



Job Description, Person Specification & Supplementary Information Agreement Form

Post Title: Podiatrist Extended Scope Advanced Practitioner

The attached job description, person specification and supplementary information will be used as part of the Agenda for Change job matching/evaluation process.

We the undersigned agree the attached document is an accurate reflection of the duties of the post, and the person specification indicates the skills and knowledge, which is required of the post holders. The supplementary information provides accurate information of additional job related factors.

Name of Post Holder(s): (Attach List if appropriate)			
Department:			
Contact number:			
Signature:		Date:	

Line Manager's Name:			
Signature :		Date	
Contact number:			
General Manager / Service Director's Name:			
Signature		Date	
New Role / Vacancy (PLEASE DELETE AS NECESSARY)		NO	

If this post is a new role or vacancy with no member of staff currently in post there is no requirement to have it signed by a post holder.

Please e-mail a copy of the job description and agreement form to:

██████████, Pay Modernisation Manager, ██████████

Please also send a signed copy to:

██████████, Pay Modernisation Manager, Hywel Dda Health Board, HR Department, Hafan Derwen, Parc Dewi Sant, Carmarthen, Carmarthenshire, SA31 3BB

JOB DESCRIPTION

JOB DETAILS

Job Title: Podiatrist Extended Scope Advanced Practitioner

Pay Band: **Band 7**

Directorate: Support Services

Department: Department of Podiatry & Orthotics

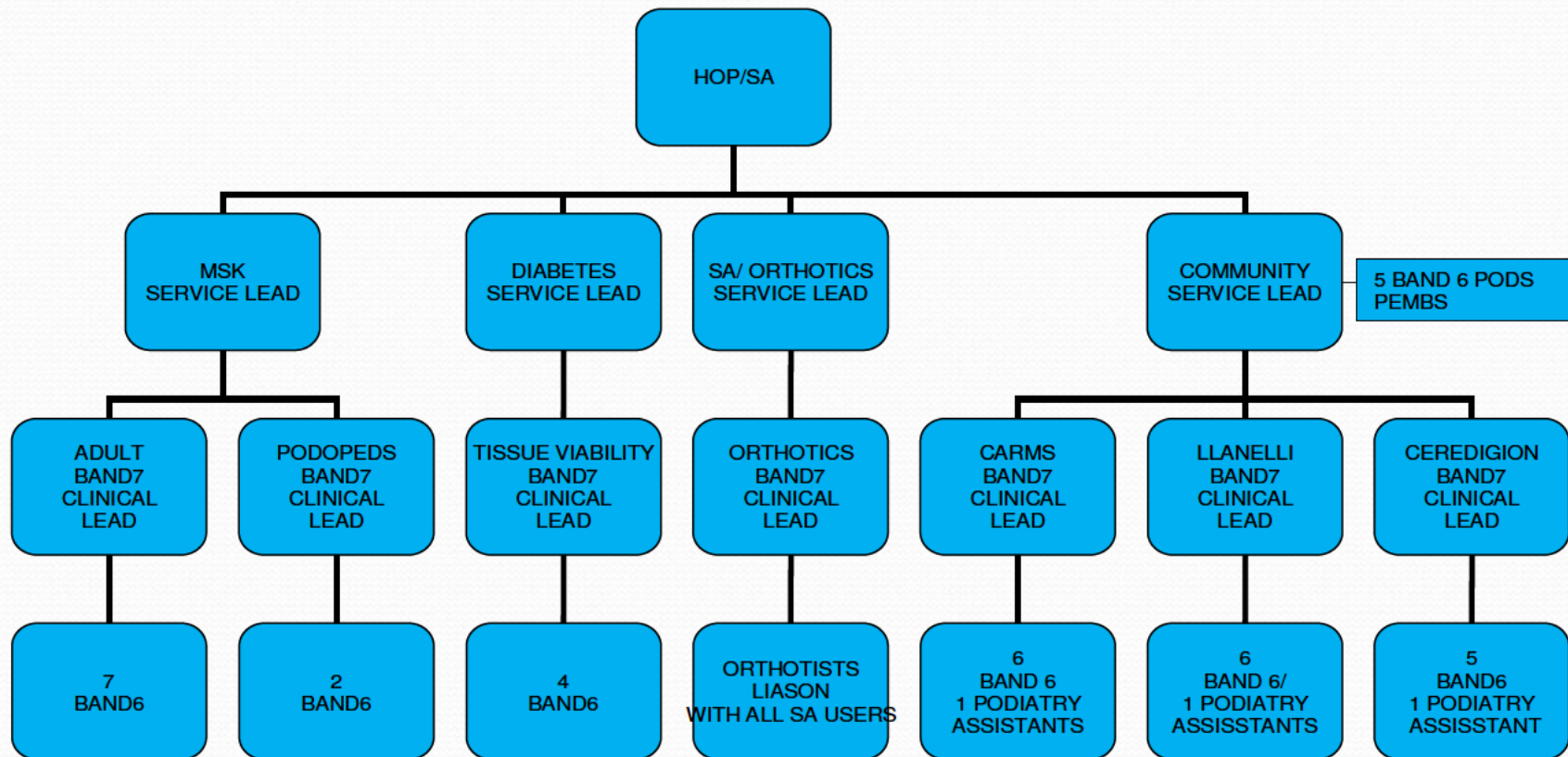
ORGANISATIONAL ARRANGEMENTS

Accountable to: Head of Podiatry HB/ Orthotics Services Lead

Responsible For: Junior Podiatry Staff / Podiatry Assistants as delegated

Organisation chart:

Hywel Dda Podiatry/SA



JOB SUMMARY / PURPOSE

1. To provide a clinical Extended Scope role in the delivery of Podiatry and Orthotic Services for clients with musculoskeletal problems by:
