

JOB TITLE

Candidate Pack



Job Summary

This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.

- You will work as a lead therapist, helping patients with complex needs, including those with communication and swallowing problems.
- You will assess and treat patients, plan their care, and support safe discharge from hospital.
- You will give expert advice to other staff and help train team members and students.
- You will manage your own workload and support service improvements.
- You will use specialist equipment safely and follow all health and safety rules.
- You will work closely with patients, carers and other healthcare staff to make sure care is safe and effective.

Job Description

Job title:	Highly Specialist Speech Therapist & Clinical Lead in Dementia
Grade:	7
Site:	The Princess Royal Hospital, Telford (with requirement to work across site)
Accountable to:	Team Co-ordinator
DBS required:	Enhanced

Main Duties

- 2.1 The post holder will work as a specialist autonomous practitioner to perform advanced assessment of patients with diverse presentations. To use advanced clinical reasoning to diagnose / interpret and then develop, deliver and adapt individualised treatment plans for patients with communication and swallowing deficits.
- To act as Lead clinician for Dementia patients / service and to provide highly specialist assessment, diagnosis and Speech & Language Therapy intervention for clients referred in line with Professional Guidelines.
- This includes provision into pt's own homes/care homes or hospices/ day centres as required.
- To participate as appropriate in own professional clinical area out of hours / weekend rota and the collective Therapy major incident response rota providing high quality patient care and specialist medical advice to medical and nursing staff.

- To ensure that contemporaneous treatment records discharge summaries and activity data are maintained in accordance with Trust and Professional standards and where appropriate other members of the team.
- To be responsible for organising and planning own caseload and where appropriate other members of the team, to ensure the needs of the service are met, readjusting plans as situations and priorities change.
- To maintain a professional portfolio for continuing professional development to demonstrate specialist clinical competencies and compliance with Trust policies and Professional Code of Conduct.
- To create an environment that supports lifelong learning through provision of advanced pre and post registration training.
- To act as a source of expert advice for therapy colleagues, nursing and medical staff and other MDT members providing professional or clinical advice and discussing complex cases. To advise and liaise with the professional lead Speech and Language Therapist in matters concerned with specialist areas.
- To provide induction, supervision, assessment and training to students on clinical placement, liaising with the student coordinators as appropriate.
- To regularly undertake audit activity as part of a role. To critically evaluate research and apply where appropriate to practice and demonstrate a knowledge and understanding of national guidelines and legislation to ensure this knowledge is disseminated to the Therapy Manager, Professional Head and the wider MDT.
- To assess patients understanding of treatment offered, gain consent and have the ability to work within the legal framework with patients who lack capacity to consent to treatment as outlines in the Trust's consent guidelines

Management / Leadership:

- To manage own caseload and time effectively and efficiently responding appropriately to frequently changing demands, and unexpected urgent changes.
- To adhere to Trust and Professional policies and procedures regarding own advanced role and contribute to their ongoing development and review.
- To ensure all aspects of clinical governance are dealt with efficiently and effectively e.g. Datix reports are completed when required, patient complaints are processed in a timely manner and all mandatory training is completed when required.
- To propose changes for own service where appropriate and liaising with other disciplines when these protocols and guidelines impact on other clinical areas and professions.
- To work collaboratively with the Therapy Manager and Quality Improvement Leads to evaluate activity, outcomes and effectiveness to ensure the service delivery is of the highest standard possible.
- To participate in recruitment and selection process when required.

- To work collaboratively with the Therapy Manager and Quality Improvement Lead to deliver service improvement.

Decisions, judgements and freedom to act:

- To be professionally and legal accountable for all aspects of own work including the management of patients working to a specific agreed job plan.
- The post holder will use advanced analysis and judgement and make independent complex decisions during the assessment process to arrive at a diagnosis and then plan a programme of treatment.
- To be professionally accountable for own and teams actions and aware of professional boundaries.
- To report to the Therapy Manager and participate in annual appraisal.
- To participate in supervision in accordance with Therapy Centre / Trust policy and undertake appraisals.
- To advise Therapy Centre, Trust and external colleagues on clinical and service issues, assisting then in complex decision making regarding clinical and operational decisions.
- To be proactive in developing and implementing policies, procedures, guidelines and protocols specifically for the management of the services within the posts remit.

