



POWYS TEACHING HEALTH BOARD JOB DESCRIPTION

JOB DETAILS

Job Title:	Consultant Therapist – Long Term Conditions
Pay Band:	8b
Hours of Work and Nature of Contract:	To be completed on recruitment
Service Group:	Community Services Group
Department:	Powys Living Well Service
Base:	To be completed on recruitment

ORGANISATIONAL ARRANGEMENTS

Managerially Accountable to:	Head of Powys Living Well Service
Professionally Accountable to:	Relevant Professional Lead

VALUES & BEHAVIOUR



Our Values and Behaviours are demonstrated through our 'Health Care Strategy' centred on the Needs of the Individual' through Respect, Trust, Integrity, Working Together, Kindness and Caring and Fairness and Equality.

JOB SUMMARY / PURPOSE:

The post holder will be the clinical lead for the Allied Health Professional element of the Powys Living Well Service for the Health Board. They will fulfil a specialist clinical role with people across the pathway which will include Pain, Fatigue, and Weight Management. They will provide an AHP lead for research, education, policy, strategy and service development / improvement within these clinical areas in conjunction with Therapy and Health Science Service Leads and other stakeholders across the pathways, and be responsible for providing;

- Expertise in the field of long-term condition management and weight management for the HB, developing cross boundary working practices and integrating research evidence into practice.
- Clinical and Professional Leadership for Healthcare Professionals working across the pathway providing assessment, triage, and treatment for people with Long Term Health conditions. These teams will include community and hospital-based staff.
- Clinical and Professional Leadership for the development and introduction of Clinical Protocols and Clinical Care Pathways between primary, community and secondary care.
- Strategic Direction in ensuring that these services meet the needs of the local population and are appropriately incorporated into existing and emerging primary and secondary care services within the Health Board and commissioning arrangements with other provider organisations.
- Strategy direction and delivery of Long-Term Health condition education, training and development of Therapy staff and implementation of service innovation across HB and local networks.
- Development and leadership of AHP research & audit that contributes to the knowledge base and clinical practice of therapy within Long Term Health conditions, linking with Academic Institutions.
- Clinical advice for Long Term Health conditions on relevant local and national committees, networks and working parties.
- Promoting a Digital First approach to working.
- Potential requirement for flexible working and participation in 'On-Call'.

DUTIES & RESPONSIBILITIES

The Consultant Therapist Post will be characterised by four principal role functions:-

- Expert Practice
- Professional Leadership and Consultancy
- Education, Training and Development
- Practice and Service Development, Research and Evaluation

The balance of these functions may vary from time to time in consultation with the line manager. However, at all times the post holder must maintain a fixed commitment of 50% of their time to clinical practice and the emphasis will be on supporting and developing clinical practice.

Expert Practice

Professionally and legally accountable and responsible for all aspects of professional practice including the management of people in your care. To work within Health Board clinical protocols, procedures and guidelines and Professional Standards set by the HCPC. Have good working knowledge of national and local standards and monitor own and others quality of practice as appropriate.

Deliver an autonomous high-quality Consultant Therapist role across a variety of pathway settings and locations within PTHB according to service demands. These settings may include, but not exclusively, pain management, fatigue management and weight management.

Act as an expert consultant level practitioner demonstrating advanced knowledge and skills within long term condition management. This will include the integration of research evidence into practice via the process of advanced clinical reasoning and decision-making.

Interpret and analyse clinical and non-clinical facts, which may be conflicting, to regularly provide expert advice and second opinion to peers, medical colleagues, and other health professionals both within and external to PTHB. This includes the recommendation of the best course of intervention.

Following the completion of a recognised training programme, and in line with Health Board policies and procedures, deliver Independent Prescription and Injections as part of clinical assessment and treatment.

Use highly developed theoretical and physical skills to analyse highly complex and often conflicting information and opinion to develop integrated care pathways.

Utilise expert clinical reasoning skills and evidence-based knowledge to assess and treat individuals with highly complex presentations.

Undertake a clinical caseload within the Powys Living Well Service.

Produce comprehensive reports for other disciplines or agencies relating to assessment findings and/or treatment outcomes.

Provide spontaneous and planned advice, teaching and instruction to relatives, carers, other disciplines, and agencies to promote understanding of the aims of clinical management by services within the service pathway and the individual clinicians within it.

Manage clinical risk within own caseload at all times and ensure clinical risk is effectively managed across designated departments.

Professional Leadership and Consultancy

Clinically responsible for the day-to-day management of the Allied Health Professional element of the Powys Living Well service working with the operational managers to deliver safe and effective care.

Exercise leadership and inspire colleagues to improve standards and quality and to develop professional practice.

Provide expert clinical advice to senior clinical colleagues, management directors, and commissioners regarding strategic, operational, quality, and Clinical Governance issues.

Ensure innovative practice and service delivery models are encompassed in the development and implementation of primary, community and secondary care-based services.

Develop, implement, monitor, and review clinical protocols and clinical care pathways between primary and secondary care services within Powys and with commissioned providers. To involve engagement with all services involved in the pathway including but not limited to musculoskeletal and orthopaedic surgery and other secondary care or commissioned services such as rheumatology.

Provide expert clinical advice to colleagues on the management of complex cases and where appropriate take responsibility for the continued management of individuals accessing the service.

Promote the role of Therapy and Health Science services for the management of Long-Term Health conditions across PTHB, to represent the Health Board at relevant networks and contribute to national initiatives.