 - Developing and maintaining clinical standards in line with best practice.
 - Developing a competency based framework for practitioners working with clients who require orthotic devices and providing skills based training.
 - Critical analysis, appraisal and synthesis of current research outcomes and / or relevant literature in order to maintain expert levels of knowledge and practice.
2. Working as part of a multi-disciplinary team providing a high standard of service to patients with biomechanical and musculoskeletal disorders and those at high risk of developing serious complications due to the nature of their medical condition e.g. Orthopaedics, Diabetes, Neurological disorders, Peripheral ,Vascular Disease.
3. Work in collaboration with the multi-disciplinary team, other appropriate health and social care sectors to negotiate care provision across the primary / secondary care interface.
4. To participate in the planning, development and evaluation of Podiatry and Orthotic Services, with use of innovative practice and technology.
5. To contribute to the maintenance and development of the Hywel Dda Orthotic and Podiatry Services.
6. To present at conferences and courses, including teaching other professionals about Musculoskeletal problems and Orthotics.
7. To participate in CPD and other development issues, including audit and research.
8. To autonomously manage a caseload of clients with highly complex needs, using evidence based / client centred principles to assess, plan, implement and evaluate interventions in primary and secondary care settings. This may include domiciliary visits.
9. Work as an Extended Scope Practitioner as part of the MCAT team triaging Orthopaedic referrals, acting on these referrals and discharging independently. Work in both the Primary and secondary care setting alongside Specialist ESP Physiotherapist, GP, and Consultant Orthopaedic Surgeons .

