

Job Description – Speech & Language Therapist

Job Title: Speech & Language Therapist

Location: In line with the nature of this post, the post holder may be required to support the Professional & Clinical Multi-disciplinary Team in a regional role to ensure activity meets the agreed expectations of the Regional Head of Children’s Wellbeing and Clinical Services and relevant Regional Director

Reports to: Clinical & Wellbeing Locality Lead

OFG Wellbeing Strategy

The Wellbeing Strategy embeds a culture of positive wellbeing for all staff throughout the Outcomes First Group care, education and fostering services. The strategy uses the image of a rainbow to highlight the different wellbeing responsibilities throughout all the OFG job roles and specifically defines clinical input into universal, enhanced and specialist domains.

The Wellbeing Rainbow ensures that the needs of the children and young people who live and learn with OFG are met, whilst supporting the staff teams and foster carers with clinical advice, training and reflective practice. The Wellbeing Rainbow recognises the strength of inter-disciplinary working. Our robust clinical governance system ensures that all the clinical assessments and interventions are informed by the most current research theory and evidence base.



Job Purpose:

To provide a specialist Speech & Language service within the region. To work collaboratively with all regional services, promoting the wellbeing and best interests of the specific client group and the effectiveness of the service in achieving its aims and objectives.

To undertake all aspects of Speech and Language Therapy clinical duties, working within the ethical framework provided by the rules of professional conduct. To support senior clinicians in developing diverse, effective and innovative approaches to supporting and developing the functional communication skills of those with complex communication needs.

To provide advice, information and training to staff, other members of the inter-disciplinary support/ clinical team, commissioners and other agencies regarding complex communication issues relevant to autism and associated conditions including individuals presenting with behaviour that challenges. To support the department in providing input to the Regional Clinical Teams, supporting SALT practice across the organisation and contributing to staff professional development, research and dissemination of understanding, knowledge, and good, evidence-based practice.

Key Stakeholders:

Internal:

- Other staff within the Clinical and Professional team
- Staff in other departments within the service
- Staff in other services in the Region
- Central Office Staff

External:

- The Relatives, advocates and others of the children, young people, and young adults we support
- Placing Authorities and Service Providers
- Registration, Regulatory and Inspection bodies
- Local Services – Statutory, Voluntary and Community
- Neighbours

Key Responsibilities:

Professional and Clinical

- To provide specialist assessments for the specific client group. To make decisions about treatment options, considering relevant evidence-based research, theory, practice and highly complex factors concerning historical and development processes which have shaped the specific client group and their families
- To participate in the process of the assessment of referrals
- To formulate plans for the management of speech and language therapy support to the specific client groups across the region based on sound SALT understanding; that employs evidence-based practice and that are integrated into the overall education, care and treatment plans
- To support the clinical team in providing specialist expertise in SALT principles and techniques through advice, supervision and consultation to other members of staff
- To hold and work own caseload, under professional management
- To undertake direct intervention with the children / young adults we support.
- To be responsible for monitoring and evaluating risk to/from the specific client group within your own caseload and during advice and consultation offered to others
- To attend, and contribute, as a specialist clinician, to multi-disciplinary and multi-agency meetings as appropriate and take a lead when required
- To work as a key member of the multi-disciplinary team which encompasses the education, residential and clinical services
- To ensure appropriate liaison with professionals from external agencies about shared cases, including agencies working with the specific client groups and their carers
- To communicate and share information in a highly-skilled and sensitive manner with young people, families, other professionals and agencies using the highest levels of interpersonal skills in situations that are likely to be highly emotive and sometimes confrontational

Job Description – Speech & Language Therapist

- To help senior clinicians to ensure that all members of the team have access to a SALT based framework for the understanding and care of clients, through advice and consultation, clinical supervision and the dissemination of SALT knowledge, research and theory
- To contribute to the development of best evidence-based practice within the service
- Ensure that standards of excellence are maintained, especially in relation to communication programmes for the individuals within the designated services
- To exercise professional responsibility based on the Code of Professional Conduct and Ethics of the relevant SALT professional body
- To maintain the highest standards of clinical record keeping and report writing

