

Job Title:	Cardiac Rehabilitation Practitioner (Physiotherapist / Nurse) Band 6
Reports to (job title):	Band 7 Cardiac Rehabilitation Practitioner
Line Manager to:	Band 3 Cardiac Rehabilitation Support Worker

Job purpose

Base Wiltshire location – Expected to travels across Wiltshire Locality (may be required to travel throughout BaNES, Swindon and Wiltshire on occasions)

Hours 32.0 hours – Working hours between Monday and Friday 09:00-17:00 (flexibility will be required)

This post is responsible for

To enhance the quality of life for people with heart failure by.

- Leading and assisting in the delivery of phase three heart failure rehab classes
- Working with heart failure patients in their own homes to improve their quality of life and reduce the impact of symptoms, through achieving maximum medical therapy
- Adhere to local policies and national / local guidelines for Cardiac Rehabilitation, NICE, BACPR.
- Provide specialist assessment, advice, rehabilitation, support, information, and development of evidence-based care pathways.
- To support or instruct the exercise component of the cardiac rehabilitation programme
- Support and lead of the support groups
- Develop and support the lead in developing the service

Principal Duties and Key responsibilities

1. Clinical

1.1 Provide timely and effective cardiac rehab to patients according to clinical protocols and service priorities.

1.2 Ensure patients receive a high standard of clinical care and that you meet the standards expected from own professional body.

1.3 Use investigative and analytical skills to undertake a comprehensive, specialist assessment of the patient.

1.4 Plan and implement cardiac rehab interventions in partnership with the service user, with the carer as necessary and in consultation with colleagues.

- 1.5 Plan and organise to carry out assessment and interventions in the most appropriate setting.
- 1.6 Promote and encourage exercise regimes and patient self-management skills.
- 1.7 Monitor and evaluate the outcome of cardiac rehab interventions in partnership with the service user if possible, with the carer if necessary and in consultation with colleagues.
- 1.8 Collaborate with the MDT to develop and improve patient pathways.
- 1.9 Provide advice, teaching and instruction for relatives, carers, and other health professionals.
- 1.10 Refer patients to other members of the MDT where appropriate such as smoking cessation, dieticians, and psychology.
- 1.11 Supervise health care students.
- 1.12 Use highly developed communication skills to establish good working relationships with colleagues, service users and carers including the use of agile technologies and SystemOne.
- 1.13 Use verbal and non-verbal communication skills and sensitivity with patients, relatives, and carers to overcome barriers to communicate, e.g. loss of hearing, language barriers. Use Trust Interpreting Service as appropriate.

2. Leadership and Management

- 2.1 Follow supervision guidelines and consult with Clinical Lead to ensure optimum outcome for complex patients with clear presentation of complex facts and analysis to enable effective decision making.
- 2.2 Contribute to the planning and development of the Cardiac Rehab Service in partnership with team members, team lead and operational managers.
- 2.3 Take responsibility and lead on delegated tasks and service development activities.
- 2.4 Communicate effectively within the immediate team, MDT and with other internal and external organisations, e.g. Primary Care, INT and Voluntary Sectors.
- 2.5 Ensure equipment is stored in adherence with to relevant policies and that you are up to date with competencies to use equipment within the Cardiac Rehab Service.
- 2.6 Contribute to the development of cardiac rehab protocols, policies and procedures designed to improve patient care and experience.
- 2.7 Adhere to Health & Safety Policies and Procedures.
- 2.8 Raise incidents and near misses using the incident reporting systems.

3. Personal and Professional Development

3.1 Adhere to the Health and Care Professions Council (HCPC) / Nursing and Midwifery (NMC) Standards of Proficiency and Code of Ethics and Professional Conduct for own profession and maintain current professional registration.

3.2 Maintain own continuing professional development (CPD) by keeping abreast of new trends and developments, use of reflective practice and incorporating learning into working practice.

3.3 Be a role model for professional behaviours in all aspects of practice.

3.4 Ensure compliance with supervision and appraisal standards.

3.5 Support team to participate in relevant internal and external research and quality improvement projects.

3.6 Establish links with other clinicians specialising in Cardiac Rehab through regional and national groups to promote sharing of good practice and evidence-based research.

3.7 To attend BACPR/BASES study days or conferences alongside other relevant training and education opportunities and to feedback to team and students.

4. Service Improvement and Governance

4.1 Evaluate individual and group interventions using outcome measures and audit and implement necessary service improvements.

4.2 Keep abreast of new research and clinical developments

4.3 Respond to requests for information and actions in a timely manner.

4.4 Participate in the development of risk assessments strategies for the Cardiac Rehab Service.

4.5 Attend Cardiac Rehab Clinical Governance Meetings and contribute to the operational planning and monitoring of the service.

4.6 Ensure maintenance of accurate, comprehensive, and up-to-date documentation in line with professional, legal, and service requirements.

4.7 Communicate clinical and personal information confidentially and in an appropriate format.

4.8 Follow Organisation and Departmental Policies and Guidelines.

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 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.

Personal Specification

Essential

- Current HCP registration
- Minimum 2 years post registration experience in cardiology/ cardiothoracics
- Teaching experience
- Experience of evaluating clinical care
- Knowledge of national policies & directives that impact on service delivery eg NICE
- Good interpersonal skills
- Works well as part of a team and independently
- Research awareness
- Full valid UK driving licence
- Access to an Insured/MOT and road worthy car

Desirable

- Educated at or working towards master level qualification
- Health promotion activities



Job Description

Employee signature

Manager signature