Regularly publish and present at Local, National and International Forums.

Education, Training and Development

Create a positive learning environment for Therapy staff.

Be an expert educational resource providing specialist teaching and instruction and assist or support colleagues undertaking higher education and audit projects.

Promote the sharing of expertise and influence the development of practice.

Develop in collaboration with Higher Education providers, education programmes that meet the needs of all departments caring for people with musculoskeletal conditions at all levels of academic ability.

Responsible for maintaining own competency to practice through a variety of CPD activities.

Participate in peer review through active membership of appropriate Clinical Networks and participate in supervision and individual performance review processes as both appraiser and appraisee.

Design and co-ordinate the delivery of an induction and ongoing training plan for the speciality based on needs identified through service planning, service review and personal performance review processes.

Undertake the tuition, supervision, and performance assessment of students.

Practice and Service Development, Research, and Evaluation

Ensure that PTHB's Therapy and Health Science services are at the forefront of practice and service developments within the management of Long-Term Health conditions, working openly with others at a local and national level to share knowledge and skills.

Take a lead role in Clinical Governance across the Powys Living Well Service pathway and ensure robust and effective systems of clinical effectiveness and audit programmes are in place, linking with other HB committees and initiatives as necessary.

Work with the Medical, Nursing and Therapy leads to ensure that the service responds to local and national initiatives and policy such as National Service Frameworks, strategies, and NICE guidelines.

Use the best available evidence and expert opinion to evaluate current practices in own work and that of the team, and to ensure that quality standards and effectiveness of care are continually monitored and improved.

Use the best available evidence and expert opinion to evaluate the provision of Long-Term Health services within the HB, taking the lead in developing and redesigning services in collaboration with managers, and other stakeholders.

Develop collaborative pathways with other professions and organisations, both internal and external to the HB for the management of Long-Term Health conditions, taking the lead on strategy development where appropriate.

Use specialist knowledge of current evidence to drive the research programme in the management of individuals with Long Term Health conditions and identify sources of funding for research where necessary.

Undertake quality research into defined aspects of research into Long Term Health condition management.

Disseminate the results of research/audit/expert practice at local, national, and international level.

Promote a research environment within the department and offer support and guidance to research teams, PhD/MSc projects and external agencies using HB property and people.

Develop formal and informal links with Higher Education Institutions to facilitate the exchange of research theory and practice and to facilitate evidence-based practice.

Ensure that digital developments on both a local and national level are included in service development plans and are aligned with National, HB and PTHB Therapies and Health Science digital strategy.

<u>PERSON SPECIFICATION</u>			
ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	Recognised qualification Degree / equivalent in Allied Health Profession Registered with the HCPC MSc or higher qualification Demonstrable attendance at relevant post graduate clinical courses	PhD	Application Form & pre-employment checks Interview
Experience	Extensive specialist experience in the management of Long-Term Health conditions Expert knowledge and experience of a wide range of approaches to the management of Long-Term Health conditions Experience of working within the NHS Advanced clinical reasoning skills Evidence of participation in research and audit Experience of teaching and presenting to other staff Experience of supervising and developing other staff and students Able to demonstrate continuing professional development at a post graduate level e.g., up to date CPD portfolio Excellent knowledge and experience of Clinical Governance		Interview / Application Form

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Experience cont'd	Understanding of current NHS issues Experience of effective written and verbal communication skills demonstrating the use of a variety of media Experience of strategic planning		
Aptitude & Abilities	Excellent interpersonal skills Ability to influence and persuade, negotiate, and lead across professional and organisational boundaries Ability to work on own initiative Ability to translate and integrate evidence based research/ guidelines in the development of clinical practice Excellent organisational skills Ability to demonstrate a logical, analytical, and systematic approach to problems Ability to cope under pressure Ability to manage change and contain conflict ensuring resolution with positive outcomes Ability to demonstrate innovative and creative thinking to implement change Advanced IT skills including the ability to utilise virtual platforms of communication	Ability to speak Welsh	Interview / Application Form

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Values	Demonstrate PTHB Values		Interview / Application Form
Other	Ability to travel Potential requirement for flexible working and participation in 'On-Call'	Membership of relevant special interest group	Interview / Application Form

