

Job Title:	GP Practice Based Physiotherapist
Reports to (job title):	Adam Rochford Head of MSK Physiotherapy and Orthopaedic Interface service
Line Manager to:	

Job purpose

To provide rapid access, and brief interventions for people with musculoskeletal problems with their General Practice, and to provide advice and support to GP's

To provide clinical expertise in the physiotherapeutic management of neuromusculoskeletal conditions.

To assist in the planning, development and evaluation of the service across Bath and NE Somerset

Base

GP Practices across BANES and Physiotherapy Departments in St Martins Hospital, Keynsham Health Centre and Paulton Hospital

Key responsibilities

This list is intended to summarise the key responsibilities and is not intended to cover every task that may be required of the role: -

Clinical

Key Responsibilities

Clinical Responsibilities and Clinical Skills

To provide highly specialist physiotherapy assessment and management of patients with musculoskeletal problems. Patients may be referred by the GP, Practice Nurse or may self-refer.

To interpret and analyse clinical and non-clinical facts and circumstances, e.g. social circumstances, emotional well-being, to form accurate diagnosis and prognosis in a wide range of conditions and recommend the best course of intervention. This will include acute and chronic conditions, ranging from a simple sprained ankle to long-standing spinal pain. Requesting X Rays of peripheral joints in line with local guidelines and protocols may be part of this process.

To critically evaluate a patient's response to treatment and adapt patient management accordingly.

To be professionally and legally accountable for all aspects of own work.

To demonstrate advanced knowledge and skills in the physiotherapeutic management of musculoskeletal conditions in line with the published evidence, enabling patients to achieve maximum benefit from minimal attendances.

To demonstrate, and maintain competency in, specialist treatment skills across a range of techniques and approaches, eg manual therapy, exercise prescription, activity pacing, acupuncture, injection therapy.

To make recommendations to GP's to refer on if more specialist intervention is required, e.g. to Rheumatology/OIS or to the Pain Clinic. To ensure smooth transition for patients between services making best use of local resources.

To organise own caseload effectively and efficiently with regard to clinical priorities and use of time. To ensure that the practice is aware of planned absence, and to make necessary adjustments to cover any build-up in caseload, for example directing practice to refer direct to department.

To ensure that up-to-date electronic patient records and activity data sets are maintained in accordance with professional, PCT and service standards. To ensure that data is submitted in a timely and accurate fashion.

Managerial Responsibilities

Working closely with the head of MSK, and the other PBP's to develop, implement and evaluate changes in the role of the PBP in primary care,

To ensure integration of evidence-based practice in its' broadest sense, and to evaluate the effectiveness of clinical interventions and models of service delivery through the use of audit, outcome measures, research, and stakeholder feedback.

Training Responsibilities

To maintain and develop a high standard of specialist clinical practice and professionalism through CPD and to provide of evidence of this within a CPD portfolio.

To participate in peer supervision with other PBP's, observing practice and being observed, offering constructive clinical support and recording outcomes and objectives. To keep up-to-date with practice in secondary care in related areas by attending, for example, orthopaedic, radiology or rheumatology clinics.

To attend and participate in departmental in-service training sessions, delivering presentations and utilising reflective practice to inform own clinical practice development.

To offer and provide training to other professional groups, including GP's and practice staff, and support staff in the management of musculo-skeletal conditions.

To ensure all mandatory training is completed and updated as required by the trust.

Professional

To participate in at least annual appraisal, formulating a Personal Development Plan and identifying own training, personal and professional development needs.

To work within the clinical and non-clinical guidelines and policies of HCRG Care Group, the Chartered Society of Physiotherapy and HCPC standards of proficiency, conduct, performance and ethics.

Communication

To communicate simple and complex information effectively to patients, using a variety of verbal and graphic media appropriate to their needs and in order to maximise their understanding of their care.

To employ excellent communication skills in conveying at times complex information. To overcome barriers which may arise when patients are in pain or when patients or their carers are distressed or anxious. This may include imparting information which the patient or carer perceives as negative or is upsetting.

To communicate effectively verbally and in writing, with all members of the multi-disciplinary team.

To work effectively with a number of teams, within HCRG Care Group, GP practices, and physiotherapy departments when there is sometimes very little time available to spend with each team, making best use of electronic communication, attendance at meetings, reading minutes of meetings not attended etc.

To deal with informal complaints and support the professional lead in the management of formal complaints in line with trust guidelines. This may involve occasional exposure to verbal abuse.

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
<ul style="list-style-type: none"> Inspire Understand Communicate 	<ul style="list-style-type: none"> Challenge Improve Learn 	<ul style="list-style-type: none"> Accountability Involve Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 1998 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Member of Chartered Society of Physiotherapy
- Degree/Graduate Diploma in Physiotherapy
- HCPC Registration
- Demonstrable Continuing Professional Development and evidence of reflective learning
- Relevant post graduate training at masters level or equivalent
- Have a significant degree of recent experience of working at Senior level in out-patient physiotherapy settings
- Have previous and in depth experience of management of a wide range of musculoskeletal disorders, including pain management, orthopaedics and rheumatology
- Demonstrable experience of effective team working and leadership and of building good relationships with a range of teams and services
- Ability to work on own initiative
- Regularly lead training for physiotherapy and other staff groups
- Demonstrable knowledge of a range of specialist assessment and treatment approaches
- Advanced knowledge and skills in the management of musculoskeletal disorders
- Understanding of and compliance with the range of clinical governance requirements
- Current political drivers within health and social care, and their relevance
- Current evidence-based practice in the field
- Practical application of outcome measures

Desirable

- MSC in physiotherapy, or related subject
- Experience of working in primary care

Other requirements: The post holder must hold a valid UK driving license and have access to a car for community based roles. The work involves physical activity and may be emotionally and intellectually challenging

Employee signature

Manager signature
