WESSEX REHABILITATION CENTRE

Business continuity plans in the event of a major incident or Flu Pandemic

Assumption
There will be limited warning of a pandemic incident thereby reducing planning time.
Absenteeism will be extensive making it difficult to maintain staffing levels within the department.
The influenza pandemic may have several waves

Aim
To maintain essential service delivery and ensure that the impact of any disruptions are kept to a minimum.
To restrict / prevent cross infection.
To fully utilise staff in respect of expertise and skills throughout Centre and Trust as required

There will be a depletion in the workforce due to sickness, bereavement, caring for ill dependants.

There are a core number of bank therapists/staff who are able to work at Wessex Rehabilitation Centre with relevant skills and knowledge.

In the event of a depleted workforce, some non essential therapy programmes will be cancelled until a later date.

Staff
Wessex Rehabilitation Centre will maintain a current and accurate inventory of all HR requirements for the daily operations of their service. This inventory will be easily accessed within the service and also be provided to the HR department.
All staff will adhere to Trust Guidelines and policies relating to infection control.
Staff will contact Centre Nurse/Manager in the event of sickness to allow planning of service provision.
The following information on **key staff** must be reviewed and updated annually.

**Department name** : Wessex Rehabilitation Centre  
**Position / title** : Wessex Rehab Manager  
**Position summary** : Responsible for WRC staff, patients and visitors

The Wessex Rehabilitation Centre offers intensive rehabilitation for the complex musculoskeletal patient. The unit specialises in the therapy management of major hand trauma, back and neck pain, chronic pain and multiple orthopaedic trauma. Treatment is offered on a Monday to Friday basis, 9.00 am to 5.00 pm. Patients attend either as day patients, in-patients or out-patients.

A multidisciplinary team, including occupational therapists, physiotherapists, clinical psychologists, technical instructors and a nurse, provide treatment. There is regular access to medical and surgical colleagues.

The unit accepts patients aged 16 years and over. Patients are referred to the unit across the Wessex region and there are close working links with the Odstock Centre for Burns, Plastics and Maxillofacial Surgery.

The Centre is run by a nurse/manager.

The Centre treats patients with the following conditions:-

- Spinal and chronic pain patients  
- Burns and Plastic surgery patients  
- Complex and simple Orthopaedic patients  
- Multiple trauma patients  
- Pain Management patients  
- Complex Regional Pain patients

**Key duties** :-

Responsible for ensuring a high quality of care is delivered for patients attending the Wessex Rehabilitation Centre. This will be achieved through managing and leading the multi-disciplinary team to achieve standards and objectives set locally, regionally and nationally. They will lead the individual and professional development and education of staff through formal and informal processes. The post holder will demonstrate a high level of expertise within the specialist service, providing specialist advice, education and support to other healthcare professionals, patients and carers.
Experience required /skills

Level 1 Registered nurse
In depth post registration development and short courses.
Minimum experience as Band 6/7 in specialist area for 3 years.
Specialist knowledge and experience of adults with chronic pain and complex musculo-skeletal disabilities.
Specialist knowledge and experience of patients following hand trauma / surgery.
Specialist skills in Burns and Plastic Surgery nursing
Skills in cognitive behavioural approach to the management of chronic pain.

Ability to lead and develop a team and function effectively in the multi-disciplinary team at the Centre.
Provide spontaneous and planned specialist advice, teaching and instruction to relatives, carers and other healthcare professionals to promote an understanding of the aims of treatment and ensuring a consistent approach to patient care based on evidence based practice.
Ability to make clinical judgements involving complex facts or situations, which require the analysis, interpretation and comparison of a range of options.

Training Required
Burns and Plastic Surgery Nursing skills
Management skills
Most aspects of this could be shared throughout therapy and secretarial teams (except nursing needs) on a temporary basis.

Prioritisation of Services

Essential
Therapy for Burns and Plastic Surgery Patients post surgery. This service is trauma driven so numbers are difficult to judge, however, timely therapy is essential to restore function of the digit or limb. This service will require all areas of the Centre to function, possibly on a reduced service.
Non Essential
All other programmes by the Centre are not life/limb threatening and could be postponed until a more appropriate time.

This will enable the freeing up of some staff to work in needed areas of the Trust if required. (staffing levels permitting)

Occupational therapy staff could work on wards and outpatient departments and have an expertise in hand surgery.

Physiotherapy staff could work on the wards and outpatients and have expertise in burns/plastic surgery/orthopaedic therapy.

Nurse/Manager is Burns and Plastic Nursing trained and could work in Plastic out patients department and plastic surgery wards.

Technicians could work in some roles in the works department or medical engineering.

Secretarial staff and administration clerk could work within their skills in departments or wards as required.