MAIN DUTIES AND RESPONSIBILITIES

- Manages complex and highly developed specialist caseload independently, working as an autonomous practitioner to plan and carry out assessment and treatment and refer to other disciplines when appropriate. Ensures appropriate patient numbers are undertaken within clinical setting and monitors waiting lists and acts to find ways to work effectively, finding solutions to waiting time issues and new ways of working.
- Leads in standard setting for Podiatry practitioners in Hywel Dda Health Board regarding specialist management of clients with musculoskeletal disorders.
- Has highly developed specialist knowledge in musculoskeletal problems and Orthotics across a range of procedures and practices incorporating this understanding into the clinical planning process. This would practically mean having expert Anatomical, Physiological and medical knowledge, as well as assessing the patient's gait and musculoskeletal system using treadmill, complex slow motion photography, computerised force plate analysis and 3D kinematics. An understanding of imaging, blood chemistry reports and other diagnostic investigations would be undertaken, requested and acted on. Treatments may include Physical therapy i.e. exercises,

ultrasound, ice compression therapy, as well as training programmes, diet and medical advice. The provision of a complex range of surgical appliances such as AFO's, spinal, ankle and knee braces as well as the manufacture of Orthotics would be expected. Injection therapy including diagnostic and therapeutic LA and steroid injection procedures would be expected.

- Communicates and negotiates with patients, families/carer's and colleagues to ensure common client led goals and priorities of intervention based on optimizing musculoskeletal function and resolution of symptoms, and empowering patients and carer's to make informed decisions about development and progress of their podiatric treatment plan.
- Able to structure specialised, complex and clear care plans based on best practice.
- Communicates highly complex, sensitive condition related information from assessment to clients, carers, families and multidisciplinary / agency team members / other professionals.
- Demonstrates empathy with clients, carers and families, ensuring that effective communication is achieved often where barriers to understanding exist.
- Demonstrates and understands the need for effective communication and negotiation in communication information, advice, instruction and professional opinion to colleagues, patients, clients, service users, their relatives and carers.
- To balance professional issues such as confidentiality and duty of care in a multidisciplinary setting in order to work effectively.
- Highly specialised knowledge underpinned by current evidence based practice. This will include biomechanics, musculoskeletal disorders, Orthopaedics, systemic disorders, use of force plate scanning systems and neurological assessment in relation to Orthotic conditions.
- To define a differential diagnosis on the basis of evidence from assessments.
- Synthesise assessment data and Orthotic / Appliance prescription interventions to structure clear care plans based on best practice.
- Formulates and applies relevant Orthotic assessment to the individual.
- Demonstrates highly developed physical skills with a high degree of precision and high levels of hand, eye and sensory co-ordination necessary to use complex measurement and data acquisition techniques in recording all pertinent information to ensure accuracy of patient prescriptions.
- Manufacture foot orthoses using appropriate machinery and equipment
- Perform mechanical and technical adjustments to orthoses in line with their design and in a way which maintains their quality.
- Evaluate the completed device on the patient to ensure the desired quality of body-device interface, functional alignment, comfort, cosmetic appearance and mechanical integrity and safety.
- Continuously evaluates effectiveness of individual patient treatment intervention in relation to planned patient outcome and updates / re-aligns care plan based on progress.
- Able to assess, develop and implement a highly specialist programmes of care and treatment to meet the needs of clients.
- Able to write reports, providing appropriate intervention and evaluating outcomes on a range of Orthotic products and treatments and be a lead player in the development of the Product Formulary.
- Negotiates with others around case management in complex cases.
- Demonstrates skills in dealing with complex issues to generate appropriate strategies for caseload management.
- Influence the care provided by other Health and Social Care professions through provision of guidance and involvement in formal teaching.

- Provide assessment and treatment to emotionally demanding clients.
- To define a differential diagnosis on the basis of evidence from assessments.
- Ensure that all equipment/orthoses provided to patients is cost effective. Will be involved in the ordering and provision of evidence based appliances to enable sufficient and appropriate stock levels available. To ensure appliance manufacturing facility works smoothly and is maintained within agreed protocols and abides by all H&S legislation.
- Record, investigate and report non-conformances against the ISO quality system and take subsequent recommended action.
- Work collaboratively with Orthotic and Podiatry practitioners in Hywel Dda in all fields of practice
- Liaise effectively with other members of the PCAT team in order to provide best care and treatment to clients.

