

Job Title: Deputy Head of Physiotherapy

Department:	Health & Community Services	
Section:	Clinical Support Services & Cancer Care Group	
Reports to:	Head of Physiotherapy	
JE Ref:	HCS1263	
Grade:	CS12	JE Date: 27/11/2023

Job purpose

Operationally and clinically manage Physiotherapy (PT) Services, deputising for the Head of Service as required and co-ordinating policies and procedures relating to Clinical Governance and standards of care, in order to promote best practice across the services. Support the Head of Physiotherapy in leading and advising on Physiotherapy & Rehabilitation provision throughout the Government of Jersey.

Lead, develop and provide a specialist Physiotherapy service for specified client groups and provide a professional resource for other disciplines so that the contribution of Physiotherapy can be integrated within the total service provision.

Job specific outcomes

1. Assist the Head of Physiotherapy in the development and direction of the Physiotherapy service. Support the Head Physiotherapist with organisational wide strategic planning and service developments.
2. Support the Head of Physiotherapy in leading, planning, developing and evaluating the PT service, facilitating change and implementing solutions to ensure high standards of patient-centric service delivery and value for money. Establishing maintaining and monitoring quality assurance programmes to ensure compliance with agreed internal and external standards.
3. Disseminate, interpret, share, implement and monitor Government and National policies, standards and guidelines across the PT Service to ensure that work is conducted in accordance with organisational/service policies and within health and safety regulations, e.g. development of Governance framework and risk assessments for the service.

4. Manage, advise and support Senior qualified staff, trainees and support staff through direct line management and clinical supervision to ensure that staff receive the support they need to deliver their roles to the best of their abilities and to support their continuing professional development. Take a lead in co-ordinating the training and development programme for the PT Service.
5. Lead on staff recruitment, selection, retention and rotations. Ensure HR policies, procedures and documentation are completed, including absence management and performance management.
6. Give advice, support & guidance to staff through the process of dealing with conflict resolution and/or a complaint. Communicate with staff/client/carer who has made the complaint as required to ensure a satisfactory resolution to the issue and continuous service improvement.
7. Manage a clinical caseload of complex clients as a senior practitioner. Ensure that cases are effectively managed within time and manpower constraints, and ensure all clients receive comprehensive, holistic assessment using a variety of clinical skills and individual intervention programmes in order to promote maximum independence. This includes specialist assessment, evaluation, advice and training to clients, families and other professional staff on the management of disability, prevention of deformity and deterioration, management of environmental factors and maximising rehabilitation potential.
8. Deliver professional evaluation, consultation, advice and training to clients, carers, relatives, other professional staff within the hospital and community. Provide education to the voluntary sector as appropriate and represent the Physiotherapy profession in providing career information to local students.
9. Maintain appropriate and timely client records of assessment, intervention and progress to monitor effectiveness of intervention and to facilitate treatment planning and long-term client management. Reviewing relevant statistics for planning and monitoring the effectiveness of intervention, and for auditing the efficacy and effectiveness of the Physiotherapy service according to departmental and national guidelines.

Statutory responsibilities

- The postholder will have to comply with all relevant States Laws, such as the Health and
- Safety at Work (Jersey) Law 1989 and any other associated legislation, Standing Orders, Financial Directions, and other relevant Codes of Practice, in respect of managing the key project deliverables of programmes and costs through the active management of procurement, approval, financial and administrative procedures.
- To be responsible for your own health and safety and that of your colleagues, in accordance with the Health and Safety at Work (Jersey) Law, 1989
- To work in accordance with the Data Protection (Jersey) Law;
- This role is politically restricted. The jobholder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or

publicly supporting someone who is standing for election or playing a public part in any political manner.

