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| Job Title: | Highly Specialist Respiratory Physiotherapist |
| Agenda for Change Banding | 7 |
| Line Manager | Clinical Service Manager |
| Responsible to: | Head of Operations |
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## Job Purpose

To work as a member of the specialist respiratory multidisciplinary team in providing expert clinical leadership and specialist physiotherapy services for patients with chronic respiratory conditions such as Chronic Obstructive Pulmonary Disease (COPD), Bronchiectasis, Pulmonary Fibrosis and Asthma within the Dartford Gravesend and Swanley (DGS) Community Integrated Neighbourhood Teams (INTs). This includes leading the delivery and development of Pulmonary Rehabilitation programmes in line with national guidance and local service needs.

The aim is to provide a holistic approach to:

* Maintain or improve symptoms
* Promote patient and carer self-management
* Reduce the frequency of exacerbations
* Improve functional ability
* Enhance quality of life
* Reduce hospital admissions

You will support and develop the Community Respiratory Service, with a focus on an integrated care delivery system. You will manage an efficient and effective Pulmonary Rehab Service, as an integral part of the Respiratory Service.

You will have excellent clinical reasoning skills, employed in a variety of care settings. These will be used to provide highly specialist advice and support to patients, to improve self-management of their condition.

You will ensure use of an evidence-based approach in selection of appropriate treatment options, such as advice, exercise prescription, respiratory retraining techniques, airway clearance, breathlessness management and provision of appropriate therapeutic adjuncts, aids and equipment.

You will lead on the implementation and audit of the Pulmonary Rehabilitation programme. This will be in line with current research and guidelines, and you will have the flexibility that is responsive to current challenges.

## Job Summary

* Lead planning, delivery, and evaluation of pulmonary rehabilitation programmes.
* Conduct advanced assessments and deliver evidence-based treatments.
* Support patient self-management to improve outcomes and reduce admissions.
* Collaborate across care settings to ensure integrated service delivery and facilitate early discharge.
* Supervise and mentor junior staff and students.
* Drive service audits, quality improvement, and clinical governance.
* Contribute to strategic development and business planning.
* Build and maintain professional networks with relevant stakeholders.
* Ensure compliance with HCPC, CSP, and organisational standards.
* Promote equitable access and tailor rehabilitation to individual needs.
* Respect privacy, dignity, and confidentiality.
* Participate in team meetings, supervision, and case conferences.
* Maintain accurate, compliant patient records.
* Plan and review treatment goals with patients, carers, and professionals.
* Communicate effectively to motivate and engage patients.
* Adapt communication to meet individual needs and ensure understanding.
* Obtain informed consent and work within legal frameworks for patients lacking capacity.

## Key Responsibilities

## Clinical Practice & Pulmonary Rehabilitation

* Lead the planning, delivery, and evaluation of Pulmonary Rehabilitation programmes for patients with chronic respiratory diseases.
* Ensure alignment with the latest BTS Clinical Statement (2023), including validated outcome measures, hybrid delivery models, and comprehensive exercise and education components.
* Perform advanced assessments and manage complex respiratory cases using evidence-based physiotherapy techniques across home, community, and clinical settings.
* Support patient self-management and reduce hospital admissions through education, health promotion, and personalised care planning.
* Identify and address anxiety using CBT-informed strategies; deliver psychological coping education and collaborate with mental health professionals for integrated care.
* Triage and manage unwell patients, escalating appropriately and supporting colleagues.

## Service Leadership & Development

* Lead and innovate within the Pulmonary Rehabilitation service, using audits, benchmarking, and patient feedback to improve access and outcomes.
* Contribute to strategic planning, service expansion, and business case development across care settings.
* Monitor service performance and contribute to meeting clinical and managerial targets.

## Multidisciplinary Collaboration

* Work closely with multidisciplinary teams across primary and secondary care to ensure integrated, evidence-based service delivery.
* Lead the development and implementation of care pathways and clinical policies within the MDT.

## Education, Mentorship & Workforce Development

* Mentor and supervise junior staff, students, and assistants, promoting clinical excellence and professional growth.
* Support staff induction, appraisals, and cross-professional training; act as a clinical role model and uphold departmental standards.
* Deliver presentations and contribute to internal and external forums to influence practice and strategy.

