

Issue Date:

Review Date:

TERMS OF REFERENCE FOR

Post Holder:

Full Title: 30 CDO IX GP RM LOG SQN BASE SUPPORT RI SGT

Short Title: ERI PTI

POLICY:	Terms of Reference for OR6 Exercise Rehabilitation Instructor (ERI)
Sponsor:	OC Log Sqn 30 Cdo
Review date:	
References:	<ol style="list-style-type: none">1. ERI standards of proficiency practice.2. A Defence Primary Healthcare (DPHC) Memorandum of Understanding (MOU) between DPHC (SW) and UK Commando Forces.

Stonehouse Group Medical Practice

1. The SGMP provides a primary care service to all service personnel at 42 Cdo Bickleigh, 30 Cdo Stonehouse and 29 RA Cdo The Royal Citadel. The Senior Medical Officer (SMO) commands the Medical Centre and the Officer Commanding Rehabilitation (OC SGMP (Rehab) is responsible for managing the provision of a physiotherapy-led rehabilitation service and is accountable to the SMO.
2. The Post Holder will provide an individual and group exercise rehabilitation service for personnel with musculoskeletal injuries who have been referred from physiotherapy.
3. The Post Holder will hold the necessary qualifications and complete the necessary checks as per the ERI standards of proficiency to practice.

Competencies and Skills

4. The Exercise Rehabilitation Instructor (ERI) will hold essential qualifications and have previous experience working as an ERI within a PCRF. The Post Holder must have good communication and administrative skills, and a sound grasp of information technology. The ERI will be held accountable to the [ERI standards of proficiency practice.](#)
5. Additional requirements for the post are as follows:
 - a. Hold an in date Enhanced Disclosure and Barring certificate.
 - b. Conduct security vetting in accordance with MOD policy.
 - b. Current mandatory training competencies as dictated by DPHC and the Medical Centre lead.
 - c. Have completed the ERI JSSERI course at Defence Directorate of Rehabilitation or the civilian recognised BASRaT

Purposes

6. Primary Purpose:

- a. Provide assessment, design and implementation of safe and progressive exercise treatment schedules for all injured 30 Cdo ranks referred by a Medical Officer or Physiotherapist.
- b. To act as a subject matter expert (SMA) on individual and group exercise therapy for patients with MSK injuries and provide an advisory service to patients, other healthcare professionals (HCP's), GP's, Consultants and military Chain of Command (CoC).
- c. Lead in the development of exercise therapy resources and the specialist field of Primary Care Rehabilitation.

7. Secondary Purposes:

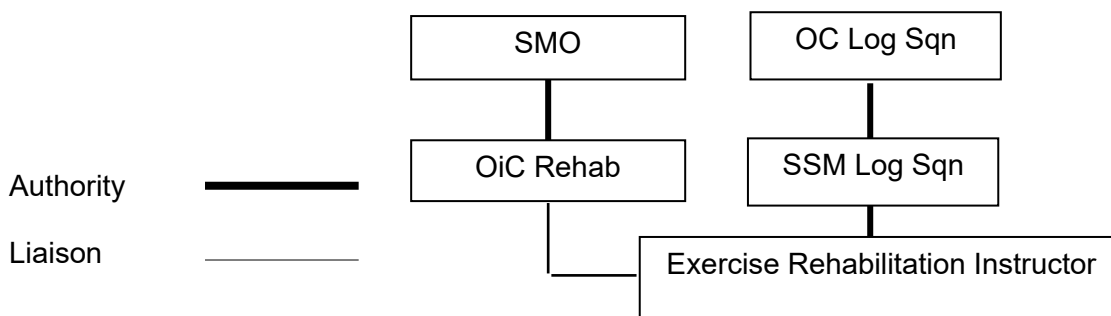
- a. Assist in teaching medical staff.
- b. Take part in practice audits, service evaluations, and quality improvement projects (QIP's).
- c. Maintenance, stock-take and ordering of PCRF Physical Training Equipment (PTE).
- d. Identify and promote injury prevention and MSK well-being at 30 Cdo through patient education and any other means.
- e. Take-on role within the MDT to help maintain high standards of patient care at the Medical Centre.

Authority

7. The Exercise Rehabilitation Instructor is authorised to liaise with any Service or civilian organisation or individual in order to achieve his purposes.
8. The ERI is accountable to the OiC Rehab (LM), and through him / her to the SMO. OC Log Sqn 30 Cdo is 1RO and CO 30 Cdo is 2RO.

Organisation

9. PCRF Organisation Chart



Principal Tasks

10. As detailed below:

- a. Responsible for performing clinical assessments, designing and implementing safe and progressive treatment schedules following MO / Physiotherapist diagnosis and referral.
- b. Plan and conduct individual and group exercise therapy sessions.

- c. Responsible for keeping a record of specific treatments given and individual progression / regression in respect of such treatments.
- d. Liaise closely with the Physiotherapists / Doctors regarding the rehabilitation of patients and monitor progress through a weekly MDT meeting.
- e. Attend Unit Health Committees if required.
- f. Maintain database of patients under rehabilitation.
- g. Maintain proper use and maintenance of equipment, materials and the accurate administration of any allocated inventories.
- h. Maintain accurate and contemporaneous records of consultations on DMICP.
- i. Assist in departmental Healthcare Governance (HCG) through audit, service evaluation, and quality improvement projects (QIP's), as directed by OC Rehab.
- j. Promote and maintain patient confidentiality in accordance with local policy and Caldicott Guidelines.
- k. Advise patients and CoC on the prevention of training injuries.
- l. To attend Regional In-service Training when available.
- m. To maintain personal continued professional development (CPD) standards and current CPD portfolio.
- n. To take part in regular departmental clinical supervision and IST.
- o. Maintain current mandatory training as identified by DPHC and the Medical Centre lead.
- p. Support Physiotherapists, Medical Officers, and Medical Assistants with their own professional development where appropriate.

Secondary Tasks

- 11. As detailed below:
 - a. Establishment Duties (such as Duty Officer) as required by OC Log Sqn.
 - b. Support the Commando Forces Sgts' Mess (CFSM) as required by RSM 30 Cdo.

Equality and Diversity

- 12. The responsibility for implementing the Department's Equality and Diversity policies is shared by all staff. The Post Holder has a responsibility to ensure that the working environment is free from harassment and that the dignity of others is respected. The Post Holder will ensure that their conduct or behaviour does not cause offence and will actively discourage colleagues from harassing others.

Data Protection

- 13. You must ensure compliance with the Data Protection act 1998, including the Data Protection Principles when dealing with any Personal Data, including medical, classed as 'sensitive' in the Act.

Health & Safety

14. The Post Holder recognises and accepts that all staff have a duty to co-operate with line management and to take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions. See relevant Unit Standing Orders (USO).

Security

15. The Post Holder accepts responsibility for ensuring that the security implications of their activities are considered, that security standards and procedures as laid down in JSP 440 are applied effectively and that prompt action is taken in the event of any security incident. See relevant USO.

Learning and Development

16. The Post Holder is responsible for ensuring that their training and development needs are identified and agreed with their Line Manager and are reviewed at the mid-year review and that the completed Personal Training and Development Plan is sent to the designated training authority.

Terms of Reference

17. The Post Holder is to ensure that they understand these Terms of Reference.

COMPETENCIES

1. The post holder is to be a

	Essential / Desirable	SKILL LEVEL (ADV/INT/BASIC)
Enhanced Disclosure Barring Service Certificate	Essential	
Current mandatory training competencies as dictated by DPHC and the Medical Centre lead	Essential	
Security Vetting	Essential	
Evidence of attending JSSERI	Essential	
BASRaT	Essential	