Staff

- To offer training, observation, explanation and modelling to staff within the services and support them to carry out their tasks
- Raising awareness of Company policies and procedures and standards set by the Regulatory Body to staff members
- To work with supervisory staff to delegate responsibilities based on the competence of staff and needs of the Company and review to promote teamwork and communication, in accordance with Company policy
- To support the MDT to help staff exhibit the values set out by the Company and uphold standards of behaviour in accordance with Company policies
- To contribute to the clinical training of students as appropriate and provide formal feedback to the relevant training body

Teaching, Training and Supervision

- To provide specialist advice, consultation and training to all employees, contributing to the development of effective and adequately evaluated ongoing staff development and in-service training
- To provide presentations, training, advice and consultations to other agencies, as appropriate
- To continue to develop expertise in the area of professional post-graduate training and clinical supervision

Policy and Service Development

- To contribute where required to the senior operational management team to promote, support, initiate, implement and evaluate agreed service developments and projects, drawing on the analysis of need, using evidence-based evaluation of outcomes and following best practice guidelines
- To participate in multi-disciplinary meetings and support senior staff to generate written protocols and policies concerned with the delivery and development of clinical services by providing a SALT perspective, following evidence-based and good practice
- To act in accordance with the policies of the organisation and relevant SALT professional bodies Practice and Ethical Guidelines
- To maintain an up-to-date knowledge of legislation, national and local policies and issues about the specific client group
- To comply with service standards and practices to ensure that safe practices are maintained at all times

Research and Service Evaluation

- To audit and evaluate own clinical activity within the post and provide such information for the purpose of service monitoring and development
- To utilise theory, evidence-based literature and research to support effective practice
- To represent a professional viewpoint about nationally accepted good practice and to ensure a high level of ethical standards and professional conduct

Job Description – Speech & Language Therapist

- To contribute to professional, academic journals and conferences as a means of developing the service, the evidence base and disseminating good practice
- To undertake appropriate agreed research

Administration and IT

- To maintain records consistent with the current legislation
- To undertake the administrative duties appropriate to the tasks
- To be aware of the mechanisms of Clinical Governance, Quality Assurance and audit of SALT services
- To be competent in the use of basic IT packages. To maintain comprehensive clinical notes & consultation records
- To develop a skill base in the administration and analysis of a range of IT packages as required

General

- Ensure awareness that the service operates to agreed budgets and contribute to keeping within these budgets as instructed
- Exercise vigilance regarding Health and safety, promptly report all hazards, and remedy them where appropriate. Undertake all duties in a manner calculated to minimise or avoid unnecessary risks, personally or to others
- Operate at all times in accordance with company policies and procedures, with particular reference to Safeguarding, Child Protection, Whistleblowing, Complaints and Representations and Behaviour Policies
- To actively participate in internal and external CPD training and development programmes
- Participate in team meetings, supervisions and annual reviews in accordance with Company policy and the standards set by the Regulatory Body
- Work to promote the service as a valued, professional asset within its community and also to promote a culture that individuals and staff conduct themselves at all times in a manner that reinforces this image
- Ensure that all actions are in the interests of the Service Users and the Company
- To work to and exhibit the values of the Company and maintain standards of behaviour in accordance with Company policies, procedures and practices
- To carry out any other reasonable and relevant duties as required by the Clinical and Wellbeing Locality Lead or Regional Head of Wellbeing and Clinical Services

Managing own Performance and Development

- Being aware of and complying with policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, and reporting all concerns to an appropriate designated person
- Contributing to the overall ethos/work/aims of the company
- Appreciating and supporting the role of other professionals
- Attending relevant meetings as required
- Participating in training and performance management as required
- Achieve challenging professional goals
- Take responsibility for your professional development

