

Job Title:	Specialist Speech and Language Therapist
Reports to (job title):	Service Lead
Line Manager to:	XXX

## Job purpose

The post holder will provide assessment and intervention of speech, language, communication and swallowing needs, as part of a Multidisciplinary Team. They will be supported to develop effective clinical services, to meet the complex needs of people with a learning disability, autism or both who may at times communicate behaviour that challenges, particularly behaviour that presents risk to self or others. The post holder will work with service user, their families and key stakeholders to provide communication and Dysphagia support to service users within the borough of Swindon.

## Base

Locality Hub

## This post is responsible for

The post-holder will work together in the team to provide comprehensive, specialist SLT services to culturally diverse service users with a learning disability, autism and co-occurring conditions. Service users will have complex needs, including mental health problems, physical health issues and may display distressed behaviours/behaviours that challenge.

Responsibilities will include:

- Provision specialist SLT assessment, diagnosis and management of service users with mental health problems, working collaboratively with the service user and their clinical team towards shared treatment goals and to increase their quality of life.
- Provision of specialist communication, eating and drinking assessment and advice management and person centred care. To include educating, training and sharing skills with the MDT and key stakeholders as required.
- Provision of Speech and Language Therapy advice to others involved in service user care. As an autonomous practitioner, he/she will be responsible for their own work load, developing evidence based interventions and for the interpretation of agreed guidelines and policies within NHS and professional guidelines of HCPC and RCSLT.

## Key responsibilities

- To utilise theory, evidence-based literature and research to support evidence based practice in individual work and work with other team members.
- To participate, with support in clinical audits for Speech Therapy service and to be willing to engage in service evaluations, alongside the Lead Speech and Language Therapist.
- To work with the MDT to continue to advocate for the profession and to support the wider MDT when to make timely referrals for SLT services in line with service and pathway objectives.
- To develop a range of therapeutic interventions and care protocols which relate directly to the clinical needs of the service user and are evidence based.
- To support with the undertaking of relevant research and audit, utilising this to assist development of service delivery according to patient need. In addition, to be involved in clinical governance/audit projects.
- Promote multi-disciplinary and inter-agency liaison, collaborative practice and policy development within BNSSG, the Trust and wider agencies.
- To ensure that all interventions reflect current SLT best practice and adhere to professional standards.
- To assess, develop and implement specialist programmes of care and treatment to meet the needs of all service users, including complex cases, offering direct interventions for highly complex patients, indirect programmes carried out by other members of the team supported by the SLT for those with less complex needs, and developing, then supporting universal communication strategies for use by members of the MDT.
- To use assessment material and information to offer differential diagnosis in service users with complex Speech, language and communication presentations and needs.
- To be involved in the implementation of outcome measures for all therapeutic interventions.
- To work collaboratively with the service user's clinical team towards shared treatment goals with clear structured care plans.
- To maintain notes and provide reports on the service user's communication and Dysphagia needs to clinical teams within the trust and upon discharge inline with Service, Trust and professional guidelines and policies.

- To support with the delivery of a comprehensive and effective speech and language therapy service.
- To access appropriate training and supervision in line with professional standards, to maintain, improve skills in dysphagia assessment and treatment.
- To educate, train and share skills with other members of staff and key stakeholder involved in the service users care and treatment.
- Demonstrate developed auditory and perceptual skills in the assessment, diagnosis and treatment of complex patients with speech, language and communication needs.
- Exposure to aggressive behaviour of service user's and carers.
- Frequent and prolonged exposure to highly distressing or highly emotional circumstances. The backgrounds and presentation of many of these can present exceptional challenges both in working with the service users, in managing personal emotional responses and those of others e.g. carers.

## Financial

- Support with providing updates to Clinical lead on what is needed for the service and support with an annual inventory update for SLT resources across the service area.

## 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"> <li>• Inspire</li> <li>• Understand</li> <li>• Communicate</li> </ul>	<ul style="list-style-type: none"> <li>• Challenge</li> <li>• Improve</li> <li>• Learn</li> </ul>	<ul style="list-style-type: none"> <li>• Accountability</li> <li>• Involve</li> <li>• Resilience</li> </ul>

## 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 2018 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.

# Job Description

Employee signature

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Manager signature

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