

Matched Job Report

Job Title	SORT Special Operations (Paramedic) Team Leader
Job ID	SCO20/MLPR165
Score	464
Band	6
Status	Band Matched
National Profile	Paramedic

Job Statement

The delivery of high quality treatment and care to patients, associated duty of care to other members of the public including the provision of health advice (see and treat) and transportation to appropriate medical facilities, generally in emergency situations, using a range of paramedic skills.

To monitor and manage resources in accordance with Divisional objectives, to ensure that A&E provision is of the highest standard.

Support the Special Operations Manager and supervise SOR Team members, systems and processes to ensure provision an effective operational response to any incident requiring SORT intervention.

Undertake a management role at major incidents, supervise or participate in the triage (prioritisation), treatment (including administration of antidotes), and decontamination of casualties arising from incidents involving hazardous materials (HAZMAT) or terrorism (CBRN).

Supplementary duties will include, as required, emergency / first response on a RRU, assisting the EMDC with advice and training, clinical audit, research into SORT related issues / projects, training internal and external staff in the safe use of PPE, decontamination and SORT procedures, demonstrations, exercises and other events.

1. Communication and relationship skills

National Profile Level: 4a

Selected Level: 4

Factor Status: Matched

Score: 32

National Profile Factor Description

****Provide and receive complex, sensitive information; barriers to understanding****

Communicates condition related information to patients/clients, relatives and clinical staff; requires empathetic and reassurance skills

Relevant Job Information

Required to deal with sensitive situations professionally, assertively and tactfully e.g. staff/patient issues. Required to respect religious beliefs and cultural differences and communicate in emotional circumstances

- Facilitate post incident hot de-briefing, ensuring staff welfare and sharing learning with a wider team

2. Knowledge, training and experience

National Profile Level: 5

Selected Level: 5

Factor Status: Matched

Score: 120

National Profile Factor Description

****Expertise within a discipline, underpinned by theory****

Professional/clinical knowledge acquired through training and/or experience to degree/diploma level or equivalent

Relevant Job Information

2019 panel.HCPC registered paramedic.

- Current in all SORT core competencies and disciplines or equivalent experience
- Complete and maintain radiation protection supervisor training requirements

3. Analytical skills

National Profile Level: 3-4

Selected Level: 4

Factor Status: Matched

Score: 42

National Profile Factor Description

****Range of facts or situations requiring analysis, comparison of range of options/Complex facts or situations requiring analysis, interpretation, comparison of range of options****

Assesses patient situations, decides on courses of action in accordance with guidelines and protocols/assesses complex patient conditions

Relevant Job Information

- Decisions made may require evaluation of evidence between different approaches along with interpretation based on professional and clinical judgement.
- Standards will be determined by JRCALC clinical guidelines, protocols, policies and procedures
- To autonomously assess and diagnose individual patient needs to determine how to treat in accordance with clinical guidelines
- When in a specialist command role, make command decisions based on available information / intelligence and requiring interpretation based on clinical judgement and experience using relevant decision making framework.

4. Planning and organisation skills

National Profile Level: 2

Selected Level: 3

Factor Status: Variation

Score: 27

National Profile Factor Description

****Plan and organise straightforward activities, some ongoing****

Plans, organises on-scene activities

Relevant Job Information

- Ensure the efficient use of resources through the appropriate allocation of staff and resources to respond to incidents requiring a SORT capability
- In conjunction with support services and logistical support, maintain oversight of fleet, estate and equipment maintenance programmes to ensure operational readiness.

5. Physical skills

National Profile Level: 4

Selected Level: 4

Factor Status: Matched

Score: 42

National Profile Factor Description

****Highly developed physical skills, high degree of precision****

Highly developed dexterity, co-ordination and sensory skills for advanced clinical interventions e.g. advanced airway management including intubation, cricothyroidotomy, suturing

Relevant Job Information

Must have a high level of hand eye co-ordination skills in order to carry out advanced clinical interventions e.g. intubation and intravenous access and manual dexterity skills to ensure the safe use of special operations, major incident and clinical equipment. (Sect 10 Para 1)

6. Responsibility - patient/client care

National Profile Level: 5(a)