Service Management

- Develop reliable outcome measurement for speciality, using validated tools where possible.
- Demonstrates negotiation skills and management of conflict, with responsibility for resolving service users requirements in relation to clinical speciality. Be proactive in the development of the HB product formulary, this will involve negotiation with a number of service users including Orthopaedics, A&E, Physio, OT, and external contractors.
- Organise and manage the complex tasks relating to the referral, treatment and discharge of patients within the Podiatry and Orthotics Service.
- Coordinates activity of more than one discipline / other colleagues in certain circumstances e.g. arranging joint multidisciplinary assessment.
- Negotiate service change with other members of the Orthotic and musculoskeletal team in the context of continued development, implementation and evaluation of service provision.
- Work with professional line manager to identify opportunities for improvement of service, practice, products and systems in line with current national guidelines e.g. NSF's , NICE guidelines, and good practice, and ensure adherence to those guidelines
- Be proactive in the development of standards and outcome measurement for good practice.
- Take the delegated lead on development of a particular team objective or project in liaison with peers and assumes delegated responsibilities within project framework e.g. compiling draft reports etc.
- Advises line manager on issues of service delivery including shortfalls, service pressures etc.
- Awareness and adherence to service plan.
- Contribute to multidisciplinary team building and policy development where appropriate, including the negotiation of collaborative working arrangements.
- Using specialist knowledge to contribute to service / policy development at departmental level.
- Represent the Podiatry and Orthotic service in service planning or delegated responsibility when related specifically to this clinical area.
- Be able to exercise good personal time management, punctuality and consistent reliable attendance in accordance with HB policies.
- Understands the need to manage time and resources to maximum effect, prioritising caseload, managing own time and working to deadlines.
- Monitor stock levels and order new equipment as appropriate.

- Care and maintenance of equipment, ensuring standards of infection control and safety are maintained including those loaned to clients.

Communications

- Provides mentoring and support and second opinions to Orthotists/Podiatrists in relation to highly specialist area.
- Demonstrate teaching and presentation skills and be able to participate in supervision and education of all staff within the multidisciplinary team.
- Plans and implements training to others.
- Be actively involved with fieldwork education.
- Assists in development of students from other professional groups as appropriate.
- Provides specialist training and presentations in the area of clinical expertise at local and national level.
- Undertakes research and development, clinical trails and audits within Podiatry/Orthotics.

Information Processing

- Initiates and undertakes research / audit particularly in the area of expertise. Formulates Podiatric and Orthotic intervention within agreed national, local and professional guidance and standards, acknowledging current evidence.
- Participates in and develops innovations in the areas of risk management, quality standards setting and clinical effectiveness.
- Contributes to others research by providing data.
- Facilitate a proactive approach to challenge and question established treatment methods and approached that is not evidence based, being able to critically appraise information and translate into current practice.
- Monitors own highly specialised service delivery and reports to a line manager re: project progress.
- Works independently accessing supervision within an individual performance review framework.
- Knowledge and adherence to national and local clinical guidelines.
- Contributing to the development of local multidisciplinary clinical guidelines informed by evidence for clinical specialist.
- Demonstrates clinical governance principles as an intrinsic ingredient of clinical practice.
- Deliver Podiatric and Orthotic interventions within agreed National, Local, Departmental and Professional Protocols and within current evidence underpinning practice.
- Demonstrate an understanding of national trends relevant to assessment and intervention within the speciality.
- Take an active role within local service and clinical networks.
- Investigate and participate in activities that lead to effective patient involvement in service evaluation and design.
- Provide evidence-based information as appropriate, on pain, dysfunction and lower limb disorders and how this impacts on symptoms and mobility.

Personal and People Development and People Management

- Facilitate the development of others problem solving / negotiation skills with peer review / support context.

