

## ROLE BRIEF

<b>Department:</b>	<b>MUSCULOSKELETAL SERVICES</b>
<b>Job Title:</b>	<b>Advanced and First Contact Practitioner (formerly Extended Scope Practitioner)</b>
<b>Responsible To:</b>	MSK Clinical Quality Manager
<b>Location:</b>	<b>Horder Healthcare sites, Sussex MSK East spoke sites and/or GP practices.</b>
<b>Key Duties:</b>	<p><b>JOB SUMMARY/PURPOSE</b></p> <ul style="list-style-type: none"> <li>• Autonomously undertake electronic triage of new referrals and run clinics to assess new referrals into the Intermediate MSK Service (AP Service)</li> <li>• Use advanced clinical reasoning skills to clinically diagnose and manage a complex group of patients who have not responded to conservative measures in clinics held within Horder Healthcare, Sussex MSK Partnership East or general practices within the contracted Primary Care Network(s) (PCNs) where appropriate to job role.</li> <li>• Request and interpret appropriate diagnostic investigations such as imaging and pathology.</li> <li>• Provide a patient centred collaborative approach to assessment, diagnosis and treatment planning including providing patient choice and shared decision making and working within an MDT to provide a range of evidence-based treatment options, in line with clinical pathways.</li> <li>• Participate in the development of their specialist area within the MSK Service participating in clinical audit within the service and maintaining and improving all aspects of clinical governance, evidence based practice and quality assurance in the service area.</li> <li>• Manage and treat a caseload of outpatient musculoskeletal physiotherapy patients.</li> </ul> <p><b>RESPONSIBILITIES /DUTIES</b></p> <ul style="list-style-type: none"> <li>• Ensure fulfilment of the pillars of advanced clinical practice (Leadership and Management, Education, Research and Clinical Practise) as described by the Chartered Society of Physiotherapy and Health Education England.</li> <li>• Work collaboratively with HH MSK service leads, HH MSK Clinical Quality and Operational Managers and through planning with said managers, support the clinical / operational managers of Sussex Musculoskeletal Partnership (East) and PCN colleagues.</li> </ul>

- Participate in their own audit and research in collaboration with the MSK Clinical Quality Manager and other colleagues.
- Provide clinical leadership and expertise for Primary Care colleagues in the assessment, diagnosis and treatment planning for patients with upper limb, lower limb or spinal conditions, dependant on area of expertise.
- Provide specialist support and advice to colleagues and other healthcare professionals within primary and secondary care.

## **Clinical Responsibility:**

To be responsible for managing a complex clinical caseload, ensuring governance and quality assurance standards are met. You will have a highly specialised knowledge of assessment, evaluation and treatment techniques and will:

- Provide education to patients/carers regarding compliance with treatment and advice to support shared decision making.
- Provide specialist advice for patients to help them with self management and acceptance of their chronic pain/reduced function, with an emphasis on an evidence-based bio-psycho-social model of care. Provide advice on physiotherapy management and social prescribing.
- Request appropriate investigations such as X-ray, MRI and blood tests, reviewing results and making critical judgements as necessary.
- Select appropriate and individual treatment pathways e.g. onwards referral to conservative Therapies, Consultant led clinics etc.
- Engage in effective, timely communication with GPs, and secondary care where necessary.
- Take responsibility for delivering a whole system patient-focused approach and seamless care across professional boundaries, ensuring the safety, effectiveness and efficiency of the service at all times.
- Demonstrate advanced knowledge, skills and experience in the field of musculoskeletal disorders.
- Maintain an independent caseload of MSK Physiotherapy patients, leading by example to demonstrate effective evidence-based physiotherapy management of complex and routine patients
- Promote and demonstrate best practice, in particular to integrate the most up to date research theory into practice using advanced clinical decision making skills.
- Maintain contemporaneous written patient records of all clinical observations and interventions.
- Exercise the highest degree of professional autonomy, using and

analyzing complex facts and situations to implement a treatment/management strategy for the patient.

- Create and develop protocols of care and design patient care pathways with the aim of providing examples of best practice across the regions and/or nationally.

