



University Hospitals Birmingham  
NHS Foundation Trust

# Join us at UHB



Building healthier lives

# Welcome from our CEO

Jonathan Brotherton



Dear Candidate,

Thank you for your interest in working with us here at University Hospitals Birmingham NHS Foundation Trust (UHB).

Please take some time to read through this application pack to gain a better understanding of our Trust in general, this role in particular, and why UHB is a great place to work.

UHB is one of the largest teaching hospital trusts in England, serving a local, regional, national, and international population. We employ around 22,000 colleagues and are committed to investing in your training, development, health and wellbeing and future career with us.

We see and treat more than 2.2 million patients every year across our four hospital sites - Good Hope, Heartlands, Queen Elizabeth Hospital Birmingham and Solihull Hospital - and through our community services and clinics. We are centres of excellence in many clinical specialties.

But it's not just our patients we invest in at UHB; we also invest in our staff. In fact, we believe we are defined by our people, not the state-of-the-art equipment or facilities we work out of. We have high standards and we want to build healthier lives for patients and our teams, wanting you to enjoy your job, and flourish in it.

To reinforce this commitment, we recently refreshed our values after hearing from over 1,400 colleagues about what made them proud to work at UHB

We will be:

**Kind:** the kindness that people show to each other every day

**Connected:** the connections we build with everyone around us

**Bold:** the ability to be bold in how we think, speak and act

We hope you find this pack useful and look forward to receiving an application from you for this role within our Trust.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'J Brotherton'. The signature is fluid and cursive, written over a light blue horizontal line.

Jonathan Brotherton  
Chief Executive Officer

## JOB DESCRIPTION

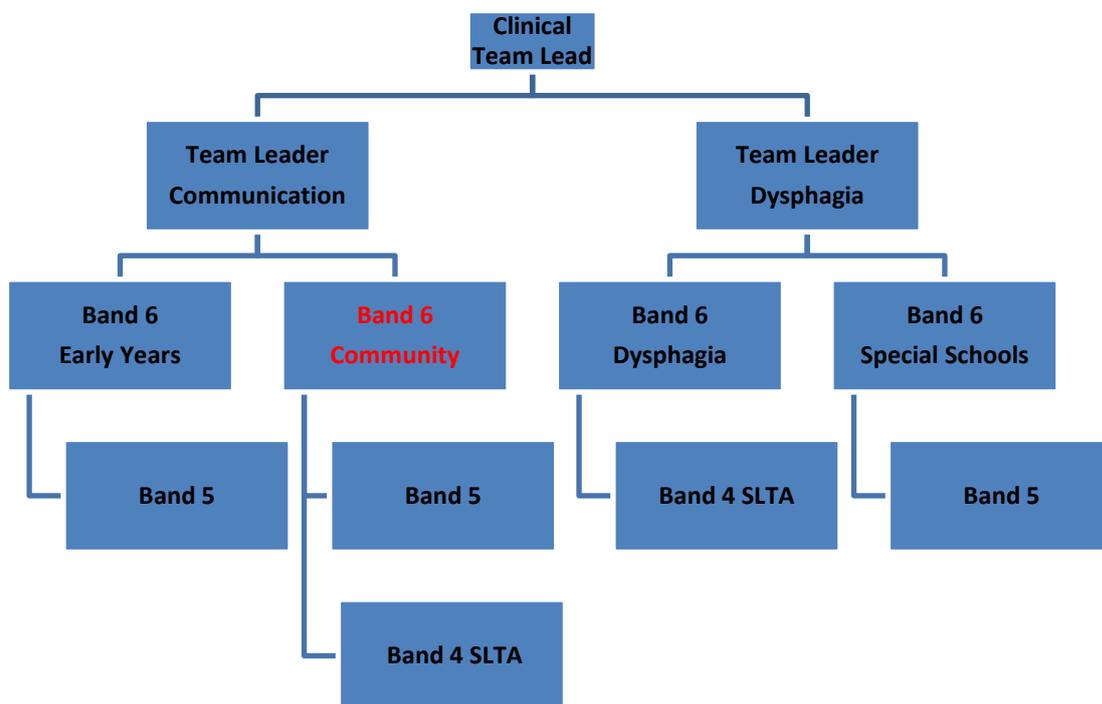
<b>Job Title</b>	Community Paediatric Speech and Language Therapist
<b>Pay Band</b>	Band 6
<b>Department</b>	Community Paediatric Speech and Language Therapy
<b>Division</b>	3
<b>Reports to</b>	Team Leads
<b>Professionally Responsible to</b>	Clinical Team Lead

### JOB SUMMARY

The Paediatric Speech & Language Therapy department is made of the following teams: community, outreach (early years), special schools, and dysphagia. This role would be working across teams with support from senior colleagues as required (specific caseload to be agreed on appointment), assessing children, providing therapy, working with Speech & Language Therapy assistants, running parent/practitioner workshops, advising families & education staff, and supporting Early Years Practitioners, as part of Integrated Care Services for children and young people with SLCN in Solihull.