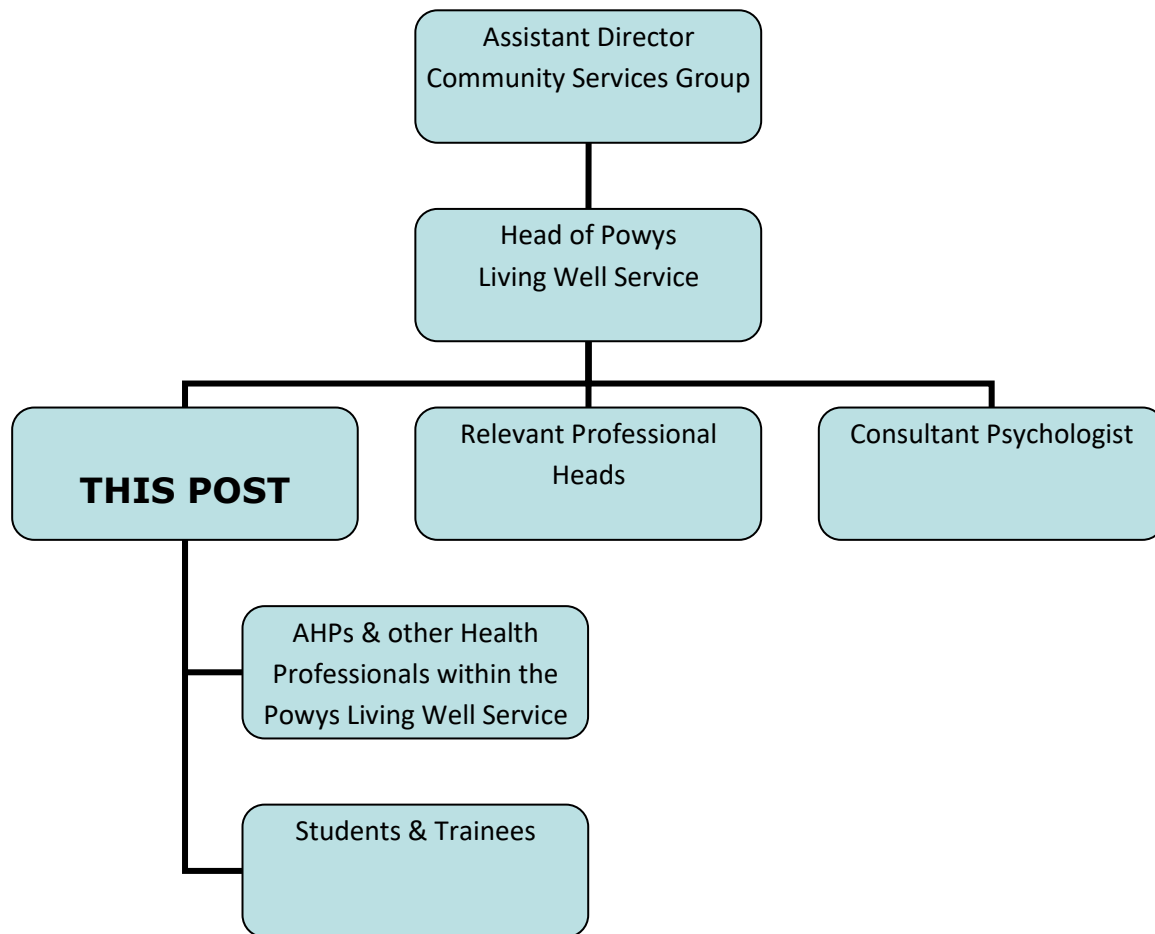
GENERAL REQUIREMENTS

Include those relevant to the post requirements

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high-quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **Data Protection:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Legislation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB or Trust Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment on any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have **direct contact** with patients / service users / vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau Enhance Disclosure Check as part of the HB/Trust's pre-employment check procedure.

- **Safeguarding Children and Adults at Risk:** Powys Teaching Health Board is fully committed to safeguarding people. Employees and workers (including agency and bank workers) are responsible for ensuring they understand what actions to take if they have reasonable cause to suspect that a child or an adult is at risk of harm and mandatory safeguarding training is completed in line with their role specific competencies.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Organisational Chart

BWRDD IECHYD ADDYSGU POWYS SWYDD-DDISGRIFIAD

<u>MANYLION Y SWYDD:</u>	
Teitl Swydd:	Therapydd Ymgynghorol– Cyflyrau Hirdymor
Band cyflog:	8b
Oriau Gwaith a Natur y Contract:	I'w gwblhau ar ôl recriwtio
Is-adran/Cyfarwyddiaeth:	Grŵp Gwasanaethau Cymunedol
Adran:	Gwasanaeth Byw'n Dda Powys
Safle:	I'w gwblhau ar ôl recriwtio
<u>TREFNIADAU SEFYDLIADOL:</u>	
Yn Rheolaethol Atebol i:	Pennaeth Gwasanaeth Byw'n Dda Powys
Yn Broffesiynol Atebol i:	Arweinydd Proffesiynol Perthnasol
<u>GWERTHOEDD AC YMDDYGIAD</u>	
 Mae ein 'Strategaeth Gofal Iechyd', sy'n canolbwyntio ar Anghenion yr Unigolyn, sef Parch, Ymddiriedaeth, Gonestrwydd, Cydwethio, Caredig a Gofalgar a Thegwch a Chydraddoldeb, yn dangos ein Gwerthoedd a'n Hymddygiadau.	

CRYNODEB O'R SWYDD / EI NOD :

Deiliad y swydd fydd arweinydd clinigol elfen Proffesiynau Perthynol i Iechyd Gwasanaeth Byw'n Dda Powys ar gyfer y Bwrdd Iechyd. Bydd yn cyflawni rôl glinigol arbenigol gyda phobl ar draws y llwybr a fydd yn cynnwys Poen, Blinder a Rheoli Pwysau. Bydd yn arweinydd Proffesiynau Perthynol i Iechyd ar gyfer ymchwil, addysg, polisi, strategaeth a datblygu / gwella gwasanaethau o fewn y meysydd clinigol hyn ar y cyd ag Arweinwyr y Gwasanaeth Therapi a Gwyddor Iechyd a rhanddeiliaid eraill ar draws y llwybrau, a bydd yn gyfrifol am ddarparu;