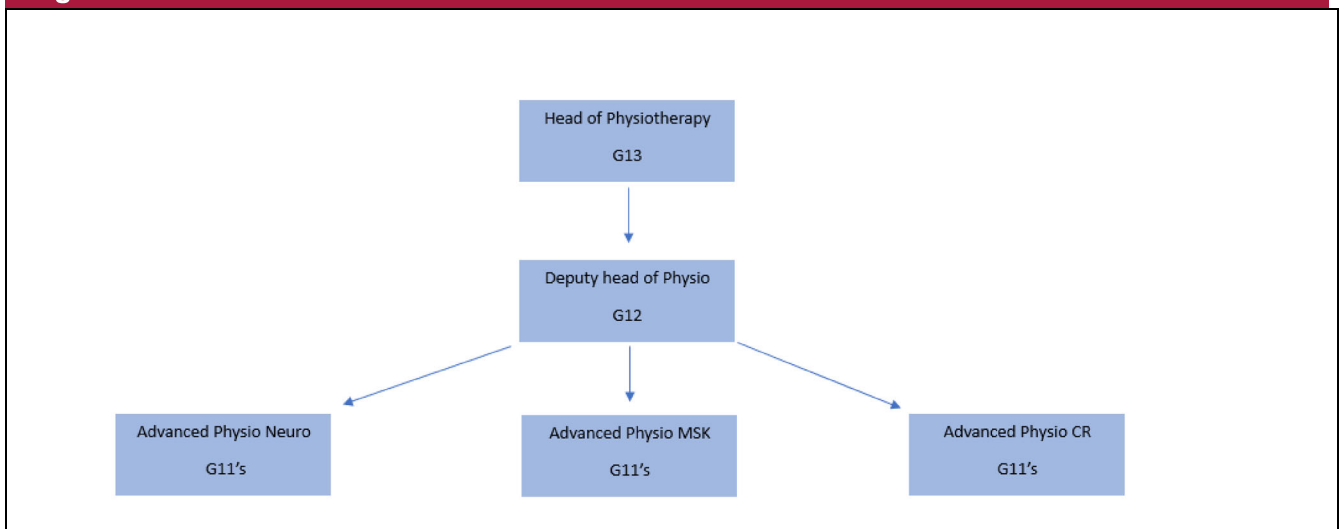
Services (TIER 1,2 and 3 jobs only-DELETE if not applicable)

- List the primary service areas that are accountable to the role
- XX
- XX

Organisational structure



Organisation chart



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Diploma or degree in Physiotherapy.</p> <p>Postgraduate management qualification at Level 7 or equivalent, practical management experience, including the supervision, recruitment and selection of qualified and support staff.</p> <p>Professional portfolio demonstrating experience and evidence of CPD.</p> <p>Current registration with the Health & Care Professions Council and be registered as a Physiotherapist under the Health Care (Registration) Jersey Law 1995.</p>	
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Advanced and practical knowledge of Physiotherapy models of practice and treatment approaches in area of specialty (i.e. Bobath approach, Mackenzie technique, Maitland approach, Carr and Shepherd approach)</p>	<p>Awareness of the roles of other services (Health, Social Care and Education) and the interface with Physiotherapy</p>

	<p>Knowledge of Health & Social Care legislation and current practice. Detailed knowledge of the principles of clinical governance and its application/ implementation.</p> <p>Detailed knowledge of Health Service development plans and of new and existing services, service innovations and sustainable health and social care initiatives.</p> <p>Experience of training/ teaching others and providing clinical supervision at a Senior level.</p> <p>Extensive and detailed knowledge of treatment modalities, aids and equipment and adaptations. Including knowledge of the support services in Physiotherapy and how they operate.</p> <p>Good experience of disseminating information to a variety of settings/ professionals and engaging with a variety of stakeholders.</p>	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Able to demonstrate a range of information technology skills i.e. an ability to effectively use IT equipment and role critical software.</p>	
<p>General Skills/Attributes</p>	<p>Strong relationship building with both internal and external</p>	

<p><i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>stakeholders up to and including at a senior level, and especially to develop good therapeutic relationships with clients and working relationships with staff.</p> <p>Able to understand and manage a range of complex facts or situations requiring analysis.</p> <p>Strong problem-solving acumen with advanced negotiation skills.</p> <p>Excellent communication; verbal and written. Communicates effectively across all levels and media.</p> <p>Ability to adapt personal style in order to influence others and gain support for ideas. Demonstrates empathy towards individual clients and staff</p> <p>Supports the development of and shares learning with other members of staff.</p> <p>Able to remain professional and effective under pressure. Strong ability in conflict management.</p> <p>Committed to continuous service improvement also continued professional development for</p>	
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	<p>themselves and their team.</p> <p>Self-directed and resourceful.</p> <p>Autonomous practitioner with flexible approach to work and ability to work under time constraints.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Significant post qualification experience including a good level of experience of working in a specialised clinical environment.</p> <p>Extensive experience of supervision & line management of qualified & unqualified staff.</p> <p>Previous experience of operational management & leading a team of staff.</p> <p>Experience in the application of PT assessments and interventions relevant to client group.</p> <p>Experience of reviewing, reflecting and critically appraising own practice and performance through CPD and professional/operational supervision and appraisal that is in line with national and local guidelines.</p> <p>Experience of working autonomously, setting priorities, working under pressure and actively</p>	

	<p>managing PT clinical risks, where appropriate.</p> <p>Experience in analysing professional and ethical issues.</p> <p>Experience of initiating new practises at a complex level.</p>	
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Personal Attributes

Delete as appropriate:

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 4 core accountabilities attributes and behaviour indicators.