- Contributes to the development of Orthotists, Podiatrists, Podiatry assistants, students and volunteers.
- Be able to explain the role of the Podiatrist/Orthotist to visitors, students, volunteers etc.
- Assumes responsibility for coordinating student placements within own team.
- Contributes to the teaching of other staff.
- Contributes to the identification of training needs within the team.
- Responsible for actions delegated to support staff.

Health, Safety and Security

Act within legislation, policies and procedures relating to information governance.

Attend statutory/mandatory training.

Responsibility for ensuring the Health & Safety policies and procedures are implemented in their designated area of responsibility.

Service Improvement

- Participates in and develops innovations in the areas of risk management, quality standards setting and clinical effectiveness.
- Contributes to others research by providing data.
- Facilitate a proactive approach to challenge and question established treatment methods and approached that is not evidence based, being able to critically appraise information and translate into current practice.
- Monitors own highly specialised service delivery and reports to a line manager re: project progress.
- Works independently accessing supervision within an individual performance review framework.
- Knowledge and adherence to national and local clinical guidelines.
- Contributing to the development of local multidisciplinary clinical guidelines informed by evidence for clinical specialist.
- Demonstrates clinical governance principles as an intrinsic ingredient of clinical practice.
- Deliver Orthotic interventions within agreed National, Local, Departmental and Professional Protocols and within current evidence underpinning practice.
- Demonstrate an understanding of national trends relevant to assessment and intervention within the speciality.
- Take an active role within local service and clinical networks.
- Investigate and participate in activities that lead to effective patient involvement in service evaluation and design.
- Provide evidence-based information as appropriate, on pain, dysfunction and lower limb disorders and how this impacts on symptoms and mobility.

Quality

- Initiates and undertakes research / audit particularly in the area of expertise. Formulates Podiatric/ Orthotic intervention within agreed national, local and professional guidance and standards, acknowledging current evidence.

Equality and Diversity

To ensure that equality and diversity issues are recognised and addressed in accordance with legislation, policies and procedures.

Actively promotes equality of opportunity and diversity in own area of responsibility. It is intended to go beyond compliance with equality legislation and move towards a situation where there is awareness in your area of and active commitment to the need to ensure equality of opportunity and the benefits of diversity.

Finance and Resources

Specific financial tasks in relation to the role
e.g. Surgical Appliance budget monitoring essential aspect of role.

Developing product formulary that HB clinicians can use.

Source the most cost effective and clinically effective appliances from external contractors

General

Other tasks and duties may be determined by appropriate line manager as the role develops

NHS CODE OF CONDUCT FOR MANAGERS

The post holder will be expected to adhere to the standards laid down in the NHS Code of Conduct for Managers and at all times act in a manner that reflects and promotes the values of the HB.

The post holder must ensure all activity and service objectives are effectively met in compliance with HBs standing orders and SFIs, scheme of delegated authority and employment legislation.

COMPETENCE

- The post holder is required to participate in the Hywel Dda PDR process and work towards meeting identified development needs.
- The postholder is required to demonstrate on-going continuous professional development.
- At no time should the postholder work outside their defined level of competence. If the postholder has concerns regarding this they should immediately discuss this with their Manager/Supervisor/Consultant. The postholder has the responsibility to inform those supervising their duties if they are not competent to perform a duty.

REGISTERED HEALTH PROFESSIONAL

All staff who are members of a regulatory body must comply with standards of professional practice/conduct. It is the postholders responsibility to ensure they are both familiar with and adhere to these requirements.

RISK MANAGEMENT/HEALTH & SAFETY

- The postholder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the Hywel Dda. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.
- The postholder has the responsibility for monitoring the progress on action plans in relation to risk, health and safety.
- The postholder has the responsibility for the development of risk profiles and a risk register within their area of responsibility.
- The postholder has the responsibility for developing systems to monitor performance against agreed performance indicators.

HARRASSMENT & BULLYING

The HB condemns all forms of harassment and bullying and is actively seeking to promote a workplace where employees are treated with dignity, respect and without bias. All staff is requested to report any form of harassment and bullying to their line manager or to any Director of the HB.