## Governance, Quality & Safety

* Lead audits, quality improvement initiatives, and contribute to clinical governance and research activities.
* Ensure compliance with HCPC, CSP, and organisational standards, including documentation, incident reporting, and safe equipment use.
* Assess and manage clinical risk, including lone working in the community.

## Professional Standards & Digital Competence

* Maintain accurate records, a CPD portfolio, and engage in reflective practice, mandatory training, and digital innovation.
* Competent in oxygen assessment and prescription (including capillary blood gas analysis) following appropriate training.
* Use digital tools for documentation, reporting, and service development; contribute to performance data and contractual targets.

This job description is intended to provide a broad outline of the role. The post holder may be required to carry out other duties commensurate with their banding and competence.

## 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.

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| **Care** | **Think** | **Do** |
| * Inspire * Understand * Communicate | * Challenge * Improve * Learn | * 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 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](https://protect.checkpoint.com/v2/r06/___https://www.nhsx.nhs.uk/media/documents/NHSX_Records_Management_CoP_V7.pdf___.ZXV3MjpoY3JnY2FyZWdyb3VwOmM6bzpiMmFjYTgwYTk0YjE0NDI0NTdmYjA4YTM1ZTVlYmFjODo3OjNkY2M6MWZkZGFlZGE0OGVkYjBjZDAxMTk4ZjIzYWE0NzYxMmVhMWEwNjA0NWQ1ZTgwMTgyNDYzNWNhYmU2ZTEwZTM2YTpwOlQ6Rg) , [NHS Constitution](https://protect.checkpoint.com/v2/r06/___http://www.nhs.uk/choiceintheNHS/Rightsandpledges/NHSConstitution/Pages/Overview.aspx___.ZXV3MjpoY3JnY2FyZWdyb3VwOmM6bzpiMmFjYTgwYTk0YjE0NDI0NTdmYjA4YTM1ZTVlYmFjODo3OmVkYWI6MDE1YTkwOTVlMjEwZjhhNDQwM2JjMTk0Y2JmY2UwZGUwMDRmYTllMGFmZTU0YjcyOTU3N2MxNzUwMGQzMzM2ZTpwOlQ6Rg) and [HSCIC Code of Practice on Confidential Information](https://protect.checkpoint.com/v2/r06/___https://digital.nhs.uk/data-and-information/looking-after-information/data-security-and-information-governance/codes-of-practice-for-handling-information-in-health-and-care/code-of-practice-on-confidential-information___.ZXV3MjpoY3JnY2FyZWdyb3VwOmM6bzpiMmFjYTgwYTk0YjE0NDI0NTdmYjA4YTM1ZTVlYmFjODo3OmNiYzA6NDdmZTRhZGU5ZDZjMzMyNTQ0YWE1MDFkYWMzYWYwZThhYzNiMTdlMTlhOTcxOWU4OTgzMDEyODkxNWU5NWU2ZTpwOlQ6Rg) 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- where appropriate:

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 Criteria

* Degree in Physiotherapy or equivalent.
* HCPC registration and membership of the Chartered Society of Physiotherapy.
* Relevant postgraduate training and teaching/mentorship qualifications.
* Car driver with access to a vehicle for work purposes.

## **Desirable Criteria**

## Clinical Expertise

* Significant post-registration experience in respiratory care and managing complex cases.
* Broad clinical experience, including autonomous caseload management and community-based care.
* Sound clinical reasoning, specialist assessment skills, and knowledge of chronic lung disease and respiratory management approaches.

## Professional Practice

* Experience in multi-professional and cross-organisational working.
* Proven ability to apply evidence-based practice and contribute to service development.
* Mentorship experience and ability to supervise staff and students.

## Leadership & Management

* Experience in HR functions such as recruitment, performance management, and managing absence.
* Demonstrated leadership skills and ability to manage competing priorities and deadlines.

## Communication & Digital Skills

* Excellent interpersonal and communication skills.
* IT literate with proficiency in relevant software and digital tools.
* Experience in presenting and sharing knowledge internally and externally.

## Personal Attributes

* Flexible and holistic approach to patient care.
* Strong problem-solving skills and initiative.
* Commitment to ongoing professional development and reflective practice.

## Other requirements:

* Car driver and vehicle available for work purposes

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| Employee signature |
| Manager signature |