JOB DESCRIPTION
& PERSON SPECIFICATION

Senior Speech and Language Therapist
0.5WTE Indefinite Duration Contract
Based in Harold’s Cross
JOB DESCRIPTION

TITLE: Senior Speech and Language Therapist

REPORTING TO: Director of Nursing, Clinical & Quality Services

SALARY: Department of Health & Children salary scales apply: Speech and Language Therapist, Senior €50,134 to €59,208 per annum pro rata

ANNUAL LEAVE: 30 days annual leave per annum pro rata

HEALTH: A candidate for and any person holding the office must be free from any defect or disease which would render him/her unsuitable to hold the office and be in a state of health as would indicate a reasonable prospect of ability to attend regular and efficient service.

CHARACTER: A candidate for and any person holding the office must be of good character.

HOURS OF WORK: 18.5 hours per week

WORKING WEEK: Will be determined by the Director of Nursing, Clinical & Quality and the needs of the service. Details of days of week, starting and finishing times, in accordance with service needs, will be notified to you by your Head of Department/Deputy

ETHICAL CODE: The post holder is requested to respect the special charism, ethos and tradition of Our Lady's Hospice & Care Services and to observe and comply with its general policies, procedures and regulations.

CONFIDENTIALITY: You will have access to various types of records/information in the course of your work. Such records and information are strictly confidential and unless acting on the instruction of an authorised person, on no account must information concerning staff, patients or other Hospice business be divulged or discussed except in the performance of normal duty. In addition, records may never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

JOB PURPOSE: The post holder will have responsibility for development & delivery of the Speech & Language Therapist (SLT) service and provide a quality service to meet the needs of the service user and the objectives of the organisation. The post will involve working with people with both communication and swallowing difficulties. The job will also include a developmental and educational role within the organisation for relevant service areas, patients, residents and carers. The successful candidate will deliver care within a multidisciplinary approach.
Main Duties and Responsibilities

Clinical Responsibilities

The Senior Speech & Language Therapist will:

- Be responsible for assessment, diagnosis, planning, implementation and evaluation of treatment / intervention programmes for service users according to professional standards.
- Arrange and carry out assessment and treatment / intervention programmes in appropriate settings in line with local policy / guidelines and professional standards.
- Communicate results of assessments and recommendations to the service user and relevant others as appropriate.
- Document all assessment, diagnosis, treatment / intervention plans, clinical notes, relevant contacts and summaries in accordance with department and professional standards.
- Collaborate with service user, family, carers and other staff in goal setting and treatment / intervention planning.
- Foster close working relationships with colleagues and other relevant professionals in maximising the service users' potential.
- Provide support and information in relation to communication, feeding, eating, drinking and swallowing disorders (FEDS) etc. to service users and relevant others.
- Attend clinics and participate in meetings, case conferences, ward rounds etc. as appropriate.
- Participate in teams as appropriate, communicating and working in collaboration with the service user and relevant others as part of an integrated package of care.
- Maintain professional standards of practice.
- Represent the department / profession / team at meetings and conferences as designated.
- Contribute to the development and implementation of procedures, policies and guidelines while adhering to existing standards and protocols.
- Actively engage in team-based performance management, where appropriate.
- Maintain professional standards in relation to confidentiality, ethics and legislation.
- Operate within the scope of Speech & Language Therapy practice as set out by the Irish Association of Speech & Language Therapists.
- Participate in and develop activities which support Health Promotion.

Education and Training

The Senior Speech & Language Therapist will:

- Be actively involved in the education of all staff and other relevant people on ways to promote safe swallowing and on making interactions, documents and environments accessible for people with communication disability.
- Participate in mandatory and recommended training programmes in accordance with departmental/organisational guidelines.
- Maintain and develop professional expertise and knowledge by actively engaging in continuing professional development e.g. reflective practice, by attending and presenting at in-service events, training courses, conferences, professional courses or other courses relevant to practice, participating in research etc.
- Manage, participate and play a key role in the practice education of student therapists and promote and engage in the teaching / training / support of others as appropriate.
- Engage in planning and performance reviews, as required by the organisation.
Administrative

The Senior Speech & Language Therapist will:

- Keep up-to-date administrative records, reports and statistics as required by the organisation.
- Be responsible for organisation and maintenance of own clinical equipment and identification of equipment needs as appropriate.
- Lead in the planning and development of the Speech & Language Therapy Service
- Represent the department at meetings and conferences as designated.
- Lead in the review, evaluation and audit of Speech and Language Therapy services, identifying changing needs and opportunities to improve services.
- Assist in ensuring that the Speech & Language Therapy Service makes the most efficient and effective use of developments in Information Technology.
- Keep up to date with organisational developments within the Irish Health Service.

Health & Safety

The Senior Speech & Language Therapist will:

- Comply with the policies, procedures and safe professional practice of Our Lady’s Hospice & Care Services and the Irish Healthcare System by adhering to relevant legislation, regulations and standards.
- Assist in the development, implementation and review of the department’s Health and Safety statement, as appropriate.
- Document appropriately and report any near misses, hazards and accidents and bring them to the attention of the relevant person(s).
- Work in a safe manner with due care and attention to the safety of self and others.
- Be aware of risk management issues, identify risks and take appropriate action.
- Comply with department procedures with regard to assessment, recommendation and / or manufacturing of all assistive devices.
- Support a culture that values diversity and respect.