RECORDS MANAGEMENT

The postholder has the responsibility for timely and accurate record keeping and where appropriate in accordance with professional guidelines and the HB therapies record keeping policy.

The postholder has the responsibility for the creation and maintenance of records in accordance with Hywel Dda policy and the data protection act.

FLEXIBILITY STATEMENT

The developing and rapidly changing nature of the organisation will require considerable flexibility from the post holder. This job description indicates the main functions and responsibilities for the post and is not intended to be a fully inclusive list and the duties and responsibilities specified in this job description are subject to change as the needs of the HB evolve. On agreement with the post holder, this job description will be amended, as necessary, in the event of future organisational and professional changes and/or personal development.

CONFIDENTIALITY

All staff may have access to confidential information about patients, staff or health service business. On no account must such information be divulged to anyone who is not authorised to receive it. Confidentiality of information must be preserved at all times whether at or away from work. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and /or prosecution under current statutory legislation (Data Protection Act) and the HB Disciplinary Policy.

GENERAL

The postholder needs to ensure they are familiar with their terms and conditions of service,

EQUAL OPPORTUNITIES

It is the aim of the Hywel Dda HB to ensure that no job applicant or employee receives less favourable treatment on grounds of gender, religion, race, colour, sexual orientation, nationality, ethnic or national origins or is placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. To this end, the HB has an Equal Opportunities Policy and it is for each employee to contribute to its success.

OUTSIDE EMPLOYMENT/OUTSIDE INTERESTS

Any other work or outside interests must not conflict with the duties and responsibilities of your attendance for work as an employee of the HB.

ENVIRONMENTAL

The Hywel Dda Health Board is committed to its environmental responsibilities. The Board recognizes that its activities, including energy consumption, waste generation, transportation emissions, water use and resource consumption, have a significant impact on the environment. As an integral part of its commitment to ensure high quality patient care, all staff have a responsibility to adhere to environmental policy and procedure at both an organisational level and within their own area of work to ensure legal compliance. Staff will do their utmost to minimize the environmental impacts of Health Board activities and services, and seek to continually improve operations to minimize their environmental effects. Staff should take note of relevant communications and attend mandatory training when required.

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Experience	<ul style="list-style-type: none"> • Extensive post graduate experience needed at specialist / Advanced level in this area. • Co-ordinating clinical and/or organisational audit • Innovation in service delivery • Representing the Orthotist /Podiatry/SA profession/specialist area in public /professional arena • Strategic planning /developing guidelines and standards • Extensive networking in this area to provide effective treatments i.e. liaison with footwear companies, Orthotist's, medical, Consultant and other staff such as Physio, Podiatry, plaster technicians etc. • Experience of having supervised and managed staff that are directly accountable to the post holder. 	<ul style="list-style-type: none"> • Previous comprehensive experience working at specialist level within NHS 	<ul style="list-style-type: none"> • Interview / application form
Qualifications and Knowledge	<ul style="list-style-type: none"> • Degree in Podiatry or equivalent qualification • Registered with HPC • Evidence of extensive postgraduate experience / qualifications within Biomechanics to Masters level i.e. Postgraduate certificate in musculoskeletal disorders course. • Evidence of audit, research in this area 	<ul style="list-style-type: none"> • Masters degree related to specialist area of work 	<ul style="list-style-type: none"> • Degree / Diploma / Certificate • Evidence of additional relevant qualifications
Aptitude and Abilities	<ul style="list-style-type: none"> • Competent in the use of a variety of diagnostic equipment e.g., Doppler imaging, Scan / Gait plate analysis, Imaging, Blood chemistry, Injection therapy. • Highly developed precision, hand to eye coordination as exemplified by the taking of precise measurements/assessments for complex Orthotics. • Ability to diagnose – prescribe a range of highly complex Orthosis including scotch casting as well as 	<ul style="list-style-type: none"> • Ability to work under pressure with frequent interruptions • Previous experience of use of RS Scan system 	<ul style="list-style-type: none"> • Application form • Interview

