

**SKILLS FRAMEWORK FOR HEALTHCARE
SKILLS MAP - SENIOR SPEECH THERAPIST**

Sector	Healthcare		
Track	Speech Therapy		
Occupation	Speech Therapist		
Job Role	Senior Speech Therapist		
Job Role Description	<p>A Senior Speech Therapist is responsible for assessing clients, planning therapy interventions for clients, implementing clients' therapy plans and educating clients and their caregivers. S/He is also involved in managing risk and quality and performs department administration and operations tasks. S/He facilitates continuing education and participates in research. S/He also performs clinical supervision and team development activities.</p> <p>S/He may work in various settings such as public and private institutions, integrated and long-term care facilities as well as in the community setting. S/He may work as part of collaborative and interdisciplinary teams.</p> <p>S/He should be a transdisciplinary thinker who also possesses team management and leadership skills.</p>		
Critical Work Functions and Key Tasks / Performance Expectations	Critical Work Functions	Key Tasks	Performance Expectations (For legislated / regulated occupations)
	Conduct client assessment and therapy planning	Conduct functional assessment to determine required therapy interventions for basic cases	In accordance with: • Allied Health Professions Act (Chapter 6B)
		Formulate client-centred and SMART (Specific, Measurable, Attainable, Relevant, Timely) goals in collaboration with clients and relevant stakeholders	
		Select appropriate and specific outcome measures to enable evaluation of therapy progress and outcomes	
		Provide therapy recommendations based on evaluation of clients' needs	
		Communicate assessment results, therapy plans, goals and outcome measures to clients and other relevant stakeholders	
	Deliver interventions	Provide interventions for routine cases	
		Evaluate therapy progress and outcomes using selected therapy outcome measures at regular intervals	
		Modify therapy plans based on client performance and motivation as well as therapy outcome measures collected	
		Formulate discharge plans based on client performance in consultation with relevant stakeholders	
Improve intervention by adoption of new techniques and technologies			
Communicate intervention plans, outcome measures, progress and discharge criteria to clients and relevant stakeholders			
Empower clients and caregivers on methods to enhance health, mobility and functions through self-management strategies			
Review continuity of care plans			

		Prescribe assistive devices and equipment according to clients' needs
	Manage specialty areas of clinical services	Develop clinical practice guidelines
		Monitor compliance to clinical protocols and Standard Operating Procedures (SOPs)
		Provide clinical expertise and consultation for research and education
		Participate in the development of new clinical services
	Perform clinical administration and operations	Educate public and other healthcare professionals on clinical services available
		Monitor utilisation of equipment and resource materials
		Recommend procurement of equipment and resource material
		Monitor individual clinical and non-clinical key performance indicators
		Coordinate roster of therapy teams to enhance manpower usage
		Manage potential complaints from stakeholders
		Manage feedback from stakeholders
		Provide inputs for budgeting
Monitor performance and development of direct reports		
Conduct performance reviews		
Manage quality and risk	Lead quality improvement projects	
	Conduct clinical audits	
	Conduct root cause analysis of incidents	
	Identify risks of clients, environments, situations and equipment before, during and after clients' contact	
	Recommend preventive and corrective measures for incidents	

		Implement measures to enhance workplace health and safety		
	Participate in continuing education activities	Provide clinical education for students and/or staff		
		Assess clinical competency of students and staff		
		Plan continuing education programmes for therapists and therapy assistants		
		Participate in continuous professional development		
		Conduct continuous professional development activities		
		Plan clinical attachment programmes for departments		
	Participate in research activities	Participate in research projects		
		Collect data for research		
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies	
	Analysis of Research Data	Level 4	Communication	Intermediate
	Audit Management	Level 4	Problem Solving	Intermediate
	Change Management	Level 4	Decision Making	Intermediate
	Client Advocacy	Level 4	Interpersonal Skills	Intermediate
	Client Assessment for Speech Therapy	Level 4	Teamwork	Intermediate
	Client Education in Rehabilitation Therapy	Level 4		
	Clinical Governance	Level 4		
	Clinical Record Documentation and Management in Rehabilitation Therapy	Level 4		
	Clinical Services Development	Level 4		
	Clinical Teaching and Supervision	Level 4		
	Continuous Improvement Management	Level 4		
	Data Collection and Management	Level 4		
	Department Financial Management	Level 4		
	Effective Client Communication	Level 4		
Group Therapy Planning and Implementation	Level 4			

Health Promotion	Level 4		
Individual and Cultural Diversity	Level 4		
Infection Control	Level 4		
Inter-professional Collaboration	Level 4		
Intervention Planning in Speech Therapy	Level 4		
Inventory Management in Rehabilitation Therapy	Level 4		
Learning Needs Analysis	Level 4		
Management of Stakeholders	Level 4		
People Management	Level 4		
Performance Management	Level 4		
Professional Consultation	Level 4		
Professional, Legal and Ethical Healthcare Practice	Level 4		
Programme Delivery	Level 4		
Programme Design	Level 4		
Programme Evaluation	Level 4		
Project Management	Level 4		
Reflective Practice	Level 4		
Research Proposal Development	Level 4		
Research Translation	Level 4		
Scientific Writing and Communication	Level 4		
Service Quality Management	Level 4		
Strategy Development	Level 4		
Strategy Execution	Level 4		
Therapeutic Equipment Prescription in Speech Therapy	Level 4		
Therapy Discharge Planning	Level 4		
Therapy Intervention Evaluation	Level 4		
Therapy Intervention Implementation	Level 4		
Workforce Planning	Level 4		
Workplace Safety and Health	Level 3		

	Workplace Violence	Level 4		
Programme Listing	For a list of Training Programmes available for the Healthcare sector, please visit: www.skillsfuture.sg/skills-framework/hc			