current evidence-based practice to interpret and analyse clinical and non-clinical information to form accurate diagnoses and prognoses; develop comprehensive management and treatment plans; and guide discharge planning

- To contribute to the assessment of a patients' mental capacity and to assist patients to maximise their independence in decision-making and communicating their wishes
- To participate in MDT, Best Interest and Family Meetings. Providing information, evidence and advice regarding communication and swallowing disorders
- To ensure patients and carers are involved in developing relevant goals and treatment programmes wherever possible
- To adapt practice to meet individual patients' circumstances including cultural and linguistic differences
- To help and advise colleagues, other members of the MDT, relatives, and carers on the best course of intervention, including discharge planning
- To liaise with other departmental staff and provide advice / second opinions when required by colleagues within and outside the department
- To follow departmental policies and procedures regarding admission to and discharge from the service
- To be responsible for managing the overall clinical caseload of the service, delegating tasks to junior SLT clinicians and therapy assistants, and maintaining accurate records of work
- Provide clinical supervision, appraisal, and training to junior SLT clinicians, therapy assistants and students as required
- Maintain up to date knowledge of latest professional and national guidelines regarding best practice including but not limited to NICE Stroke Guidelines
- Maintain up to date knowledge regarding infection prevention and control and promotion of this across the SLT department, stroke, and wider hospital community

### **Clinical Responsibilities**

- To acquire and constantly update to a high level, the specialist skills and knowledge required fulfilling the above function and providing second opinions
- To manage a complex and specialist caseload independently
- To make highly specialist clinical decisions following assessment of complex cases
- To advise / supervise other Speech and Language Therapists and assistants working with this client group(s)
- To teach / train colleagues within and outside the department regarding this speciality
- To follow departmental policies and procedures regarding referrals to and discharge from the service
- To propose changes in protocols, policies, and procedures, as appropriate for the service

### **Professional Responsibilities**

- To supply reports and correspondence as required
- To maintain explicit and accurate Case Notes including a detailed Case History and all reports and correspondence concerning the patients using the EMIS system
- To provide statistical information as required including via the EMIS system
- To participate in annual appraisals and complete the necessary paperwork
- To participate in and lead the triage / prioritisation of incoming referrals
- To ensure the application of Evidence-Based practice and to keep up-to-date with developments within the profession
- To undertake Continuing Professional Development as required by the Trust, The Health Professions Council, The Royal College of Speech and Language Therapists and in order to meet individual needs
- To participate in departmental research and audit projects, including providing data
- To provide clinical supervision, training and appraisal for more junior SLT staff
- To read and act in accordance with RCSLT, Trust and Departmental Standards, Policies, Guidelines and Procedures

- To supervise students or assistants if required

### **Managerial Duties**

- To undertake annual appraisal with junior SLT and Rehab Assistants
- To coordinate the daily management of the SLT team
- To support fellow lead colleague in other professions within the service
- To support operational management with service development tasks

The above list of duties and responsibilities is not intended to be fully comprehensive and may be amended to take account of changing circumstances or requirements following consultation with the post holder. Where necessary relevant training in the operation of new or unfamiliar equipment, software or procedures will be provided or arranged.

### **Additional information**

#### **Context**

Blackpool Teaching Hospitals NHS Foundation Trust serves a resident population of approximately 352,000 on the Fylde coast in Lancashire. The main hospital is Blackpool Victoria Hospital, known locally as The Vic. The Integrated Community Stroke and Neuro Rehabilitation Service is based at Ansdell Medical Centre, Lytham, St. Annes.

Working across a long-standing network across Lancashire and South Cumbria, together our service delivers high quality rehabilitation care to the people of the Northwest. The Integrated Community Stroke and Neuro Rehab Service (ICSNRS) is a relatively newly commissioned service. It provides specialist community rehabilitation for stroke and neurology patients across the Fylde Cost. The team works collaboratively with hospital and community health care providers to meet the needs of patients and their carers in the community, whilst improving outcomes and equity of access.

Healthier Togethers vision is to provide the right care, in the right place, at the right time; to provide more services in primary care, the community and at home rather than in hospital. The ICSNRS aims to support this by delivering services currently provided in hospital in a community setting, meeting the needs of the population and supporting the transformation of the inpatient element of this care.

#### **Integrated Community Stroke and Neuro Rehab Service (ICSNRS)**

The service is accessible to any patient registered with a Blackpool or Fylde & Wyre GP and is based at Ansdell Medical Centre, Lytham, St. Annes. The team provides a comprehensive community-based stroke and neuro rehabilitation service comprising of allied health professionals, neuropsychologists, rehab assistants, admin support and access to a rehab consultant.