	<p>the ability to have an understanding of x-rays and other diagnostic tests.</p> <ul style="list-style-type: none"> • Demonstrates and is able to interpret the signs and symptoms of systemic disorders as they manifest in the lower limb with particular reference to muscular/skeletal conditions, Orthopaedics, rheumatoid arthritis, diabetes, neurological and developmental disorders. • Have the ability to work as part of a team i.e. MCAT and secondary care setting Consultants, liaison with Orthopaedic Consultants and Physio team. • To be able to communicate highly complex information in dealing with service users, health professionals and other agencies • To prioritise delegated workload effectively and organize the cascade of this element of the service. • Proven clinical reasoning skills/problem solving skills in the management of complex cases • Be the lead clinician within the trust and a source of expert advice for stakeholders outside i.e. GP's. • Keyboard skills • Able to lead in audit and research for this element of service 		
<p>Circumstances</p>	<ul style="list-style-type: none"> • High level of knowledge in all clinical areas • Highly developed specialist knowledge in biomechanics related musculoskeletal problems, tissue viability conditions, footwear, Orthotics and casting techniques. Extensive knowledge of medically related conditions, pharmacy products i.e. NSAID's and diagnostic procedures such as imaging. Have particular expertise in MSK and foot function in relation to pressure relief i.e. Charcot conditions, extensive ulceration etc. Be the expert source of knowledge for the entire HB in this area. 	<ul style="list-style-type: none"> • Involvement in regular audit and research programmes • Knowledge of operating office software programmes • Knowledge in the area of 	<p>Application form</p> <p>Evidence of certificates etc</p>

	<ul style="list-style-type: none"> • Recognised qualification to masters level • Able to interpret national guidance • CPD portfolio • Undertakes and leads on audit, research and clinical trials within Biomechanics both clinically and in the drive for cost and clinical effectiveness. • Evidence of providing specialist training to own and other professions. • Proposes changes to service area and negotiates this with Head over issues of contracting and product formulary. Have responsibility for monitoring SA spend. 	footwear, appliances and Orthosis, in the writing of prescriptions	
Other	<ul style="list-style-type: none"> • Highly developed communication and negotiation skills • Ability to work with initiative as well as being part of a team • To have a flexible approach and be motivational and competent • Have a friendly, approachable and personable manner 		<ul style="list-style-type: none"> • Interview • Evidence from past experiences

SUPPLEMENTARY JOB DESCRIPTION INFORMATION

Effort Factors	If Yes, frequency:						Example
	Y	N	Daily	Weekly	Monthly	> Monthly	
Physical Effort							
Working in uncomfortable/unpleasant physical conditions	x		x				Domiciliary treatments, Appliance lab inappropriate. Some clinical environments inappropriate
Working in physically cramped conditions	x		x				Domiciliary treatments, Appliance lab inappropriate. Some clinical environments inappropriate
Lifting weights/equipment with mechanical aids		x					
Lifting weights/equipment without mechanical aids		x					
Making repetitive movements	x		x				Appliance manufacturing. Measuring and assessing
Climbing or crawling		x					
Manipulating objects	x						Use of scalpel on casts
Manual digging		X					
Running		X					
Standing/sitting with limited scope for movement for long periods	X						Inappropriate clinical environment

Kneeling, crouching, twisting, bending or stretching	X						Many patients are in wheelchairs and unable to raise their legs, need to get down and assess and measure for shoes and appliances
Standing/walking for substantial periods of time		X					
Heavy duty cleaning		X					
Pushing/pulling trolleys or similar		X					
Working at heights		X					
Controlled restraint ie jobs requiring training/certification in this		X					

Effort Factors	Y	N	If Yes, frequency:				Example
			Daily	Weekly	Monthly	> Monthly	
Mental Effort							
Carry out formal student/trainee assessments	x				x		UWIC student programme
Carry out clinical/social care interventions	x			x			
Analyse statistics	x			x			Budgetary responsibility for appropriate Orthotics spend. Undertake audit and research
Operate equipment/machinery	x		x				Appliance lab machinery
Give evidence in a court/tribunal/formal hearings	x					x	Rarely, more common is the preparation of legal reports
Attend meetings (describe role):	x			x			HB representative on All Wales managers group..