Communication and relationships:

- To communicate complex information to users of the service and their carers, regarding their condition and treatment options using advanced communication skills to convey contentious or sensitive information where there are barriers to misunderstanding. To support the wider MDT and Therapy teams to communicate effectively when appropriate.
- To be an advocate for all of the therapy professions within the Centre and maintain an appropriate network of external contacts.
- To develop and maintain effective communication, feedback and engagement with customers of the service, including Consultants, GP`s, patients and carers. The focus will also include promotional work with referring agents, other trust services, community / primary care, social care, voluntary and private sectors.
- To work with the Coordinators or TQIL to manage any complaints regarding the service ensuring that they are dealt with in a prompt and professional manner.
- To develop and maintain IT skills to support communication requirements.

Systems and Equipment:

- To use appropriate equipment within the remit of the post, adhering to agreed instructions / manufactures guidelines.
- To be responsible for own safety and competent use of all equipment used by staff by ensuring all staff attain and maintain the required competency levels through attending induction and ongoing annual equipment training sessions.
- To demonstrate the safe use of equipment loaned to patients, ensuring documentation is complete and instruction given.
- To keep up to date with new developments in equipment and technology in order to maintain own and the teams competency levels in order to advise others e.g. regarding procurement.
- To be responsible for the sourcing and purchasing of equipment ensuring that cost and quality issues are taken into consideration when suppliers are selected and liaising with the Therapy Manager regarding decisions.
- To undertake annual Trust and professional statutory training to maintain competency in safe use of all equipment and to keep records of own attendance.
- To assist the Centre Manager in the development and maintenance of appropriate information management systems.
- To use correct procedures with regard to the safe and competent prescriptions, issue, use and retrieval of Therapy equipment.
- To acquire a robust understanding of the Trust Cardiac arrest and emergency procedures and to understand the Therapy role.

Physical, Mental and Emotional demands of the job

- To perform tasks involving the handling of patients or loads on a frequent, sometimes unavoidable and repetitive basis- as applicable to the role (refer to the clinical section)
- The workload is frequently very complex and challenging, and is usually delivered under significant time constraints.
- The post holder will be imparting unwelcome or sensitive news on a frequent basis, regarding treatment outcomes, rehabilitation prospects or condition deterioration.
- To develop and maintain an ability to cope with and prioritise many unexpected work demands and deadlines.
- To develop own competences in handling the complexity of issues relating to the management of people and frequently be required to deal with distressed or unpredictable behaviour from patients, their carers and staff members, for example, when dealing with complaints and patients / carers.
- There is a frequent requirement for periods of prolong concentration.
- The post holder will frequently encounter unpleasant working conditions.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • As required for entry into educational establishment for professional training • Qualifications in English and maths at GCSE level or equivalent • Degree in Speech & Language Therapy. • Registered with Health Care Professions Council and RCSLT • Evidence of highly specialist clinical training in relevant areas to include voice. • Knowledge and ability to assess and treat a range of communication and dysphagia presentations in patients with dementia. • Active membership of a dementia CEN. 	<ul style="list-style-type: none"> • MSc or willingness to study to MSc level.
Experience	<ul style="list-style-type: none"> • Evidence of extensive experience in relevant area of clinical practice – communication and swallowing disorders in Patients with dementia. • Evidence of teaching / presentation experience • Experience in audit and research • Familiarity with working in critical care setting • Experience of integrated working 	
Knowledge and skills	<ul style="list-style-type: none"> • Evidence of CPD maintained in a Portfolio including attendance at recent post graduate courses relevant to the clinical field, commensurate with post and management aspects of role • Significant understanding of current NHS strategy and plans • Significant understanding of Clinical Governance • Relevant evidence based practice. 	

	<ul style="list-style-type: none"> • Highly specialist level of knowledge and advanced clinical reasoning skills to support expert clinical practice • Literature Searching / Audit and research • Competency in treating communication and dysphagia disorders in patients with dementia. • Excellent written and verbal communication skills, including presentation skills • Experience of communicating difficult and / or complex messages to service users and team members • Proven team leadership ability • Ability to motivate and inspire patients and colleagues • Highly specialist analytical and problem solving skills • Organisation, planning, prioritisation and decision making skills • Ability to work under pressure and meet deadlines • Ability to cope with working in a stressful environment. • Flexibility and reliability • Clinical supervision, teaching, mentorship and appraisal skills • Ability to use own initiative appropriately • Empathy and understanding • Relevant IT Skills 	
Other	<ul style="list-style-type: none"> • Satisfactory DBS • Ability to meet the travel requirements of the post. • Flexible working including working across 7 days / week to meet service requirements 	

General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health and safety

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

Infection prevention and control (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

Information governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the

Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.

Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional standards and performance review

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

Safeguarding children and vulnerable adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

Social responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous improvement

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH

continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