- Arbenigedd ym maes rheoli cyflyrau hirdymor a rheoli pwysau i'r bwrdd iechyd, datblygu arferion gwaith trawsffiniol ac integreiddio tystiolaeth ymchwil yn ymarferol.
- Arweinyddiaeth Glinigol a Phroffesiynol i Weithwyr Gofal Iechyd Proffesiynol sy'n gweithio ar draws y llwybr gan ddarparu asesiad, brysbennu a thriniaeth i bobl â chyflyrau Iechyd Hirdymor. Bydd y timau hyn yn cynnwys staff cymunedol a staff mewn ysbytai.
- Arweinyddiaeth Glinigol a Phroffesiynol ar gyfer datblygu a chyflwyno Protocolau Clinigol a Llwybrau Gofal Clinigol rhwng gofal sylfaenol, cymunedol ac eilaidd.
- Cyfeiriad Strategol wrth sicrhau bod y gwasanaethau hyn yn diwallu anghenion y boblogaeth leol ac yn cael eu hymgorffori'n briodol mewn gwasanaethau gofal sylfaenol ac eilaidd sy'n bodoli eisoes ac sy'n datblygu o fewn y Bwrdd Iechyd a threfniadau comisiynu gyda sefydliadau darparwyr eraill.
- Cyfeiriad strategaeth a darpariaeth addysg cyflyrau hirdymor, hyfforddiant a datblygiad staff Therapi a gweithredu arloesedd gwasanaethau ar draws y bwrdd iechyd a rhwydweithiau lleol.
- Datblygu ac arwain ymchwil a gwaith awdit proffesiynau perthynol i iechyd sy'n cyfrannu at y sylfaen wybodaeth ac ymarfer clinigol therapi yn y maes cyflyrau hirdymor, gan gysylltu â Sefydliadau Academaidd.
- Cyngor clinigol ar gyfer cyflyrau hirdymor ar bwyllgorau, rhwydweithiau a gweithgorau lleol a chenedlaethol perthnasol.
- Hyrwyddo dull Digidol yn Gyntaf o weithio.
- Gofyniad posibl am weithio hyblyg a chymryd rhan mewn rota 'Ar Alwad'.

DYLETSWYDDAU A CHYFRIFOLDEBAU :

Bydd Swydd y Therapydd Ymgynghorol yn seiliedig ar bedair prif swyddogaeth:-

- Ymarfer Arbenigol
- Arweinyddiaeth ac Ymgynghoriaeth Broffesiynol
- Addysg, Hyfforddiant a Datblygiad
- Ymarfer a Datblygu Gwasanaethau, Ymchwil a Gwerthuso

Gall cydbwysedd y swyddogaethau hyn amrywio o bryd i'w gilydd mewn ymgynghoriad â'r rheolwr llinell. Fodd bynnag, rhaid i ddeiliad y swydd gynnal ymrwymiad sefydlog o 50% o'u hamser i ymarfer clinigol a bydd y pwyslais ar gefnogi a datblygu ymarfer clinigol.

Ymarfer Arbenigol

Byddwch yn atebol yn broffesiynol ac yn gyfreithiol, ac yn gyfrifol am bob agwedd ar ymarfer proffesiynol gan gynnwys rheoli pobl dan eich gofal. Gweithio o fewn protocolau, gweithdrefnau a chanllawiau clinigol y Bwrdd Iechyd a Safonau Proffesiynol a bennir gan y Cyngor Proffesiynau Iechyd a Gofal. Bod â gwybodaeth ymarferol dda am safonau cenedlaethol a lleol a monitro ansawdd eich ymarfer eich hun ac eraill fel y bo'n briodol.

Cyflawni rôl Therapydd Ymgynghorol annibynnol o ansawdd uchel ar draws amrywiaeth o leoliadau llwybrau a safleoedd yn y bwrdd iechyd yn ôl gofynion y gwasanaeth. Gall y lleoliadau hyn gynnwys rheoli poen, rheoli blinder a rheoli pwysau ymysg eraill.

Gweithredu fel ymarferydd arbenigol ar lefel ymgynghorydd sy'n dangos gwybodaeth a sgiliau uwch ym maes rheoli cyflyrau hirdymor. Bydd hyn yn cynnwys integreiddio tystiolaeth ymchwil i'r gwaith drwy'r broses o resymu clinigol uwch a gwneud penderfyniadau.

Dehongli a dadansoddi ffeithiau clinigol ac anghlinigol, a allai fod yn gwrthdaro, i ddarparu cyngor arbenigol ac ail farn yn rheolaidd i gyfoedion, cydweithwyr meddygol a gweithwyr iechyd proffesiynol eraill yn y bwrdd iechyd ei hun a thu allan. Mae hyn yn cynnwys argymhell y ffordd orau o ymyrryd.

Ar ôl cwblhau rhaglen hyfforddi gydnabyddedig, ac yn unol â pholisïau a gweithdrefnau'r Bwrdd Iechyd, darparu Presgripsiynau a Chwistrelliadau Annibynnol fel rhan o asesiadau a thriniaeth glinigol.

Defnyddio sgiliau damcaniaethol a chorfforol datblygedig iawn i ddadansoddi gwybodaeth a barn gymhleth iawn sy'n aml yn gwrthdaro, i ddatblygu llwybrau gofal integredig.

Defnyddio sgiliau rhesymu clinigol arbenigol a gwybodaeth sy'n seiliedig ar dystiolaeth i asesu a thrin unigolion â chyflyrau cymhleth iawn.

Ymgymryd â llwyth achosion clinigol o fewn Gwasanaeth Byw'n Dda Powys.

Cynhyrchu adroddiadau cynhwysfawr ar gyfer disgyblaethau neu asiantaethau eraill sy'n ymwneud â chanfyddiadau asesu a/neu ganlyniadau triniaeth.