Carry out screening tests/ microscope work		x					
Prepare detailed reports	x					x	Legal complaints
Check documents	x		x				Any WAG,HB, related Podiatry/Orthotics documents and professional body literature
Drive a vehicle	x		x				Domiciliary and peripheral clinics
Carry out calculations	x		x				Budgetary responsibility for appropriate Orthotics spend
Carry out clinical diagnosis	x						Daily occurrence Orthopaedic, MSK patients
Carry out non-clinical fault finding		x					

Effort Factors	Y	N	If Yes, frequency:				Example
			Daily	Weekly	Monthly	> Monthly	
Emotional Effort							
Processing (eg typing/transmitting) news of highly distressing events		x					
Giving unwelcome news to patients/ clients/carers/staff	x		x				Pt with severe msk problems or vascular ulceration leading to amputation, Possibility that their appliance may not be working or helping and that nothing else can be done
Caring for the terminally ill	x				x		Only in the provision of suitable appliances in opd, or hospice, not actually caring predominantly for patient

Dealing with difficult situations/ circumstances	x		x				Pt in pain ,distressed at long waits for tretment
Designated to provide emotional support to front line staff		x					
Communicating life changing events	x				x		Amputation, neurological illness and the use of adaptations /appliances
Dealing with people with challenging behaviour	x		x				Pt in pain ,distressed at long waits for treatment, learning difficulties
Arriving at the scene of an accident		x					

Effort Factors	Y	N	If Yes, frequency:				Example
			Daily	Weekly	Monthly	> Monthly	
Working Conditions							
Inclement weather	x			x			Domiciliary visits
Excessive temperatures		x					
Unpleasant smells/odours	x		x				Diabetic ulceration,necrotic tissue
Noxious fumes		x					
Excessive noise &/or vibration		x					
Use of VDU more or less continuously		x					
Unpleasant substances/non-household waste	x		x				Ulcer dressings, chemicals used in appliance lab
Infections Material/Foul Linen	x		x				Ulcer dressings

Body fluids, faeces, vomit	x		x				Exudate from ulcerations
Dust/dirt		x					
Humidity		x					
Contaminated equipment or work areas	x		x				Appliance lab, pt with ulcer exudate,mrsa
Driving/being driven in normal situations		x					
Driving/being driven in emergency situations		x					
Fleas or lice		x					
Exposure to dangerous chemicals/ substances in/not in containers	x			x			Solvents, glues, dust from grinding machine
Exposure to aggressive verbal behaviour where there is little/no support	x				x		Peripheral clinics, domiciliary visits
Exposure to aggressive physical behaviour where there is little/no support		x					

Effort Factors	If Yes, frequency:						Example
	Y	N	Daily	Weekly	Monthly	> Monthly	
Freedom to Act							
Does the postholder generally work with the supervisor/manager close by/available		x					
Does the postholder generally work with the supervisor/manager contactable by telephone	x						
Is the postholder the lead specialist in their field	x						

How often on average is guidance/advice given							Meet with manager within appraisal framework. Intervals vary depending upon developments and circumstances. Works normally as an independent autonomous practitioner prioritising own workload and developing individual packages of care within evidence based practice.
How often is your work checked/monitored/assessed							Post holder is expected to be the lead specialist for this aspect of the Podiatry/Orthotic service including working within professional policies and guidelines. Will be responsible for confirming best practice in this area through National networking and referring to evidence based practice. Will also be responsible for managing staff in this area and for providing specialist training to own and other professions.