

Job Description

Job title:	Podiatrist
Reporting to:	B7 Podiatrist/Podiatry Team Leader/Clinical Specialist
Place of work:	Ipswich

JOB PURPOSE

To provide a responsive podiatry service to patients within the area covered by the organisation.

MAIN DUTIES AND RESPONSIBILITIES

- To promote the development of good team-working relationships and professional practice with all colleagues and customers, and to deliver high quality clinical care.
- The post-holder will be responsible for organising and maintaining their own caseload and will demonstrate good use of reflective practice in the care of patients as well as utilising service guidelines and evidence-based care models.
- The post holder will need to be well motivated, flexible, and have good clinical, communication and team working skills.
- The post-holder must be a car driver prepared to work in a variety of settings including patient's homes and specialist clinics.
- To carry out clinical work whilst continually developing skills through learning via clinical supervision and mentoring, CPD, and private study.
- The post-holder will have a weekly programme arranged for him/her and from time to time may be required to work at alternative locations to cover staff vacancies/sickness or changes in line with changes in service demand.
- The post-holder may be required to act in a supervisory capacity to administration staff, podiatry assistants and students as required.
- The post-holder will be required to deliver educational presentations to service stakeholders as required.

Knowledge/Qualifications	<ul style="list-style-type: none"> ▪ Registration with HCPC ▪ Podiatry Diploma/Degree ▪ Local Analgesia Administration Certificate.
---------------------------------	--

ROLE / RESPONSIBILITIES

To be part of a highly motivated team, working under direction/supervision of designated Mentor in primary, secondary and community settings providing a high standard of quality clinical care. To assess, diagnose, develop and implement individualized podiatric care programmes for patients who will present with a wide range of clinical conditions including:

- Acute infections

- Chronic diseases and Long Term Conditions e.g. rheumatoid arthritis, chronic neuropathy, moderate and high-risk diabetic patients, immunologically compromised patients
- Gait problems due to foot deformity, trauma and/or joint malfunction
- Patients requiring local anaesthetic including local infiltration
- Vascular problems e.g. peripheral arterial disease
- Requirement for wound management e.g. due to poor tissue viability
- Ulcers and infected wounds

Care (under direction/supervision of designated Mentor) will be provided in a range of primary and secondary care settings including:

- Community clinics
- Health centres
- Hospital clinics (community hospitals and acute Hospitals)
- GP surgeries
- Patient homes
- Residential homes for the elderly
- Specialist biomechanics clinic sessions
- Specialist nail surgery clinic sessions
- Specialist diabetic clinic sessions

The post-holder will also be expected to plan and manage their own caseload (under direction/supervision of designated Mentor) which will include providing specialist care for patients with diabetes, those requiring local anaesthesia and nail surgery, and patients with rheumatological and biomechanical problems. The post holder will be expected to develop *SystmOne* skills commensurate with the role.

PERSONAL DEVELOPMENT

- To participate in own annual appraisal.
- To assess own educational/training needs and explore all opportunities for maintaining and updating own professional knowledge and skills.

Amending the job description: It is expected that as the organisation develops and changes it may be necessary to vary the tasks and/or the responsibilities of the post holder. This will be done in consultation with the post holder and it is hoped that agreement can be reached to any reasonable changes.

Confidentiality: The post holder must at all times maintain complete confidentiality of the material and information that they handle. Any matters of a confidential nature, or in particular, information relating to diagnoses and treatment of patients and individual staff records must not, under any circumstances, be divulged or passed on to any unauthorised person or persons. The post holder must respect patient named confidentiality in keeping with “Caldicott principles”.

Data Protection: The post holder must at all times respect the confidentiality of information in line with the requirements of the General Data Protection Regulation. This includes, if required to do so, obtaining, processing and/or using information held on a computer in a fair and lawful way, holding data only for the specified registered purposes and using or disclosing data only to authorised persons or organisations as instructed.

Policies & Procedures: The post holder will be expected to comply with all statutory legislation, the organisations governance framework and approved national and local policy. All employees are expected to comply with all of the organisations Policies and Procedures.

General: The post holder will be expected to be responsible for his/her continuing professional development and to take a proactive approach to maintaining personal and professional effectiveness in an evolving role.

The duties and responsibilities described in this Job Description are intended to be indicative but not exhaustive of the responsibilities of the post holder. As the organisation develops, the requirements of the job may change and the post holder is expected to adapt to these changes.

Health & Safety: Employees must share responsibility for abiding by health and safety policies and regulations, infection prevention and control policies and act in accordance with the Risk Management Policy. This includes compliance with The Health Act 2006 Code of Practice for the prevention and control of healthcare associated infection. In addition, be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedure is carried out to maintain a safe environment for themselves, other employees and visitors.

Equal Opportunities Policy and Anti-Harassment: The post holder will immediately report to their line manager any breach or suspected breach of both equal opportunity and anti-harassment guidelines

Safeguarding Children: Everyone employed by the organisation regardless of the work they do has a statutory duty to safeguard and promote the welfare of children. When children and/or their carers use our services it is essential that all child protection concerns are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow the Southend Essex and Thurrock (SET) child protection procedures and the organisations safeguarding policy to ensure you are equipped to carry out your duties effectively, you must also attend mandatory child protection training and updates at the competency level appropriate to the work you do.

Safeguarding Adults: Everyone employed by the Organisation regardless of the work they do has a duty to safeguard and promote the welfare of vulnerable adults. When patients and/or their carers use our services it is essential that all protection concerns are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow relevant policies in relation to safeguarding vulnerable adults. To ensure you are equipped to carry out your duties effectively, you must also attend mandatory vulnerable adult protection training and updates at the competency level appropriate to the work you do.

Organisation Structure Chart