Darparu cyngor, addysgu a chyfarwyddyd digymell ac wedi'i gynllunio i berthnasau, gofalwyr, disgyblaethau ac asiantaethau eraill i hyrwyddo dealltwriaeth o nodau rheolaeth glinigol gan wasanaethau o fewn llwybr y gwasanaeth a'r clinigwyr unigol sy'n rhan ohono.

Rheoli risg glinigol o fewn eich llwyth achosion chi eich hun bob amser a sicrhau bod risg glinigol yn cael ei rheoli'n effeithiol ar draws adrannau dynodedig.

Arweinyddiaeth ac Ymgynghoriaeth Broffesiynol

Yn glinigol gyfrifol am reoli elfen Proffesiynau Perthynol i Iechyd o wasanaeth Byw'n Dda Powys o ddydd i ddydd gan weithio gyda'r rheolwyr gweithredol i ddarparu gofal diogel ac effeithiol.

Arfer arweinyddiaeth gan ysbrydoli cydweithwyr i wella safonau ac ansawdd a datblygu arfer proffesiynol.

Darparu cyngor clinigol arbenigol i uwch gydweithwyr clinigol, cyfarwyddwyr rheoli a chomisiynwyr ynghylch materion strategol, gweithredol, ansawdd a Llywodraethu Clinigol.

Sicrhau bod arferion arloesol a modelau darparu gwasanaethau yn cael eu cynnwys wrth ddatblygu a gweithredu gwasanaethau gofal sylfaenol, cymunedol ac eilaidd.

Datblygu, gweithredu, monitro ac adolygu protocolau clinigol a llwybrau gofal clinigol rhwng gwasanaethau gofal sylfaenol ac eilaidd ym Mhowys a chyda darparwyr a gomisiynwyd. Ymgysylltu â'r holl wasanaethau sy'n ymwneud â'r llwybr gan gynnwys, ond heb fod yn gyfyngedig i lawdriniaeth cyhyrysgerbydol ac orthopedig a gofal eilaidd eraill neu wasanaethau a gomisiynwyd megis rheumatoleg.

Rhoi cyngor clinigol arbenigol i gydweithwyr ar reoli achosion cymhleth a, lle bo'n briodol, cymryd cyfrifoldeb am reolaeth barhaus unigolion sy'n defnyddio'r gwasanaeth.

Hyrwyddo rôl gwasanaethau Therapi a Gwyddor Iechyd ar gyfer rheoli cyflyrau iechyd hirdymor ar draws y bwrdd iechyd, a chynrychioli'r bwrdd iechyd mewn rhwydweithiau perthnasol a chyfrannu at fentrau cenedlaethol.

Cyhoeddi a chyflwyno'n rheolaidd mewn Fforymau Lleol, Cenedlaethol a Rhyngwladol.

Addysg, Hyfforddiant a Datblygiad

Creu amgylchedd dysgu cadarnhaol ar gyfer staff Therapi.

Bod yn adnodd addysgol arbenigol sy'n darparu addysgu a chyfarwyddyd arbenigol, ac yn cynorthwyo neu'n cefnogi cydweithwyr sy'n ymgymryd â phrosiectau addysg uwch ac awdit.

Hyrwyddo rhannu arbenigedd a dylanwadu ar ddatblygiad ymarfer.

Datblygu ar y cyd â darparwyr Addysg Uwch, rhaglenni addysg sy'n diwallu anghenion pob adran sy'n gofalu am bobl â chyflyrau cyhyrysgerbydol ar bob lefel o allu academiaidd.

Bod yn gyfrifol am gynnal eich cymhwysedd eich hun i ymarfer drwy amrywiaeth o weithgareddau DPP.

Cymryd rhan mewn adolygiadau gan gymheiriaid drwy aelodaeth weithredol o Rwydweithiau Clinigol priodol a chymryd rhan mewn prosesau goruchwylio ac adolygu perfformiad unigol fel gwerthuswr a rhywun a gaiff ei werthuso.

Dylunio a chydlynu'r gwaith o ddarparu cynllun sefydlu a hyfforddiant parhaus ar gyfer yr arbenigedd yn seiliedig ar anghenion a nodwyd drwy gynllunio gwasanaethau, adolygu gwasanaethau a phrosesau adolygu perfformiad personol.

Ymgymryd â hyfforddiant, goruchwyliaeth ac asesiad perfformiad myfyrwyr.

Ymarfer a Datblygu Gwasanaethau, Ymchwil a Gwerthuso

Sicrhau bod gwasanaethau Therapi a Gwyddor Iechyd y bwrdd iechyd ar flaen y gad o ran ymarfer a datblygiadau gwasanaeth o ran rheoli cyflyrau iechyd hirdymor, gan weithio'n agored gydag eraill ar lefel leol a chenedlaethol i rannu gwybodaeth a sgiliau.

Cymryd rôl arweiniol mewn Llywodraethu Clinigol ar draws llwybr Gwasanaeth Byw'n Dda Powys a sicrhau bod systemau cadarn ac effeithiol o effeithiolrwydd clinigol a rhaglenni awdit ar waith, gan gysylltu â phwyllgorau a mentrau eraill y bwrdd iechyd yn ôl yr angen.

Gweithio gyda arweinwyr y Tîm Meddygol, Nyrsio a Therapi i sicrhau bod y gwasanaeth yn ymateb i fentrau a pholisi lleol a chenedlaethol megis Fframweithiau Gwasanaeth Cenedlaethol, strategaethau a chanllawiau NICE.