Self-Development:

The Senior Speech & Language Therapist will:

- To be aware of current developments and issues in speech and language therapy.
- To assume responsibility for his/her own professional development and safe work practice.
- Keep up to date with relevant scientific research findings and current practices and identify and update relevant measures in response to these findings.

Professional:

- To ensure confidentiality on all matters and information obtained during the course of employment.
- To have a working knowledge of Our Lady’s Hospice & Care Services policies.
- To present and act in a professional manner at all times and ensure colleagues do likewise.
Information Technology:

- Ensure the most effective and efficient use of developments in information technology for patients care in a manner which integrated well with systems throughout the organisation.

Other Responsibilities

To undertake other duties appropriate to the office as may be required by the Director of Nursing, Clinical & Quality Services or his/her nominee.

Garda Vetting:

Arrangements have been introduced, on a national level, for the provision of Garda Vetting in respect of candidates for employment in areas of the Health Services, where it is envisaged that potential employees would have substantial access to children or vulnerable individuals. Each candidate will be required to complete a Garda Vetting form.

The post holder may be required to perform other duties as appropriate to the post, which may be assigned to him/her from time to time, and to contribute to the development of the post while in office. This job description will be subject to review in the light of changing circumstances. It is not intended to be exhaustive but should be regarded as providing guidelines within which individuals work.

The duties and responsibilities detailed above are a reflection of the present service requirements and may be subject to review and amendment to meet the changing needs of the service.
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<th>Criteria</th>
<th>Essential</th>
<th>Desirable</th>
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| Qualifications | (a) (i) Bachelor in Science in Clinical Speech and Language Studies, University of Dublin, Trinity College Dublin.  
   or  
   (ii) Bachelor of Science (Speech and Language Therapy), University College Cork  
   or  
   (iii) Bachelor of Science (Speech and Language Therapy), National University of Ireland, Galway  
   or  
   (iv) Master of Science in Speech and Language Therapy (Professional Qualification), University of Limerick.  
   or  
   (v) A Speech & Language qualification approved for registration with CORU, at least equivalent to (i), (ii), (iii) (iv) or (v) above  
  (b) a suitable standard of professional attainments  
  (c) the requisite knowledge and ability (including a high standard of suitability and ability) for the proper discharge of the duties of the office | • Further training or research in Care of Older People services or Palliative Care |
Experience

- Have at least three years post graduate adult clinical Speech & Language Therapy experience
- Clinical experience in management of feeding eating drinking swallowing disorders
- Knowledge of current HSE and HIQA standards and policies in relation to Dysphagia management
- Demonstrate depth and breadth of experience working in Older Persons Care / Neurology / services for people with life limiting conditions as relevant to the role.

- Work/research related to older age / chronic disease / palliative care
- Experience in clinical Speech & Language Therapy in a hospital setting.
- Development of clinical standards and protocols.
- Clinical audit and evaluation.

Core Competencies

General

- Demonstrate an understanding of Our Lady's Hospice & Care Services Core Values & Mission Statement.

Professional knowledge and skills

- Demonstrate the requisite clinical knowledge and high level of competence in the delivery of Speech & Language Therapy assessment, intervention and evidence based practice with a client group of older people and / or people with a life limiting condition.
- Apply expert knowledge and understanding of complex symptoms associated with progressive disease & declining health in order to recognise and address current and prospective communication and swallowing issues for residents.
- Demonstrate clinical experience in the management feeding eating drinking swallowing (FEDS) disorders.
- Demonstrate the ability to work with multiple stakeholders across clinical and non-clinical services with the objective of optimising the communication status of patients in line with current HSE and HIQA standards and policies.
- Demonstrate the ability to consider the significant impact of other comorbidities on an individual's Speech & Language Therapy care plan and manage Speech & Language Therapy priorities in conjunction with other treatments.
- Demonstrate and apply previous experience of research and audit at either undergraduate, postgraduate level or within the work environment.
- Demonstrate evidence of and commitment to continuing professional development.
Communication/interpersonal skills

- Demonstrate sufficient command of the English language both verbal and written to effectively carry out the duties and responsibilities of the role.
- Demonstrate the ability to use a variety of strategies to engage in skilled, compassionate, individualised and timely communication with older adults and individuals with life limiting conditions, families, carers and members of the multidisciplinary team.
- Display awareness and appreciation of the service users and the ability to empathise with and treat others with dignity and respect.

Leadership skills

- Demonstrate the ability to lead out and bring projects / initiatives to completion.
- Demonstrate the ability to work in a busy environment with a high level of responsibility.
- Demonstrate self-awareness of own strengths and areas for development.

Planning and organisational skills

- Demonstrate the ability to plan and deliver care in an effective and resourceful manner within a model of person-centred care.
- Demonstrates the ability to plan, organise and manage time effectively.
- Demonstrate flexibility and the ability to work effectively within a changing healthcare environment.

Problem Solving & Decision Making

- Demonstrate the ability to effectively evaluate information and make appropriate decisions.

Quality

- Demonstrate a commitment to assuring high standards of service delivery, audit and service evaluation.
- Demonstrate an understanding of the impact and implication of current wider healthcare developments and changes on the delivery of services within the organisation.
- Demonstrate ability to utilise supervision effectively.

Teamwork

- Demonstrate effective team skills including the ability to work as a member of a multi-disciplinary team.
- Demonstrate a team-based, consultative and highly flexible approach.

Education and training

- Demonstrate a level of competency in IT, training and presentation skills relevant to the position.