Health and Well-Being

- Be aware of the current legal requirements, national policies and guidance on the safeguarding and promotion of the well-being of children and young people
- Know how to identify potential abuse or neglect and follow safeguarding procedures
- Know how to identify and support children and young adults whose progress, development or well-being is affected by changes or difficulties in their circumstances, and when to refer them to colleagues for specialist

Job Description – Speech & Language Therapist



support

Team Working and Collaboration

- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them

The above serves as a guide and is not exhaustive; all professional staff are expected to undertake other duties and projects as may be reasonably required by their Line Manager / Clinical and Wellbeing Locality Lead / Regional Head of Wellbeing and Clinical Services or Head of Service/Principal/Headteacher/ Head of Care / Regional Director. You will be working as part of a friendly team. You may be asked to provide extra support during busy periods, working together in a mutually supportive way towards shared priorities.

I have read through the job description and agree to perform the duties as outlined above

Job Holder's signature

Name: _____

Signed: _____

Date: _____

Signed on behalf of the OFG Group

Name: _____

Title: _____

Signed: _____

Date: _____

Person Specification

Experience	Essential	Desirable
<ul style="list-style-type: none"> Relevant experience working at a postgraduate level 		✓
<ul style="list-style-type: none"> Experience within the specialist client group. (complex communication issues relating to autism, including language disorder, dyspraxia, sensory impairment, learning disabilities/difficulties and associated challenging behaviour) 	✓	
<ul style="list-style-type: none"> Experience of multi-professional work with teams or services within the designated speciality 	✓	
<ul style="list-style-type: none"> Experience of teaching, training and professional and clinical supervision 		✓
Skills, Knowledge and Aptitudes		
<ul style="list-style-type: none"> Knowledge of a range of assessment tools and evidence of skilled application relevant to the specialist client group 	✓	
<ul style="list-style-type: none"> Knowledge of legislation, national policies and procedures relevant to children and young people with autism and related conditions 	✓	
<ul style="list-style-type: none"> Knowledge of a range of approaches relating to communication, autism and learning disability 	✓	
<ul style="list-style-type: none"> Evidence of understanding the relationship between behaviour and communication 	✓	
<ul style="list-style-type: none"> Knowledge of sensory differences 	✓	
<ul style="list-style-type: none"> Excellent interpersonal skills- including observation, listening and empathy skills. Good communication including relationship, analytical and judgemental skills 	✓	
<ul style="list-style-type: none"> Good time management and organisational skills 	✓	
<ul style="list-style-type: none"> Excellent presentation skills both written and verbal 	✓	
<ul style="list-style-type: none"> Working knowledge of current philosophies and principles underpinning services for those within the specific client group 	✓	
<ul style="list-style-type: none"> Understanding of information governance and confidentiality and record-keeping standards 	✓	
<ul style="list-style-type: none"> Basic IT skills 	✓	
<ul style="list-style-type: none"> Competent in core areas of Speech and Language Therapy 	✓	
<ul style="list-style-type: none"> Ongoing evidence of CPD 	✓	
<ul style="list-style-type: none"> Research and Audit Skills and Experience 		✓
<ul style="list-style-type: none"> Advanced knowledge of models of service delivery and an ability to articulate the value added by the Speech and Language Therapy service within the context of multi-disciplinary work 		✓
Qualifications and Training		
<ul style="list-style-type: none"> Degree in Speech and Language Therapy 	✓	
<ul style="list-style-type: none"> HCPC registered 	✓	
<ul style="list-style-type: none"> Willingness to work towards further qualifications as required 	✓	
<ul style="list-style-type: none"> Undertake relevant group induction training on commencement 	✓	
Other		
<ul style="list-style-type: none"> Commitment to the values of the organisation 	✓	
<ul style="list-style-type: none"> Full driving licence and access to a car 	✓	