Defnyddio'r dystiolaeth orau sydd ar gael a barn arbenigol i werthuso arferion cyfredol eich gwaith eich hun a gwaith y tîm, ac i sicrhau bod safonau ansawdd ac effeithiolrwydd gofal yn cael eu monitro a'u gwella'n barhaus.

Defnyddio'r dystiolaeth orau sydd ar gael a barn arbenigol i werthuso'r ddarpariaeth o wasanaethau iechyd hirdymor o fewn y Bwrdd Iechyd, gan arwain y gwaith o ddatblygu ac ailgynllunio gwasanaethau mewn cydweithrediad â rheolwyr, a rhanddeiliaid eraill.

Datblygu llwybrau cydweithredol gyda phroffesiynau a sefydliadau eraill, yn fewnol ac yn allanol i'r bwrdd iechyd ar gyfer rheoli cyflyrau iechyd hirdymor, gan arwain ar ddatblygu strategaethau lle y bo'n briodol.

Defnyddio gwybodaeth arbenigol am y dystiolaeth gyfredol i lywio'r rhaglen ymchwil wrth reoli unigolion â chyflyrau iechyd hirdymor a nodi ffynonellau cyllid ar gyfer ymchwil lle bo angen.

Cynnal ymchwil o ansawdd i agweddau diffiniedig ar ymchwil i reoli cyflyrau iechyd hirdymor.

Rhannu canlyniadau ymchwil/archwilio/ymarfer arbenigol ar lefel leol, genedlaethol a rhyngwladol.

Hyrwyddo amgylchedd ymchwil o fewn yr adran a chynnig cymorth ac arweiniad i dimau ymchwil, prosiectau PhD/MSc ac asiantaethau allanol gan ddefnyddio eiddo a phobl y bwrdd iechyd.

Datblygu cysylltiadau ffurfiol ac anffurfiol â Sefydliadau Addysg Uwch i hwyluso'r gwaith o gyfnewid theori ac ymarfer ymchwil a hwyluso ymarfer sy'n seiliedig ar dystiolaeth.

Sicrhau bod datblygiadau digidol ar lefel leol a chenedlaethol yn cael eu cynnwys yng nghynlluniau datblygu gwasanaethau a'u bod yn cyd-fynd â strategaeth ddigidol Therapiau a Gwyddor Iechyd Cenedlaethol a'r bwrdd iechyd.

MANYLEB Y PERSON			
RHINWEDDAU	HANFODOL	DYMUNOL	DULL ASESU
Cymwysterau a / neu Wybodaeth	Cymhwyster cydnabyddedig Gradd / cyfwerth mewn Proffesiwn Perthynol i Iechyd Wedi cofrestru gyda'r HCPC MSc neu gymhwyster uwch Wedi mynychu cyrsiau clinigol ôl-raddedig perthnasol	PhD	Gwiriadau cyn-gyflogi Cyfweliad Ffurflen Gais
Profiad	Profiad arbenigol helaeth o reoli cyflyrau iechyd hirdymor Gwybodaeth a phrofiad arbenigol o ystod eang o ddulliau o reoli cyflyrau iechyd hirdymor Profiad o weithio yn y Gwasanaeth Iechyd Sgiliau rhesymu clinigol uwch Tystiolaeth o gyfranogiad mewn gwaith ymchwil ac awdit Profiad o addysgu a chyflwyno i staff eraill Profiad o oruchwylio staff a datblygu staff a myfyrwyr eraill Yn gallu dangos datblygiad proffesiynol parhaus ar lefel ôl-raddedig e.e. portffolio DPP cyfredol Gwybodaeth a phrofiad rhagorol o Lywodraethu Clinigol Dealltwriaeth o faterion cyfredol y gwasanaeth iechyd		Ffurflen Gais Cyfweliad

RHINWEDDAU	HANFODOL	DYMUNOL	DULL ASESU
Profiad	Profiad o sgiliau cyfathrebu effeithiol ar lafar ac yn ysgrifenedig dangos y defnydd o amrywiaeth o gyfryngau Profiad o gynllunio strategol		Cyfweliad Ffurflen Gais Geirda
Doniau a Galluoedd	Sgiliau rhyngbersonol rhagorol Y gallu i ddylanwadu a pherswadio, negodi ac arwain ar draws ffiniau proffesiynol a sefydliadol Gallu gweithio yn ôl eich menter eich hunan Y gallu i drosi ac integreiddio ymchwil/canllawiau sy'n seiliedig ar dystiolaeth wrth ddatblygu ymarfer clinigol Sgiliau trefnu ardderchog Y gallu i ddangos ymagwedd resymegol, ddadansoddol a systematig at broblemau Y gallu i ymdopi'n dda o dan bwysau Y gallu i reoli newid a rheoli gwrthdaro gan sicrhau datrysiad gyda chanlyniadau cadarnhaol Y gallu i ddangos meddwl arloesol a chreadigol i weithredu newid Sgiliau TG uwch gan gynnwys y gallu i ddefnyddio llwyfannau cyfathrebu rhithwir	Yn gallu siarad Cymraeg	Cyfweliad Ffurflen Gais

RHINWEDDAU	HANFODOL	DYMUNOL	DULL ASESU
Gwerthoedd	Yn gallu dangos gwerthoedd y Bwrdd Iechyd		Cyfweliad Ffurflen Gais
Arall	Yn gallu teithio Mae'n bosibl y bydd gofyn am weithio hyblyg a chymryd rhan mewn rota 'Ar Alwad'	Aelodaeth grŵp diddordeb arbennig perthnasol	Ffurflen Gais a Chyfweliad