The ICSNRS provides an equitable service for all stroke and neurology patients who require rehabilitation as the service will provide support based on level of need and not diagnosis. Specialist input from an interdisciplinary team will ensure that a patient makes the appropriate route towards recovery with co-ordinated and cohesive care, and a person-centred approach. This pathway also acknowledges 'step up' from the generic community teams/Stroke Association or self-referral back into the service by patients which could further support the reduction of hospital admissions.

#### **Aims and Objectives of the ICSNRS**

We are currently in the process of developing the service as per the request from the commissioning body, so we are ever expanding and looking to develop current team members as well as recruit and develop new staff.

The ICSNRS will meet two key commissioning strategic aims through:

- Integration of pathways across acute, primary and community provision
- Taking activity and care out of the acute sector and into the community, in this case, directly into patients' homes, clinics, bed based intermediate care and residential/nursing homes

The overall aim of the service is to reduce unnecessary lengths of hospital stays following an admission for a stroke, neurological condition or ABI. The team will support early discharge of patients from the acute units at a similar level of intensity to that which they would have received had they remained in hospital

The objectives of the service are to improve patient outcomes following development of a stroke, neurological condition or ABI.

This will be achieved by:

- Ensuring that there is improved equitable access to community rehabilitation when a patient is ready for discharge
- Ensuring excellent patient and carer experience across the whole stroke and neuro pathway including shared decision making with patients and carers
- A consistent, flexible and needs-led approach with integration between inpatient and community rehabilitation teams, as well as other NHS providers (e.g. primary care)
- Involvement of other providers such as the voluntary sector to develop a more blended, asset-based approach to rehabilitation care that addresses the wider needs of the patients and carers
- Timely discharge from the service using community assets effectively to continue longer term goals

## **Workforce**

The ICSNRS currently has a workforce of 34 WTEs, providing a comprehensive community-based stroke and neuro rehabilitation service comprising of therapists, case managers, neuropsychologists, rehab assistants and admin support.

## **GENERAL REQUIREMENTS**

### **1. Quality**

Each member of staff is required to ensure that:

- a) The patient and customer are always put first;
- b) That in all issues, the patient/customer requirements are met and all staff contribute fully to achieving the Trust's corporate goals and objectives;
- c) That all staff hold themselves personally responsible for the quality of their work and therefore seek to attain the highest standards achievable within their knowledge, skills and resources available to them in furtherance of the Trust's Vision and in embedding the organisation's Values.

## **2. Confidentiality**

Each member of the Trust's staff is responsible for ensuring the confidentiality of any information relating to patients and for complying with all the requirements of the Data Protection Act whilst carrying out the duties of the post. Any breaches in confidentiality will be dealt with by the Trust Disciplinary Procedure and may result in dismissal.

## **3. Data Protection/Freedom of Information Acts**

Carry out any requirements within the duties applicable to the Data Protection Act, 1998 and the Freedom of Information Act 2000.

## **4. Health and Safety**

Each member of the Trust's staff is responsible for ensuring that they carry out the duties of their post in accordance with all appropriate Health and Safety legislation (Health & Safety At Work Act 1974), guidance and procedures and they do not, by any act or omission on their part, create a threat to the Health and Safety of any other person.

## **5. Equality & Diversity**

It is the responsibility of all employees to support the Trust's vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply through the implementation of the Trust's Equality and Diversity Strategies and Policies.

## **6. Working Time Directive**

You are required to comply with the regulations governing working time and to any locally agreed associated arrangements.

## **7. Harassment & Bullying**

The Trust condemns all forms of harassment and bullying and is actively seeking to promote a work place where employees are treated with dignity, respect and without bias.

## **8. External Interests**

Each member of the Trust's staff is responsible for ensuring that any external interest they have does not conflict with the duties of their posts and they must disclose the external interest if this is likely to occur, or if they are in any doubt about a possible conflict of interest

## **9. Mandatory Training**

Each member of the Trust's staff has a statutory obligation to attend mandatory training. It is the responsibility of each member of staff to ensure that they comply with this legal requirement.

## **10. Flexibility**

This job description is intended to act as a flexible guide to the duties of the post and therefore will require revision in consultation with the post holder to reflect the changing requirements of the post, to enable the Trust to achieve its corporate goals and objectives.

## **11. Smoke-free Policy**

In line with the Department of Health guidelines, the Trust operates a strict smoke-free policy.

## **12. Safeguarding**

The Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share its commitment.

Rigorous recruitment checks are carried out on successful applicants who may be required to undertake Enhanced Disclosure via the DBS.

## **13. Sustainability**

The Trust will have positive and engaged staff who believe in the value of sustainability and are enabled to deliver it. We will be recognised as delivering excellent social value by our place-based partners. We will reduce our environmental impact, protect our natural environment, and ensure we deliver compassionate and sustainable healthcare. We will improve the health and wellbeing of all who live and work within the Fylde Coast communities we serve.