

## Job Description

### Title: Therapy Technician (Physio/OT) Medical Therapy Team

**Band:** 3

**Reports to:** Medical Therapy Team Lead

#### Job Summary:

- To undertake specific skilled physiotherapy and occupational therapy support work to aid the rehabilitation of patients in preparation for discharge
- To accept patients referred by an OT or physiotherapist and carry as own patient caseload. Treat
- To implement treatment programmes, monitoring patient progression and make minor alteration to patient treatment programmes as required according to set treatment protocols.
- Work unsupervised reporting back patient progress and informing the referring therapist of any problems.
- Be responsible for non-professional duties in the provision of therapy (PT & OT) services within a designated clinical team.
- Order and issue non-complex OT equipment and issue simple mobility aids and splints

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#### Key Responsibilities:

- To provide therapy intervention as part of a specific patient treatment plan agreed and documented following an assessment by an OT or physiotherapist. Working without direct supervision by a therapist
- To assist the therapist in the provision of treatment programmes to patients within a designated clinical area. Receives instruction on a daily basis but can work independently. E.g. patients' home, clinics/outpatients or on the ward.
- Instruct patients and carers providing direction and guidance on a range of physical therapy, functional and mobility activities, as part of own clinical work or as directed by the physiotherapist.
- To order, issue and instruct patients in the use of simple OT equipment as directed by a registered OT
- To issue and instruct patients in the use of simple mobility aids & splints as directed by a registered Physiotherapist
- Use skills of tact, diplomacy, and gentle persuasion to enhance patients' compliance in treatment programmes. This may involve treating patients with speech impediments, deafness, and other disabilities or where English is not the first language.
- Manage own workload programme.
- Have confidence with Information Technology.

- Make accurate records of work undertaken to comply with Trust and Service requirements for documentation and activity monitoring. Compile any statistical data concerning patients on a data base if required. Ensuring patient confidentiality at all times
- To assist in simple administrative procedures as required by the therapists as part of everyday activities.
- Have the ability to handle patients with mobility problems, in an enabling way. This may include the use of hoists, wheelchairs, walking aids etc.
- To prepare and maintain apparatus and equipment identifying defects, hazards and equipment failure and notifying relevant manager.
- To maintain the safety of designated clinical environment according to local policy., COSHH and Health and Safety regulations.
- To watch for patient emergencies and know how to summon help.
- To liaise with other members of the multidisciplinary team referring to other disciplines as appropriate.
- To actively participate in the delivery of In-service training newly appointed physiotherapy assistants in basic elements of patient care, safety and induction into the department.
- Contribute to development of patient care by attending relevant team, departmental or other appropriate meetings and comment on recommended changes to clinical care or service provision.
- Take part in trust IPR process and PDP, identifying any training needs and developing a programme for CPD.
- To comply with Trust/departmental policies regarding incident reporting.
- To read, understand and adhere to Trust and departmental policies.
- To collect and submit data as required for the service
- Weekend working/Shift patterns/relevant TOIL.
- Adherence to relevant Lone Working Policy.

## **General**

### **Physical Effort**

- Frequent handling of patients often with mobility problems, can involve use of wheelchairs, hoists etc. and supporting patients while walking.
- Moving patients from lying to sitting; sitting to standing etc.

### **Mental**

- Occasionally manage sensitive situations with patients, difficult or aggressive patients

### **Emotional**

- Occasional exposure to distressing circumstances, patients receiving unwelcome news, care of terminally ill patients, elderly patients etc.

### **Working Conditions**

- Frequent exposure to unpleasant smells, fluids e.g. urine, sputum etc.
- Cramped space working in patients own homes.
- Pace of work is often fast with the need to be flexible and adaptable to meet patient and service needs