GOFYNION CYFFREDINOL

Yn cynnwys y rheini sy'n berthnasol i ofynion y swydd

- **Gwerthoedd:** Mae gofyn i bob un o gyflogeion y Bwrdd Iechyd ddangos a gwreiddio'r Datganiadau Gwerthoedd ac Ymddygiad er mwyn iddyn nhw ddod yn rhan annatod o fywyd gweithio deiliad y swydd, a gwreiddio'r egwyddorion yn niwylliant y sefydliad.
- **Gweithwyr Iechyd Proffesiynol Cofrestredig:** Mae gofyn i bob cyflogai sydd angen cofrestru â chorff proffesiynol, i'w galluogi i arfer o fewn eu proffesiwn, gydymffurfio â'u cod ymddygiad a gofynion eu cofrestriad proffesiynol.
- **Gweithwyr Cymorth Gofal Iechyd:** Mae Gweithwyr Cymorth Gofal Iechyd yn gwneud cyfraniad gwerthfawr a phwysig i'r ffordd o gyflenwi gofal iechyd o ansawdd uchel. Mae'r Cod Ymddygiad cenedlaethol ar gyfer GIG Cymru'n disgrifio'r safonau ymddygiad ac ymagwedd y mae gofyn i bob Gweithiwr Cymorth Gofal Iechyd a gyflogir yn GIG Cymru eu cyrraedd. Mae Gweithwyr Cymorth Gofal Iechyd yn gyfrifol am sicrhau nad yw eu hymddygiad yn methu â chyrraedd y safonau y manylir arnyn nhw yn y Cod, ac nad yw unrhyw beth y maen nhw'n ei wneud, neu ddim yn ei wneud, yn gwneud drwg i ddiogelwch a llesiant defnyddwyr gwasanaeth a'r cyhoedd, tra'u bod yn eu gofal.
- **Cymhwysedd:** Ni ddylai deiliad y swydd fyth weithio y tu allan i'w lefel cymhwysedd ddiffiniedig. Os oes yna bryderon ynglŷn â hyn, dylai deiliad y swydd eu trafod ar unwaith â'i Reolwr/Goruchwyliwr. Mae gan gyflogeion gyfrifoldeb i roi gwybod i'w Rheolwr/Goruchwyliwr os ydyn nhw'n amau eu cymhwysedd eu hunain i berfformio dyletswydd.
- **Dysgu a Datblygu:** Mae'n rhaid i bob aelod o staff ddilyn rhaglenni cynefino/ymgyfarwyddo ar lefel Gorfforaethol ac Adrannol, ac mae'n rhaid iddyn nhw sicrhau bod unrhyw ofynion hyfforddiant statudol/gorfodol yn gyfoes ac wedi'u diweddarau. Mae gofyn i staff ddangos tystiolaeth o ddatblygiad proffesiynol parhaus lle yr ystyrir hyn yn briodol.
- **Arfarnu Perfformiad:** Rydyn ni wedi ymrwymo i ddatblygu ein staff ac rydych chi'n gyfrifol am gymryd rhan mewn Adolygiad Blynnyddol o Ddatblygu Perfformiad yn y swydd.
- **Iechyd a Diogelwch:** Mae gan bob un o gyflogeion y sefydliad ddyletswydd statudol i ofalu am eu diogelwch personol eu hunain a diogelwch eraill y gallai y pethau y maen nhw'n eu gwneud, neu ddim yn eu gwneud, effeithio arnyn nhw. Mae gofyn i ddeiliad y swydd gydweithredu â rheolwyr i alluogi'r sefydliad i gyflawni ei ddyletswyddau cyfreithiol ei hun, a rhoi gwybod am unrhyw sefyllfaoedd peryglus neu offer diffygiol. Rhaid i ddeiliad y swydd lynu at bolisi Rheoli Risg, Iechyd a Diogelwch y sefydliad, a pholisïau cysylltiedig.