We offer a supportive environment for all clinicians looking to develop their MDT skills within an Integrated Care Service. You will be part of the Community Therapies Team, working alongside other speech and language therapists, Occupational Therapists, Physiotherapists, Complex Needs Specialists, and the Specialist Assessment Service (SAS) for autism diagnosis.

### TEAM/DEPARTMENT STRUCTURE CHART



### KEY SKILLS

- To be able to work within trust policies
- To keep accurate and up to date case notes
- To have the ability to cope with flexible working patterns and adapt to change, capacity and demand

- To have excellent communication, collaboration and interpersonal skills
- To have high organisation and time management skills
- To be comfortable seeking support for any aspect of life at work.

**KEY RESPONSIBILITIES**

- Assess, diagnose and manage communication, in appropriate locations; referring onto colleagues for dysphagia needs.
- Develop specialist knowledge within areas of clinical practice as service requirements dictate and as planned in annual appraisals.
- To raise the profile of the Speech and Language Therapy Team by networking regionally and nationally.
- Maintain accurate case notes and records in accordance with HCPC, RCSLT and organisational standards.
- Distributing written reports in a timely manner to clients, carers and other professionals, as required, including under relevant Education Acts., such EHCPs.
- Work as a member of inter-disciplinary and inter-agency teams.
- Liaise with other professionals, including those in Education and voluntary Sectors.
- Maintain up-to-date knowledge of speech and language therapy issues, assessments, treatment procedures and new technology through a variety of Continuing Professional Development activities (CPD).
- Provide advice and support to relatives and carers.
- Organise own caseload and identify needs, bringing to the attention of the specialist or Team Leader, issues relating to clinical decision making or service development.
- Support clients through communicative situations which cause them significant difficulties.
- Organise and supervise the work of assistants and volunteers.
- Cover for colleagues' absences, as directed by the Team Leader.
- To represent the Department at Trust-wide level following negotiation or election by colleagues as appropriate.
- Carry out any other duties of a similar nature consistent with the responsibilities of the post at the request of the Clinical Leader.
- All employees may be required to work at an alternative location within the Trust to meet the needs of the service.

**BUDGETARY AND RESOURCE MANAGEMENT**

Within the trusts establishment

**MANAGEMENT , SUPERVISORY, TEACHING, TRAINING RESPONSIBILITIES**

- Liaise regularly with colleagues and take part in Clinical Supervision.
- Allow other professionals, pre-undergraduate students and SLT students to observe sessions as requested by the Team Leader.
- Provide training on communication difficulties to other professional groups at the request of the Team Leader.
- To carry a caseload of complex clients
- Ensure up to date mandatory training

**RESEARCH AND DEVELOPMENT**

- Maintain up-to-date knowledge of speech and language therapy issues, assessments, treatment procedures and new technology through a variety of Continuing Professional Development (CPD) activities.
- To take an active role in issues relating to service delivery and developments
- To provide mentoring and supervision to less experienced staff as required.
- To collect and record statistical information
- Observe departmental and wider organisational policies.
- Attend in-service training as agreed with the Clinical Team Lead to meet the needs of Personal Development Plans.
- Raise public awareness through Health Promotion activities in agreement with the Team Leader.

- Collect and record statistical information.

### EFFORT

This job requires the ability to concentrate for long periods of time, while switching between different tasks including clinical and management tasks.  
Emotional effort is required to manage a team and support children with complex needs.

### TRUST VISION & VALUES

The Trust is clear on its vision and values and aims to make sure that they are reflected in all areas of activity. Our vision is simple; building healthier lives. Our values apply to every member of staff and help us in all we do and how we do it. They are:

**Kind:** The kindness that people show to each other every day

**Connected:** The connections we build with everyone around us

**Bold:** The ability to be bold in how we think, speak and act

### ADDITIONAL INFORMATION

This job description is designed to assist post holders with understanding what is expected of them in their role. University Hospitals Birmingham NHS Foundation Trust may ask them to undertake other duties, as required, which are not necessarily specified on the job description but which are commensurate with the grade of the post.