Selected Level: 5

Factor Status: Matched

Score: 30

National Profile Factor Description

****Develop programmes of care, care packages****

Provides packages and programmes of emergency and medical care

Relevant Job Information

- To autonomously assess and diagnose individual patient needs to determine how to treat in accordance with clinical guidelines
- Recognition of Life Extinct and cessation of resuscitation· To autonomously assess and diagnose individual patient needs to determine how to treat in accordance with clinical guidelines
- Recognition of Life Extinct and cessation of resuscitation

7. Responsibility - policy and service

National Profile Level: 1-2

Selected Level: 2

Factor Status: Matched

Score: 12

National Profile Factor Description

****Follow policies in own role, may be required to comment/ implement policies and proposes changes to practices, procedures for own area****

Follows policies for provision of medical treatment, may comment on proposals for change/ proposes changes to practices and procedures

Relevant Job Information

- Makes recommendations for improvements in working practices to enable improved patient care and delivery of performance targets. Provides opinions and advice to projects where necessary
- Take a consultative approach to obtain ideas for service improvement and innovation from team members• Makes recommendations for improvements in working practices to enable improved patient care and delivery of performance targets. Provides opinions and advice to projects where necessary
- Take a consultative approach to obtain ideas for service improvement and innovation from team members

8. Responsibility - finance and physical

National Profile Level: 2abc

Selected Level: 3

Factor Status: Variation

Score: 21

National Profile Factor Description

****Handles cash, valuables; safe use of equipment other than that used personally; maintain stock control; safe use of expensive equipment****

Removes and passes patient belongings to clinical staff; ensure ambulance equipment is safe; maintains and secures stocks of drugs; safe use of vehicles and clinical equipment

Relevant Job Information

2019 - • Check accuracy of staff overtime/expenses claim forms in order to forward to SORT Manager for approval and signatory

• Where appropriate be responsible for ensuring invoices/delivery of orders are correct and processed in line with the Services financial procedures

9. Responsibility - staff/HR/leadership/training

National Profile Level: 2bc

Selected Level: 3

Factor Status: Variation

Score: 21

National Profile Factor Description

****Clinical supervision; provide training in own discipline****

Provides clinical supervision, provides job training to less experienced members of the care team

Relevant Job Information

- Robustly carry out attendance management in line with Service Attendance Management Policy and procedures ensuring 'Return to Work' discussions completed in a timely manner
- Effectively manage individual and team performance, including setting objectives, conducting annual Performance Development Reviews (PDRs) and agreeing Personal Development Plans (PDPs)
- Manage individual employees who fail to reach satisfactory performance standards in accordance with the SAS Capability Policy
- Manage individual grievance and disciplinary cases in line with the SAS Disciplinary Procedure and Grievance Policy. Achieve early resolution to matters at local level i.e. Addressing areas of concern where possible through training, capability procedures or mediation etc
- Take part in recruitment and selection process, ensuring a fair and transparent process.

10. Responsibility - information resources

National Profile Level: 1

Selected Level: 1

Factor Status: Matched

Score: 4

National Profile Factor Description

****Record personally generated information****

Keeps records of emergency and other treatment, incidents

Relevant Job Information

- To audit and implement systems for achieving Clinical Audit pathways, including compliance reporting, feedback, monitoring and management within their area in support of patient outcome targets
- Management of clinical audit tasks which may include areas of leading or supporting staff carrying out defined audits, case reviews, data collection, implementing agreed changes in clinical practice, audit of patient report forms. Resolve issues identified in audit in collaboration with other departments as required
- Support the collection of data which will evidence performance against the key indicators to Scottish Government.

11. Responsibility - research and development

National Profile Level: 1

Selected Level: 1

Factor Status: Matched

Score: 5

National Profile Factor Description

****Complete surveys or audits as necessary to own work/occasionally participates in equipment testing****

Completes e.g. staff surveys, occasionally involved in equipment trials/clinical audits

Relevant Job Information

Undertake quality audits of all relevant clinical information including patient report forms (e-PRFs) in association with the Clinical Department, providing feedback to team members

12. Freedom to act

National Profile Level: 3

Selected Level: 3

Factor Status: Matched

Score: 21

National Profile Factor Description

****Clearly defined occupational policies, work is managed rather than supervised****

Works within emergency protocols and guidelines, work is managed rather than supervised

Relevant Job Information

· When in a specialist command role, make command decisions based on available information / intelligence and requiring interpretation based on clinical judgement and experience using relevant decision making framework.

· Reports directly to the SORT Manager. May take action within their station within clearly defined limitations without recourse to the SORT Manager

· To co-ordinate and facilitate staff availability in accordance with service demand to prepare and provide written statements for solicitors, coroners and police as and when required· When in a specialist command role, make command decisions based on available information / intelligence and requiring interpretation based on clinical judgement and experience using relevant decision making framework.

· Reports directly to the SORT Manager. May take action within their station within clearly defined

limitations without recourse to the SORT Manager

· To co-ordinate and facilitate staff availability in accordance with service demand to prepare and provide written statements for solicitors, coroners and police as and when required

• Establish the principles of scene management and safe systems of work, by applying an appropriate decision making model to establish a joint understanding of risk in accordance with training and agreed procedure. • Establish the principles of scene management and safe systems of work, by applying an appropriate decision making model to establish a joint understanding of risk in accordance with training and agreed procedure.

13. Physical effort

National Profile Level: 4c-5b

Selected Level: 5

Factor Status: Matched

Score: 25

National Profile Factor Description

****Occasional/ frequent intense effort for several short periods****

Lifting and carrying patients/clients in limited physical space

Relevant Job Information

Level 5b. Required to, using appropriate aids, move and handle patients. SOR Team Leader Paramedic also manipulates and set up machinery and equipment (s10/3). The level of physical effort involved in moving and handling patients and/or equipment is intense, the frequency is on more than half the shifts worked, and the duration is several short periods per shift.

2019 - no change to factor level

14. Mental effort

National Profile Level: 2a-3a

Selected Level: 3

Factor Status: Matched

Score: 12

National Profile Factor Description

****Frequent concentration, work pattern pattern/unpredictable****

Concentration on driving, delivering emergency medical care/ may be switched to other emergency situations

Relevant Job Information

- Responds to emergency calls and situations that require concentration as well as being distressing and sometimes traumatic, for example road traffic accidents

2019 JD - Due to the managerial aspects of the team leader role, being disturbed for operational work, meets the requirement of unpredictability.

15. Emotional effort

National Profile Level: 4ab

Selected Level: 4

Factor Status: Matched

Score: 25

National Profile Factor Description

****Occasional trauma; frequent highly distressing or emotional circumstances****

Arriving at and dealing with e.g. families at the scene of accidents

Relevant Job Information

Responds to emergency calls and situations that require concentration as well as being distressing and sometimes traumatic, for example road traffic accidents

Exposure to, and contact with, body fluids.

Dealing with death, this is especially distressing in cases of infant mortality, etc

Dealing with relatives and members of the public in difficult circumstances, e.g. sudden death

Contact with aggressive patients requiring use of management of aggression skills

- Manage the application of primary and secondary triage at a range of incidents, including mass casualty incidents
- Required to commit staff into potentially hazardous and emotionally challenging environments and deal with emotional consequences• Manage the application of primary and secondary triage at a range of incidents, including mass casualty incidents
- Required to commit staff into potentially hazardous and emotionally challenging environments and deal with emotional consequences

Panel 2019 no change to factor level as already at level 4

16. Working conditions

National Profile Level: 5

Selected Level: 5

Factor Status: Matched

Score: 25

National Profile Factor Description

****Considerable exposure to hazards****

Unavoidable exposure to physically dangerous situations on a regular basis

Relevant Job Information

Contact with aggressive patients requiring use of management of aggression skills (s10/9). Responding to and attending to emergency calls in all kinds of weather (s10/11). SOR Team Leader Paramedic is exposed to hazards on most shifts, e.g. aggressive and potentially violent patients, attendance at Road Traffic Accidents, exposure to chemical hazards during training and exercising or when responding. SOR Team Leaders are responsible for leading the triage, treatment and decontamination of casualties arising from incidents involving hazardous materials (HAZMAT) or terrorism (CBRN).

No change to factor level.