- **Rheoli Risg:** Mae'n un o elfennau safonol rôl a chyfrifoldeb pob aelod o staff y sefydliad eu bod nhw'n cyflawni rôl ragweithiol o ran rheoli risg ym mhopeth y maen nhw'n ei wneud. Mae hyn yn golygu gwneud asesiad risg o bob sefyllfa, cymryd camau priodol ac adrodd am bob cythrwfl, perygl, a chythrwfl a fu bron â digwydd.
- **Yr Iaith Gymraeg:** Rhaid i bob cyflogai berfformio'i ddyletswyddau gan gydymffurfio'n llwyr â gofynion Cynllun Iaith Gymraeg eu sefydliad, a manteisio ar bob cyfle i hybu'r Gymraeg wrth ddelio â'r cyhoedd.
- **Llywodraethu Gwybodaeth:** Rhaid i ddeiliad y swydd fod yn ymwybodol bob amser o bwysigrwydd cynnal cyfrinachedd a chadw'n ddiogel unrhyw wybodaeth sy'n dod i'w ran wrth wneud ei ddyletswyddau. Bydd hyn, mewn sawl achos, yn cynnwys mynediad at wybodaeth bersonol sy'n ymwneud â defnyddwyr gwasanaeth.
- **Diogelu Data:** Rhaid i ddeiliad y swydd drin yr holl wybodaeth, boed yn wybodaeth am y gorfforaeth, staff neu gleifion, mewn modd gochelgar a chyfrinachol yn unol â darpariaethau'r Ddeddfwriaeth Gyffredinol ar Ddiogelu Data a'r Polisi Sefydliadol. Ystyrir unrhyw achos o dorri cyfrinachedd o'r fath yn drosedd ddisgyblu ddifrifol a allai arwain at ddiswyddo a / neu erlyn dan ddeddfwriaeth statudol gyfredol a Pholisi Disgyblu'r Bwrdd neu'r Ymddiriedolaeth Iechyd.
- **Rheoli Cofnodion:** Fel cyflogai'r sefydliad hwn, mae deiliad y swydd yn gyfreithiol gyfrifol am bob cofnod y mae'n ei gasglu, ei greu neu ei ddefnyddio fel rhan o'i waith o fewn y sefydliad (gan gynnwys iechyd cleifion, iechyd neu anafiad staff, gwybodaeth ariannol, bersonol a gweinyddol), boed ar bapur neu ar gyfrifiadur. Ystyrir cofnodion o'r fath yn gofnodion cyhoeddus ac mae gan ddeiliad y swydd ddyletswydd cyfrinachedd gyfreithiol i ddefnyddwyr gwasanaeth (hyd yn oed ar ôl i gyflogai fod wedi gadael y sefydliad). Dylai deiliad y swydd ymgynghori â'i reolwr os oes unrhyw amheuaeth o gwbl ynglŷn â sut i reoli'n gywir y cofnodion y mae'n gweithio â nhw.
- **Cydraddoldeb a Hawliau Dynol:** Mae'r Ddyletswydd Cydraddoldeb yn y Sector Cyhoeddus yng Nghymru'n gosod dyletswydd bositif ar y Bwrdd Iechyd/Ymddiriedolaeth i hybu cydraddoldeb i bobl â nodweddion gwarchodedig, fel cyflogwr a hefyd fel darparwr gwasanaethau cyhoeddus. Mae yna naw o nodweddion gwarchodedig: oedran; anabledd; ailbennu rhywedd; priodas a phartneriaeth sifil; beichiogrwydd a mamolaeth; hil; crefydd neu gredo; rhyw a chyfeiriadedd rhywiol. Mae'r Bwrdd Iechyd/Ymddiriedolaeth wedi ymrwymo i sicrhau nad yw unrhyw ymgeisydd am swydd neu gyflogai'n derbyn triniaeth lai ffafriol ar unrhyw sail a nodir uchod. I'r perwyl hwn, mae gan y sefydliad Bolisi Cydraddoldeb ac mae hi i fyny i bob cyflogai gyfrannu at ei lwyddiant.
- **Urddas yn y Gwaith:** Mae'r sefydliad yn condemnio pob ffurf ar fwlio ac aflonyddu ac mae'n mynd ati'n weithredol i geisio hybu gweithle lle mae cyflogaion yn cael eu trin yn deg a chydag urddas a pharch. Mae gofyn i bob aelod o staff roi gwybod am unrhyw ffurf ar fwlio ac aflonyddu i naill ai eu

Rheolwr Llinell neu i unrhyw Gyfarwyddwr y sefydliad. Ni oddefir unrhyw ymddygiad amhriodol yn y gweithle a chaiff hyn ei drin fel mater difrifol dan Bolisi Disgyblu'r BI/Ymddiriedolaeth.

- **Gwiriad Datgelu DBS:** Yn y rôl hon fe fydd gennych chi **gyswllt uniongyrchol** â chleifion / defnyddwyr gwasanaeth /oedolion agored i niwed wrth wneud eich dyletswyddau arferol. Felly fe fydd gofyn ichi ymgeisio am Wiriad Datgelu Manylach y Swyddfa Cofnodion Troseddol fel rhan o weithdrefn wirio cyn cyflogi'r BI/Ymddiriedolaeth.
- **Diogelu Plant ac Oedolion mewn Risg:** Mae Bwrdd Iechyd Addysgu Powys wedi ymrwymo'n llwyr i ddiogelu pobl. Mae cyflogeion a gweithwyr (gan gynnwys gweithwyr asiantaeth a gweithwyr cronfa) yn gyfrifol am sicrhau eu bod nhw'n deall pa gamau i'w cymryd os oes ganddyn nhw achos rhesymol i amau bod plentyn neu oedolyn mewn risg o niwed, a'u bod nhw'n cwblhau hyfforddiant diogelu gorfodol yn unol â chymwyseddau penodol eu rôl.
- **Rheoli Haint:** Mae'r sefydliad wedi ymrwymo i ddiwallu ei rwymedigaethau i sicrhau cyn lleied o heintiau â phosibl. Mae pob aelod o staff yn gyfrifol am amddiffyn a diogelu cleifion, defnyddwyr gwasanaeth, ymwelwyr a chyflogeion rhag y risg o ddal heintiau sy'n gysylltiedig â gofal iechyd. Mae'r cyfrifoldeb hwn yn cynnwys bod yn ymwybodol o gynnwys Polisiâu a Gweithdrefnau Atal a Rheoli Haint y Bwrdd Iechyd/Ymddiriedolaeth, a glynu at y rhain yn gyson.
- **Dim Ysmygu:** Er mwyn rhoi'r cyfle gorau i'r holl gleifion, ymwelwyr a staff fod yn iach, mae pob un o safleoedd y Bwrdd Iechyd/Ymddiriedolaeth, gan gynnwys yr adeiladau a'r tiroedd, yn ddi-fwg.

Siart Sefydliadol: