

Job title:	Advanced Practitioner – First Contact Practitioner Professional background: in Physiotherapy, Podiatry, Occupational Therapy or Osteopathy
Grade:	Band 8a: £44,606 - £50,819 (dependent on skill and experience) pro-rata. Full time and part time considered
Reports to:	Professional Lead
Accountable to:	Community Services Lead
Location:	Central Sussex MSK Area Bases in Brighton, Crawley, Mid Sussex and Horsham

About the Sussex MSK Partnership

Sussex MSK Partnership is a new, unique and innovative expert MSK delivery organisation that combines the best of our local NHS, specialist orthopaedic knowledge to deliver clinical designed and driven pathways of care to a single standard of quality and excellence for all patients designed according to their specific needs. This is a contract let by the Commissioners of Crawley, Horsham and Mid-Sussex and Brighton and Hove.

The Sussex MSK Partnership ('the Partnership') is made up of the following organisations:

Brighton and Hove Integrated Care Service (HERE)

Sussex Community NHS Foundation Trust (SCFT)

The postholder will be employed by HERE unless already employed by SCFT.

Job Summary

To work autonomously as an advanced practitioner and First Contact Practitioner using advanced clinical skills to assess, investigate, diagnose, treat and manage patients with musculoskeletal conditions. Patients may have co-existing diverse medical, neurological and complex physical and psychological conditions alongside their musculoskeletal presentation.

Communication and Working Relationships

- a) To be responsible for maintaining accurate and comprehensive patient treatment records in line with SCFT & HERE policies, professional standards of practice and service guidelines.
- b) To be available to present and share information to appropriate forums relevant to the role.
- c) To communicate a complexity of information to clients and carers where there may be significant barriers to understanding. This information may be distressing to clients and carers and may be associated with a high degree of emotion and conflict. This requires empathy, reassurance and negotiation skills and the ability to communicate effectively with aggressive, emotionally labile patients or those with psychological problems.
- d) To maintain effective lines of communication and effective working relationships with colleagues across the service in the multidisciplinary team, in order to provide optimum patient care.
- e) Initiate and maintain contacts with local clinical interest groups appropriate to the role and the Musculoskeletal Service.
- f) Attend and actively participate in multi-disciplinary meetings and / or case conferences appropriate to clinical speciality.
- g) To communicate effectively with colleagues in primary and secondary care to ensure optimum lines of communication between services and exchange of information regarding individual patients. This will include information regarding the results of the patient's clinical assessment in relation to on-going clinical management.

Key Responsibilities

- a) To utilise highly specialist assessment skills to determine clinical diagnosis with access to investigations and to formulate treatment plans. This involves triage and onwards referral of some patients to other specialties for opinion, investigation or intervention.
- b) To utilise and be aware of the importance of patient centred care, fully involving patients in decisions about the care and acknowledging their expertise in managing and making choices about their own condition. They should have knowledge of patient centred care models, motivational interviewing and making every contact count.
- c) To initiate medical investigations where appropriate (e.g., blood tests, x-rays, MRI)
- d) To interpret the results of clinical investigations, discuss when appropriate with colleagues, GP or the appropriate consultant and follow up the results of these investigations where necessary, communicating the results to the patient when appropriate, arranging further management as necessary.
- e) To treat and manage patients appropriately with a range of options including advice for GP, referring patients onto another Advanced Practitioner for an expert opinion, referring to physiotherapy, podiatry, occupational therapy, community services or follow up appointment in Interface clinics as necessary. This requires the analyses of complex information and the evaluation of a range of options, and negotiation with other members of musculoskeletal team regarding ongoing management to provide the most appropriate pathway of care for the patient.

- f) To accept clinical responsibility for a designated caseload of a range of musculoskeletal conditions.
- g) To demonstrate specialist physical skills inclusive of dexterity, co-ordination and sensory skills to carry out assessment and intervention including manual techniques and therapeutic handling.
- h) Take a lead role in the comprehensive assessment of patients presenting with complex acute and chronic musculoskeletal conditions utilising advanced practice and clinical reasoning skills.
- i) Determine diagnosis where possible and formulate individualised management and treatment plans, using a wide range of treatment skills/options to formulate a specialised and progressive programme of care.
- j) Participate in benchmarking and audit activities as an essential part of developing clinical effectiveness, monitoring professional standards and lead by example in the process of developing, implementing and maintaining clinical standards within area.

Clinical

- a) The post holder will participate in triaging, screening and prioritising referrals made to the MSK service (including physiotherapy). In conjunction with other colleagues within the MSK service, the post holder will determine the appropriate clinical pathway for these patients.
- b) To discuss the management plan with patients using a patient centred care approach to care.
- c) To support research and to contribute to the future development of the musculoskeletal service.
- d) The post holder will assist in the planning, co-ordinating and development of the service and will participate in evaluating newly implemented service plans.
- e) The post holder will actively participate in the MSK and physiotherapy clinical network including multi-disciplinary Team (MDT) meetings, education and sessions.
- f) The postholder will work across MSK interface clinics, First contact practitioner clinics and physiotherapy providing rehabilitative expertise and creating a more sustainable specialist workforce.