## **Communication:**

The post holder will:

- Sensitively explain the results of investigations and clinical diagnosis including the prognosis (of the musculoskeletal condition) and all treatment options incorporating Shared Decision Making as required.
- Be required to communicate complex clinical information both written and verbal, in an easily understood form, to patients, careers, all members of the multi-disciplinary team and primary care colleagues.
- Teach therapeutic exercises, through verbal explanation, visual demonstration or the physical guiding of the patients movements, to patients and their careers.
- Advise patients on self-management activities to either treat their condition or assist in coping with their condition.

## **Education and Professional Development**

The post holder will:

- Be expected to develop and maintain all musculoskeletal clinical skills necessary for this position, keeping up to date with current developments in evidence based practice including reading relevant literature, and attendance at in-service training and external courses as appropriate.
- Ensure on-going use of CPD portfolio in line with current registration requirements.
- To participate in delivering a comprehensive training programme within the MSK Service, internally to HH teams but also externally to primary care teams and across the local health economy.

## **Research, Service Development and Evaluation:**

In conjunction with HH's MSK Clinical Quality Manager / SMSKPE and Pathway Leads / contracted PCNs, (as appropriate) the post holder will:

- Design and evaluate multi-professional systems of audit that aspire to quality improvement in the context of local and national guidelines.
- Promote and demonstrate research based practice, initiating and participating in research projects, and encouraging and supporting staff actively involved in research.
- Be responsible for identifying gaps in the evidence base.

	<ul style="list-style-type: none"> <li>• Interpret new clinical policies / NICE guidelines in order to advise physiotherapists and medical professionals on their implementation.</li> <li>• Contribute to the academic arena through clinical teachings, pursuing research activity and writing for publication or conference presentations.</li> <li>• Assist with auditing the work of Horder Healthcare's MSK Service and preparing relevant reports.</li> <li>• Ensure the standards of clinical care for patients seen within services provided by Horder Healthcare's MSK Service are in keeping with the agreed care pathways.</li> <li>• Undertake Research and Development relevant to Horder Healthcare's MSK Service</li> </ul> <p><b>GENERAL</b></p> <ul style="list-style-type: none"> <li>• To carry out any other reasonable duties as requested by senior staff.</li> <li>• To act in such a manner as to satisfy public trust and confidence, to uphold and enhance the good standing and reputation of Horder Healthcare.</li> <li>• <u>To apply information security in accordance with the established policies and procedures of the organisation.</u></li> <li>• To take an active role in the Horder Healthcare's staff appraisal system and action agreed goals and objectives.</li> <li>• You are required to apply security in accordance with established policies and procedures of the organisation.</li> <li>• All staff should be aware of their responsibilities and role in relation to the Business Continuity Plan.</li> </ul>
<b>Key Accountabilities:</b>	MSK OPERATIONS MANAGER
<b>Key Knowledge, Skills and Experience:</b>	<p><b>Must Haves</b></p> <ul style="list-style-type: none"> <li>• HCPC registration (physiotherapist)</li> <li>• Member of CSP</li> <li>• BSc or MSc (Hons) Physiotherapy</li> <li>• A clinical/professional interest for supporting the provision of Advanced Practice in the required field of expertise</li> </ul>