The job description itself may be amended from time to time in consultation with the post holder, within the scope and general level of responsibility attached to the post.

All post holders must take responsibility to ensure that they are aware of and adhere to all Trust policies, procedures and guidelines relating to their employment regardless of their position within the Trust.

Last Updated: January 2023

## PERSON SPECIFICATION

<b>JOB TITLE: Band 5 Speech and Language Therapist</b>	
<b>TRAINING, QUALIFICATIONS AND PROFESSIONAL REGISTRATIONS</b>	
<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Recognised Speech and Language Therapy degree  Licence to practice & HCPC Registration  Membership of RCSLT  GCSEs (including A – C grade in English & Maths, or equivalent) 3 passes at A level (or equivalent)	
<b>EXPERIENCE &amp; KNOWLEDGE</b>	
<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Able to assess develop and implement appropriate programmes of care, write reports and evaluate outcomes and treatment to meet the needs of the clients  Wide range of experience with different client	Experience of using video therapy techniques (e.g. Parent-Child Interaction Therapy)  Developing specialist level skills in at least one area of clinical practice, such as speech sound disorder, dysfluency, cleft lip and palate, complex

<p>groups at undergraduate level</p> <p>Knowledge of and adherence to national and local clinical guidelines</p> <p>Aware of rules relating to confidentiality and data protection and shares information within these constraints</p> <p>Demonstrates knowledge about children's communication difficulties</p> <p>Sound understanding of SEND Code of Practice</p> <p>Able to identify areas for own personal and professional development and take steps to meet those needs</p> <p>Knowledge of, and adherence to, national and local clinical guidelines</p> <p>Awareness of and works within local, national and professional standards</p>	<p>communication, special school provision etc.</p>
<p><b>SKILLS &amp; ABILITY</b></p>	
<p><b>ESSENTIAL</b></p>	<p><b>DESIRABLE</b></p>
<p>Able to make appropriate clinical decisions following assessment with access to a supervisor</p> <p>Able to define a differential diagnosis on the basis of evidence from assessment</p> <p>Able to structure clear care plans based on best practice</p> <p>Responsible for assessing, developing and implementing SLT treatment</p> <p>Able to reflect on practice with peers</p> <p>Able to contribute to multi-disciplinary and multi-agency teams to ensure well coordinated care plans</p> <p>Able to identify breakdown in communication/conflict and seek advice and support to resolve</p> <p>Able to assist other SLT's in the training of others</p> <p>Able to maintain accurate casenotes in line with local national and professional standards</p>	

<p>Able to gather and share data accurately to inform service delivery</p> <p>Able to work independently accessing appropriate supervision from peers and line managers</p> <p>Able to take responsibility for own professional actions but able to identify and seek advice and support when necessary</p> <p>Aware of, and adheres to service plan</p> <p>Able to comment on proposed service/policy developments within discussion</p> <p>Contributes to the development of SLT assistants and volunteers</p> <p>Promotes the profession by allowing pre-training course observers to attend sessions</p> <p>Supervises the work of assistants and volunteers</p> <p>Able to communicate complex condition-related information to clients, carers and other professionals</p> <p>Able to work closely with clients, carers and other professionals to reach joint decisions relating to client management</p> <p>Demonstrate empathy with clients and carers to ensure effective communication</p> <p>Demonstrates highly developed auditory and perceptual skills in the assessment, diagnosis and management of clients needs</p> <p>Able to care for and maintain equipment</p> <p>Able to identify resources necessary for delivering SLT services in own setting</p> <p>Able to take part in Clinical Governance and Audit projects within own area of service</p> <p>Able to maintain intense levels of concentration in all aspects of client care</p>	
<p><b>OTHER SPECIFIC REQUIREMENT</b></p>	

ESSENTIAL	DESIRABLE
<p>Demonstrate excellent interpersonal skills</p> <p>Able to manage own time and prioritise tasks</p> <p>Able to manage and prioritise own caseload</p> <p>Able to manage the emotional consequences of working with distressing conditions</p> <p>Able to share distressing information in a sensitive manner</p> <p>Able to meet the travel requirements of the post</p> <p>Occasional out-of-hours working (e.g. to deliver twilight training sessions)</p>	