Quality/Clinical Governance

- a) To have a sound knowledge of the principles of clinical governance and understand the benefits to patients and staff.
- b) To understand the clinical governance structure within the organisation and how you may be involved.
- c) To participate in clinical governance activities within the service and where applicable across organisational boundaries.
- d) To ensure that you continuously look for ways to improve the quality of the service or care you provide to patients or other services/departments, where appropriate.

- e) To explore ways to involve and consult with patients, public and carers when developing or evaluating services or the care you provide, where appropriate.
- f) To ensure patient confidentiality is always maintained and that you do not access patient related information (either electronic or paper based) which you do not need during your work.

Management

- a) To contribute to the development, co-ordination and delivery of the service via membership of the multi-disciplinary team.
- b) To participate and contribute to the planning and organisation of clinical and service-based activity inclusive of the contextual development of government policy as it pertains to the specialism.
- c) To determine priorities for own work, balancing other patient related and professional demands.
- d) To review policies and procedures and clinical guidelines to ensure they are up to date, as required. This will involve pathways and policies and involvement in multi-disciplinary policy review.

a) Teaching and Development

- a) To be aware of the level of evidence base pertaining to practice and to always keep up to date with research in order to maintain and develop practice in line with proven methods of care.
- b) To continually evaluate practice individually and within the specialist team through relevant audit of professional practices and professional standards.
- c) To be aware of research methodology and to participate in research and development activity within the service, linking with regional and national initiatives pertaining to research and development.
- d) To adopt and implement the use of outcome measures to audit the clinical effectiveness of the service and facilitate service development.
- e) Maintain professional registration and competency to practice at an advanced level, taking responsibility for ensuring own knowledge and skills are up to date by engaging in and directing continuous professional development and lifelong learning, including the maintenance of a CPD portfolio which reflects the development of knowledge and skills. To be aware of and working towards the FCP roadmap for accreditation as an FCP.
- f) To provide education and training to primary care staff and more junior clinical staff to support their on-going clinical reasoning development and to provide education to referrers via the triage and feedback mechanism.

Staff Management

- a) To provide specialist advice to clinical colleagues and to educate others at post graduate level.
- b) To provide specialist advice and training to other health professionals when required and to

work closely with the multi-disciplinary team and other agencies.

- a) c) To be responsible for the supervision and performance management of more junior staff or students. This will include the use of formal appraisal and clinical supervision documentation.

Organisation Chart



Flexibility

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

Policies and Procedures

The postholder is required to familiarise themselves with all SCFT/HERE policies and procedures and to comply with these at all times.

Confidentiality

As an employee of SCFT/HERE you may gain knowledge of a highly confidential nature relating to the private affairs, diagnosis and treatment of patients, information affecting members of the public, matters concerning staff and details of items under consideration by SCFT/HERE. Under no circumstances should such information be divulged or passed to any unauthorized person. This includes holding conversations with colleagues concerning patients or staff in situations where the conversation may be overheard. Breaches of confidence will result in disciplinary action which may involve dismissal.

Health and Safety

All staff have a responsibility to maintain the health and safety of self and others within the performance of their duties.

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) and must follow these in full at all times, including ensuring that they act in line with all agreed procedures at all times in order to maintain a safe environment for patients, visitors and colleagues.

Equality and Diversity

HERE/SCFT policies and practices are designed to ensure equality of opportunity in employment and service delivery. All staff are expected to comply with these policies and practices.

SCFT is working towards equality and has policies relating to the equality of opportunity in employment and service delivery. All staff are expected to comply with these policies.

Use of Technology

SCFT/HERE is making increased use of computer technology. The majority of employees (both clinical and non-clinical) should expect to use automated information systems in their work in order to improve quality and co-ordination of services, and to enable faster and more certain communication within SCFT/HERE. Necessary training will be provided.

No Smoking Policy

a) SCFT/HERE operates a no-smoking policy, in line with Government legislation. This applies to all staff, visitors and patients. It is a condition of employment for staff that they do not smoke whilst on duty or in uniform or anywhere on SCFT/HERE premises. This includes electronic cigarettes.

b) Whilst we do not discriminate against employing smokers, they are expected to adhere to this policy and all prospective employees should be aware of this.

Professional Registration

All employees who are required to be a member of a professional body are required to hold relevant registration and must comply with the standards and guidelines of their professional practice, education and conduct and must act at all times within the boundary of the code of conduct.

Infection Prevention and Control

Infection Prevention and Control is everybody's responsibility. All staff, both clinical and non-clinical are required to adhere to the SCFT/HERE Infection Prevention and Control policy and make every effort to maintain high standards of infection prevention and control at all times thereby reducing the burden of Health Care Associated Infections.

Safeguarding Children, Young People and Vulnerable Adults

SCFT/HERE is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Rigorous recruitment checks are carried out and successful applicants may be required to undertake an Enhanced Disclosure via the Disclosure and Barring Service (DBS).

Quality

Excellent care at the heart of the community is our SCFT/HERE vision. To make sure our care meets this high standard all staff must ensure that the three themes of quality care are provided in every encounter they have with our patients. The three themes are safe care, effective care and patient-centred care.

AGREEMENT

This job description will be reviewed as necessary and may be amended to meet the changing needs of SCFT/HERE. It will also be used as the basis to set performance standards and/or objectives and the contents will be used as part of annual appraisals. This job description has been agreed between the post holder and SCFT/HERE.

Employees Signature:

Print Name

Date:

Manager Signature:

Print Name:

Date: