

## TRELOAR TRUST

### JOB DESCRIPTION

**POST:** Physiotherapy Assistant  
**ACCOUNTABLE TO:** Specialist Physiotherapist  
**LOCATION:** Treloar Physiotherapy Department

#### **JOB PURPOSE:**

- To undertake specific support work to aid in the physiotherapy treatment of disabled young people.
- To treat students according to set treatment protocols, monitoring student performance, reporting back to the physiotherapist on student treatment and support programmes as required.
- To be responsible for non-clinical services in the provision of physiotherapy services.
- To work unsupervised reporting back student progress and informing the physiotherapist of any problems.
- To assist the physiotherapist in the provision of hydrotherapy and care of students before and after entering the pool.
- To assist in maintaining a safe and risk free working environment.

#### **RESPONSIBILITIES:**

#### **KEY TASKS:**

##### **Clinical**

- To assist the physiotherapist in the treatment of students using a range of delegated exercises and manual physiotherapy treatments.
- To assist with the treatment programmes of students as delegated by the physiotherapist, being responsible for assessing student progress and reporting back to the physiotherapist.
- To organise, run and have responsibility for student groups without direct supervision or the presence of a physiotherapist.
- To encourage students and their carers in an active approach to gaining and maintaining personal independence. This requires empathy, sensitivity and excellent interpersonal skills.
- To make accurate records of work undertaken as required by the physiotherapist and CSP standards.
- To contribute to the development of student care by attending relevant departmental and team meetings, commenting on clinical care, service provision or policy changes.
- To instruct students and carers providing correction and guidance on a range of physiotherapy and mobility activities and equipment

- Develop the dexterity, coordination and sensory skills to handle students with mobility problems in a therapeutic way. This included 'hands on' treatments and the use of walking aids, standing frames, etc.
- To assess a student to ensure that they use their equipment correctly and to be able to adjust the student within the equipment.

### **Organisational**

- To assist in the running and organisation of clinics.
- To be responsible for the monitoring and requisitioning of stationery and other agreed supplies.
- To be responsible for the safe use of physiotherapy equipment and aids, following risk assessment and therapeutic manual handling guidelines.
- To assist the physiotherapist in their day-to-day administration tasks. e.g. photocopying, filing and faxing.
- To keep the department tidy, clean the physiotherapy equipment regularly and report any damage or problem with equipment.

### **Communication**

- To be able to use effective communication tools, to communicate treatment programmes to students who may have problems with understanding or communication. These will include learning difficulties, dysphasic, dysarthria, receptive communication difficulties, hearing or visual difficulties, communication aid users and students and staff who do not have English as a first language.
- To liaise with the physiotherapist and other disciplines within the Trust regarding student care; in particular highlighting any variations or difficulties to expected treatment programmes.
- To encourage students in an active approach to gaining and maintaining personal independence. This requires empathy, sensitivity and good interpersonal skills.

### **Education and development**

- To instruct students and carers, providing direction and guidance on a range of physiotherapy and mobility activities and equipment, as part of own clinical work.
- To be proactive in requesting and attending agreed in-service training and learning opportunities.
- To attend mandatory training including manual handling, CPR, fire evacuation, lifesaving, safe guarding..
- To participate actively in own staff development in order to identify personal development plans and training needs.

### **General**

- To abide by the Trust's Confidentiality and Disclosure of Information guidelines.

- To comply with the Trust's policies and procedures, such as the Health and Safety at Work and Safeguarding, including adherence to infection prevention and control measures.
- To assist in the organisation of equipment, including compiling an inventory.
- To take part in the Trust Individual Performance Review programme.
- To work within a physio assistant role anywhere across the Trust as deemed necessary following consultation with a senior member of staff.

## **SUPPORTING INFORMATION**

### **Effort**

- To assist on a daily basis physically demanding treatments on young people who may be immobile or with strong unpredictable movements in a variety of settings.
- To facilitate students whilst standing, walking, or transferring with or without manual handling equipment.
- To carry out stretching techniques on immobile or heavy limbs.
- To develop the dexterity, coordination and sensory skills to handle students therapeutically for 'hands on' treatment,
- To work in an environment where work patterns are disrupted by frequent demands from other staff, students, parents and carers on a daily basis.
- To deal sensitively and appropriately with students suffering from disabilities that may lead to anxiety, depression or aggressive or challenging behaviour.
- To be able to maintain periods of intense concentration when working with students with complex conditions and/or behavioural problems.
- To work with students with terminal illnesses and chronic degenerative conditions.
- To be able to multi task, this is required on a daily basis.

### **Working conditions**

- To work with the potential to be exposed to unpleasant working conditions, e.g. bodily fluids
- To be prepared to work outside in inclement weather.
- To work in a hot, humid hydrotherapy pool for the treatment of students.

## **Other duties**

- To support the Trust in safeguarding and protecting the welfare of all students.
- To comply with policies and procedures relating to safeguarding, health and safety, equality and diversity, confidentiality and data protection, reporting concerns to an appropriate person.
- To maintain and develop own professional knowledge and awareness.
- To undertake any other such duties or general tasks and hours of work as may reasonably be required and any other responsibilities, which may from time to time, be delegated by your manager.
- A job description is not a rigid or inflexible document but acts to provide guidelines to the duties expected while in the post.
- This job description will be reviewed and amended in the light of changing professional demands.

## Person Specification - Physiotherapy Assistant

Essential	Desirable
<b>Qualifications/Attainments:</b> 1. Good general education, including Maths and English at A-C at GCSE level or equivalent	<ul style="list-style-type: none"> <li>• Basic lifesaving qualification</li> </ul>
<b>Knowledge &amp; Experience:</b> 1. At least 1 year of experience of working with children and or young adults with physical and or learning difficulties	<ul style="list-style-type: none"> <li>• An awareness of manual handling issues.</li> </ul>
<b>Skills and Abilities:</b> 1. Good organisational skills. 2. Ability to work within a multi-disciplinary team. 3. Basic computer literacy. 4. Ability to work with a wide variety of professionals. 5. Ability to motivate young people. 6. Ability to demonstrate an empathy with young people who have impaired cognitive and physical abilities.	
<b>Physical Requirements:</b> 1. Physically capable of undertaking the duties required. 2. Ability to carry out moderate to intense physical effort throughout the day. 3. Ability to be flexible and able to work in an unpredictable environment. 4. Willingness to work with and care for students in hydrotherapy.	<ul style="list-style-type: none"> <li>• An interest in physical activity and an awareness of the benefits of exercise.</li> </ul>
<b>Personal Qualities:</b> 1. A commitment to promoting and safeguarding the welfare of students 2. Good communication skills. 3. Ability to work unsupervised and as part of a multi - disciplinary team. 4. Reliable / dependable /punctual.	
<b>Personal Circumstances:</b> 1. Some flexibility of working hours to cover meetings and training and needs of the students	
<p><b><u>TRELOAR TRUST IS COMMITTED</u></b>  <b><u>TO SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS</u></b>            All successful candidates will be subject to a DBS Check along with other relevant employment checks</p>	

**BOTH THE JOB DESCRIPTION AND THE PERSON SPECIFICATION ARE SUBJECT TO THE TRUST'S EQUAL OPPORTUNITIES POLICY**