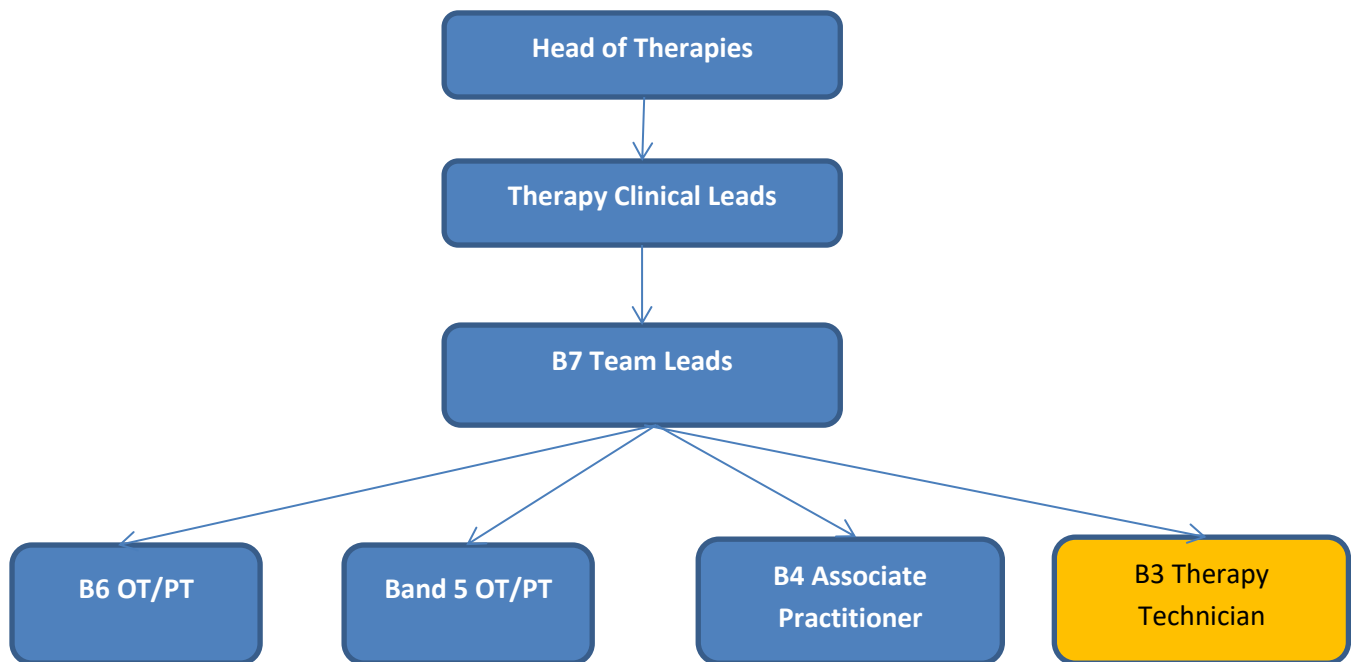
### **Other**

- Maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training.
- Always keep requirements in mind and seek out to improve, including achieving customer service performance targets.
- Adhere to Trust policies and procedures, e.g. Health and Safety at Work, Equal Opportunities, and No Smoking.
- Act in such a way that at all times the health and well being of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an

essential requirement for all employees. In addition, all staff are expected to complete essential/mandatory training in this area.

- Respect the confidentiality of all matters that they may learn relating to their employment and other members of staff. All staff are expected to respect conform to the requirements of the Data Protection Act 1998, including the responsibility to ensure that personal data is accurate and kept up to date

## Organisational Chart



### Management Essentials

We are proud to offer a comprehensive development programme, Management Essentials, designed to equip staff with the skills and knowledge to become effective managers.

This post has been identified as a role that will benefit from this training, and you will be able to enrol in both mandatory and, relevant, optional modules upon commencement with the Trust.

Please click [here](#) for further information on the Management Essentials programme.



### Leadership Insights

Additionally, our new leadership development programme, Leadership Insights, aims to help all newly promoted, existing and aspiring leaders, at every level at the Trust, to recognise, reflect and role model the core principles of people-centred leadership.

If, this is of interest to you, you will be able to enrol upon commencement with the Trust.

Please click [here](#) for further information on the Leadership Insights programme.

## Person Specification E = Essential, D = Desirable

### Person Specification

#### Qualifications

- Maths & English GCSEs (grades 9-4 or A\*-C) OR Functional skills level 2 in English & Maths (E)
- Care Certificate (E) – This should be completed within 3 months of joining the Trust
- Level 3 Apprenticeship or equivalent (D)

#### Experience

- Previous healthcare experience, particularly within therapy (D)
- Self-Resilient (E)
- Approachable and sensitive to the needs of others (E)
- Ability to recognise personal risk. (E)
- Able to participate in manual handling of patients and equipment where necessary. (D)
- Experience of liaising with other agencies.
- Ability to handle stress/pressure of work

#### Skills and Knowledge

- Understand the role of the therapy team within an acute Trust (D)
- Ability to work safely under own initiative. (E)
- Self-motivated. (E)
- Skilled in motivating others.(D)
- Able to use a computer keyboard. (E)
- Ability to travel between sites and community settings. (E)
- Knowledge of the underpinning philosophy of rehabilitation. (E)
- An awareness of one's personal and professional limitations. (E)
- Commitment to personal development. (E)
- Knowledge of health and social care issues.(D)
- Understand the importance of patient confidentiality (E)

#### Working Together:

##### For Patients

- Demonstrate an understanding of the importance of quality of care (E)

##### With Compassion

- Treat everyone equally (E)
- Respects the privacy and dignity of individuals

##### As One Team

- Ability to work efficiently, effectively, and professionally in a multidisciplinary team (E)
- Demonstrate that you value everyone's contribution (E)

##### Always Improving

- Understand the need to improve efficiency and the importance of reducing waste (E)
- Demonstrate that you will be open to improving everything you do (E)
- Job holders are required to act in such a way that at all times the health and well being of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an essential requirement for all employees. In addition all staff are expected to complete essential/mandatory training in this area.

