

Job Title:	Podiatrist – Band 6
Reports to (job title):	Podiatry – Clinical Lead
Line Manager to:	

Job purpose

As a podiatrist, you will be supported by your senior clinicians and report to the Podiatry Clinical Lead which is led by a Therapy service manager. You will be expected to continue to learn and develop your clinical skills and supervise/ mentor junior podiatrist, podiatry assistants, podiatry students and other health care clinicians on work placement.

Base

Sittingbourne Memorial Hospital, ME10 4HG and covering Sittingbourne and Sheppey areas.

This post is responsible for

- To perform diabetic and high-risk assessment review clinics, where duties will include the assessment of foot pathology using appropriate equipment, Doppler evaluation and sensory/motor evaluation to identify risk factors, allowing the appropriate categorisation of high-risk patients
- To identify when patients require interventions from other professionals and/or departmental specialists following agreed referral pathways and adhere to eligibility criteria. To advise and request follow up patient, dependant on your professional judgement and clinical need appointments as necessary/appropriate
- To be actively engaged in operational tasks and issues.
- To supervise and monitor students on placement and lower grade clinicians.
- To communicate complex and highly sensitive information with patients, colleagues, administrative staff, other health care professionals. This may involve a range of verbal and non- verbal communication tools.
- To demonstrate highly developed skills of reasoning and persuasion when communicating with patients, relatives, carers when there are barriers to understanding. Considerable negotiation, persuasive skills and empathy and sensitivity are required. e.g discussion re lower limb amputation.
- Deal sensitively with patients or carers who have a high level of anxiety or aggression caused by their condition/ problems or their responsibilities.
- To provide specialised advice to community based colleagues and other members working within other clinical areas and primary care.

- To demonstrate and apply a sound understanding of clinical governance and risk management.
- To act professionally in relation to customer care and contribute to investigations/responses to any complaints in line with Trust policy.
- To decide priorities for own work area balancing patient related and professional demands ensuring these remain service led.
- Be able to work on own initiative.
- To provide peer support to all health care professionals Trust-wide with regard to all aspects of podiatry care and management .
- To ensure that all information relating to clients and staff gained through employment within the Trust is kept confidential and to note that disclosure to any unauthorised person is a serious disciplinary
- To develop and maintain skills required to practice, using developed communication and teaching skills to educate patients by using motivational and counselling techniques to facilitate change.
- Act as an effective role model to all healthcare professionals and as an expert resource on the management of foot health.
- Ensure safeguarding and mental capacity issues are recognised and dealt with appropriately.
- To participate in audits/research to monitor and develop the service in achieving identified outcomes NSF milestones and NICE guidelines and to influence change in the event of up to date research findings .
- Participate in and encourage sharing of best practice and knowledge at relevant local and national meetings/networks.
- To have knowledge and comply with Trust Policies and Procedures .
- To assist with education and training programmes for patients, all allied health care professionals and nurses working Trust wide .
- To manage own workload and support more junior team members to prioritise workload safely and effectively .
- To supervise assistant / technical grades and to take part in training of students and basic grade podiatrists, acting as a mentor when appropriate and to participate in observational placement of HCPC recognised schools of podiatry students.
- To monitor clinical waiting times, triaging referrals if required.
- To actively seek new knowledge, innovations and create appropriate change in line with risk management and professional boundaries.
- Promote, facilitate and participate in the provision of skill acquisitions.
- To lead, support, educate and motivate community colleagues to deliver optimum care.
- Effectively adapt communication techniques according to the individual needs of the patient e.g. the patient may have a learning disability, mental health problems, a confessional state, neurological condition or may not speak English as their first language.

Job Description

- Respond to telephone calls to the service, providing information, advice, reassurance and support to callers.
- To have working knowledge of IT skills working towards improvement of skills for the improvement of the service.
- To input data and information accurately and completely using the latest versions of policies and procedures in manual and electronic systems.

Key responsibilities

- Assess, diagnose and manage a caseload of complex patients.
- To evaluate clinical outcomes of your interventions
- A varied and changeable schedule of work
- To work independantly and as part of a team
- To ensure effective communication of complex and sensitive information to patients
- To maintain professional accurate and accountable patient records.
- To understand and apply policies and procedures for the service
- To develop a clinical speciality
- To undertake health education & service presentations

Proposed job plan

The applicant will have had clinical experience for at least one year and completed a programme of competences.

Excellent clinical and communication skills are essential as you will be providing a comprehensive high quality service to 'High Risk' patients in a variety of clinical and domiciliary locations and will need to be flexible to meet the needs of the service.

Staff are supported with appraisal, supervision and an induction programme as well as a mentor encouraging all podiatrists to enhance their clinical and professional skills as part of their personal development plan. We have close links with hospital MDT teams. We are part of the National Diabetes Audit.

We have specialist clinics for Assessments, Diabetes, Wound care, Nail Surgery and Musculoskeletal Podiatry.

The post would provide opportunity to develop skills in all of these areas once induction period completed.

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.

Job Description

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

- Degree in Podiatry
- HCPC Podiatry registration
- Qualified in local anaesthesia
- Post-graduate experience in development of clinical skills; minimum 1 year
- Must be able to drive and have access to a car to travel to various clinical sites
- Strong verbal communication skills
- Willingness to undertake professional development
- Ability to work under pressure and prioritise caseload
- Ability to work independently, without direct supervision
- Ability to carry out assessments, treatment planning and discharge where appropriate
- Clinical expertise in high risk wound management and off loading
- Clinical expertise in MSK assessment, treatment planning and orthotic prescriptions
- A knowledge of audit to develop clinical practice including clinical outcome measure tools
- To be able to work on your own initiative and problem solve
- To resolve patients concerns/ issues at source
- To be a flexible and adaptable clinician

Employee signature

Manager signature