	<p>(upper/lower limb, spine) with either previous experience in this field, or a desire to develop further skills in this field</p> <ul style="list-style-type: none"> <li>• Expert MSK Physiotherapy clinical skills</li> <li>• Experience in audit and development of improved MSK services, utilising data/clinical outcomes/research to justify improvements to MSK services</li> <li>• Previous experience of MDT working in the MSK field</li> <li>• Proven clinical leadership and past experience of clinical development of senior MSK staff</li> <li>• Teaching experience in the field of MSK to physiotherapists and other health care professionals</li> <li>• Advanced MSK assessment and treatment skills with proven advanced clinical reasoning abilities</li> <li>• Excellent written and spoken presentation skills</li> <li>• Ability to justify clinical decision making with consultants, GP's, physiotherapists and other key stake holders using critical appraisal of clinical evidence and evidence based practice and maintain professional judgement under pressure during conflict with patients and other stakeholders</li> <li>• Independent and unsupervised advanced decision-making and problem solving skills</li> <li>• Ability to work in collaboratively with multiple varied teams across organisational boundaries and supporting clinical development of clinical staff</li> <li>• Maintain concentration when exposed to frequent interruptions</li> <li>• Innovative and creative in developing services in the absence of formal guidance</li> <li>• Thorough understanding of clinical governance and its implications for service provision</li> <li>• Understanding of scope of practice issues and legal accountability and responsibilities</li> <li>• Ability to comprehend, assist with writing and implement policies</li> <li>• Strong computer literacy</li> <li>• Flexibility, confident and innovative team player</li> <li>• Strong leadership</li> <li>• Live the HH values</li> <li>• Self motivated proactive approach</li> <li>• Well presented / articulate with excellent communication skills to both patients and clinicians with effective and sensitive communication skills in conveying and receiving highly complex and emotive information</li> </ul> <p><b>Nice to Haves</b></p> <ul style="list-style-type: none"> <li>• Previous experience of working in AP and/or FCP role</li> <li>• Educated to masters level in the field of MSK physiotherapy</li> </ul>
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	<ul style="list-style-type: none"> <li>• Member of specialist interested groups relevant to post (ESPPN, MACP, etc)</li> <li>• Understanding of strategic and political issues affecting advanced MSK healthcare practice</li> <li>• Previous experience in implementing research in practice</li> <li>• MSK Injection training and experience</li> <li>• Independent prescribing</li> <li>• Pilates</li> </ul>
<b>Health and Safety:</b>	<p><b>The Health Act 2008</b></p> <p>Code of Practice for Prevention and Control of Healthcare Associated Infections:</p> <p>You'll carry out your duties in a way that maintains and promotes the principles and practice of infection prevention and control. You'll comply with national standards, policies, guidelines and procedures. If you need a few tips, speak with our Infection Control Specialist.</p> <p>For clinical colleagues with direct patient contact, this will include (but is not limited to):</p> <ul style="list-style-type: none"> <li>• compliance with clinical procedures and protocols, including uniform and dress code</li> <li>• the use of personal protective equipment</li> <li>• safe procedures for using aseptic techniques</li> <li>• safe disposal of sharps.</li> </ul> <p>Please take due care at work, reporting any accidents, incidents or near misses to your line manager and record them on the Datix system.</p>
<b>Equal Opportunities</b>	<p>Horder HealthCare's Equal Opportunities Policy tells you all about our commitment to ensuring that no patient, colleague or prospective colleague is discriminated against, whether directly or indirectly on the grounds of: gender, sexual orientation, age, marital status, responsibility for dependants, disability, religion, creed, colour, race, nationality, ethnic or national origin, trade union activity, social background, health status, or is disadvantaged by conditions or requirements which cannot be shown as justifiable.</p>
<b>Confidentiality</b>	<p>You'll make sure that no confidential information is disclosed about Horder Healthcare or its associated companies (including information about patients and colleagues) to any unauthorised person.</p>
<b>Safeguarding</b>	<p>You'll be aware of the key issues in safeguarding children and vulnerable adults from significant and serious harm. Reporting safeguarding concerns to appropriate professionals and recording incidents accurately.</p>
<b>People Managers</b>	<p>You have a responsibility to manage your team, ensuring safe staffing levels at all times. You should ensure all new team members are effectively inducted onto your department; making sure that mandatory training is complete and kept up to date. You should effectively manage your team members monitoring performance and absence, using the HR policies and procedures.</p>
<b>Review</b>	<p>Whilst this role brief outlines the main duties of your role identified at the date of issue, you may be required to carry out additional tasks as requested by senior</p>

	<p>colleagues.</p> <p>Your role may be subject to amendments in the light of the changing needs of the business , and will be reviewed periodically , which we'll discuss with you first.</p>
<b>Role Brief Agreement</b>	<p>I have read this role brief and understand the contents of my day-to-day duties. I also understand that this role brief may change over time with the business needs of Horder Healthcare. I understand that the role brief will therefore be subject to periodic review.</p> <p><b>Colleague name:</b></p> <p><b>Colleague signature:</b></p> <p><b>Date:</b></p>