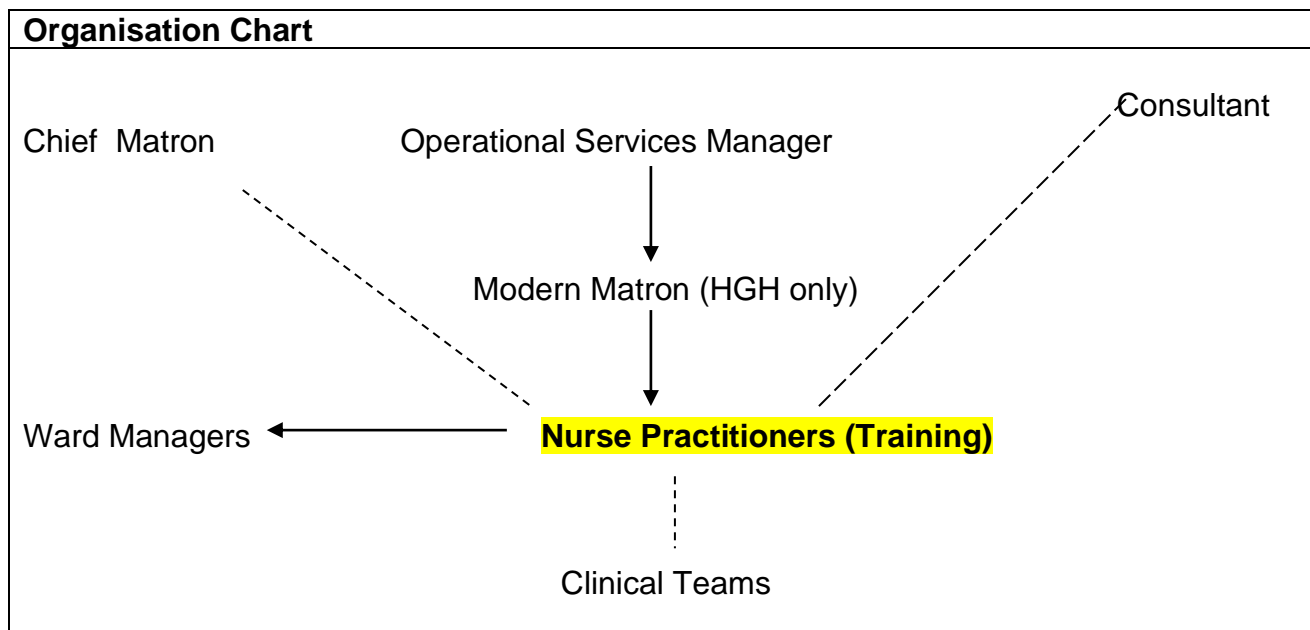


Job Description

Job Details	
Job Title:	Nurse Practitioner – Training Post
Business Unit:	Surgery/Medical
Department/Ward:	ECC, Ambulatory Care & Hospital at Night Team
Location:	Trustwide
Pay Band:	Band 6
CAJE No:	NUR1112
Main Purpose of the Job	
<ul style="list-style-type: none"> • To develop the skills required to provide advanced clinical assessment of patients • To triage patients, prioritising clinical need, highlighting and initiating treatment plans by following agreed Trust guidelines and protocols whilst under supervision • To develop the skills to work autonomously, assessing individual patient needs, initiating investigations, determining a differential diagnosis and initiating appropriate holistic, evidence based treatment and care • To provide senior nursing support on operational issues • To role model compassionate and inclusive leadership in order to shape the creation of a collective leadership culture within the trust. This means demonstrating a consistent leadership style which (a) engages, enables and empowers others (b) uses coaching to promote ownership of learning and quality improvement and (c) facilitates team working and collaboration within teams / departments and across organisational boundaries. 	
Dimensions	
<ul style="list-style-type: none"> • Works within a variety of ward and department settings which include surgery, medicine and ECC. Covering both front and back of house where appropriate. • Maybe required to rotate between day duty and night duty 	



1. Communications and Relationships

- Consultant Medical Staff/Physician on call
- Medical Staff
- Ward Manager
- Operational Services Manager
- General Manager
- Pre Assessment/Bed Manager
- Nurse Specialists
- NDUC (Northern Doctors Urgent Care)
- Senior Nurse/Modern Matron (Professional)
- GPs
- Radiographers
- Other staff
- Community staff
- Patients
- Relatives and Carers

Whilst in training the post holder will be expected to develop communication skills to ensure the following areas are developed within their practice:

- The post holder regularly liaises closely with senior medical staff where highly complex, sensitive and confidential information is exchanged and where treatment outcomes depend upon this information
- The post holder liaises closely with all other staff groups from the hospital, other hospital and the community exchanging often complex, sensitive and confidential information relating to patients and their treatment
- Consultant contact with patients, their relatives and/or carers is a feature of this post. Significant amounts of information may need to be passed to and obtained from these patients/relatives/carers, much of this information may be of a complex nature and where significant barriers to understanding may exist and/or where considerable persuasion may be required
- Must be able to demonstrate the English language proficiency level required for this post.

<p>2. Knowledge, Skills, Training and Experience</p> <p>Essential</p> <ul style="list-style-type: none"> • 1st Level Live NMC Registered Nurse • Registered Mentor • Degree level study with ongoing/continuing professional development • Appropriate senior clinical experience • Appropriate management experience • Ability to prioritise and manage own workload appropriately • Advanced clinical skills, knowledge and qualifications in clinical care • Ability to communicate effectively • Evidence of continuing academic and professional development • ENB998/730 or equivalent. • Demonstrate thorough understanding of expanded scope of professional practice issues • Basic IT Skills • Ability to provide Senior Nurse Cover for the hospital • Ensuring the delivery of 'Compassion in Practice' - Nursing, Midwifery and Care Staff Vision and Strategy, incorporating the 6C's. • To lead, inspire and motivate others to high performance by agreeing clear goals and objectives, providing support and guidance and creating opportunities for development • To contribute to the development of a culture of high engagement, where staff are empowered and entrusted to provide the best services and care for patients • To promote and facilitate innovation and continuous improvement to deliver better services for service users and patients • You may also need to travel between Trust premises as required for the performance of your duties. You may also be expected to work at any of the trust sites. The Trust would consider making reasonable adjustments to the role if necessary to enable a disabled person to undertake the role <p>Desirable</p> <ul style="list-style-type: none"> • Minor Injuries qualification/experience • ILS (Advanced CPR/Trust one day training course) • Nurse Practitioner qualification (NACAN Masters Level) – post holder will be expected to complete this within 12 months of appointment • IRMER course – post holder will be expected to complete this within 12 months of appointment • ECG and Blood Gas interpretation • Nurse prescribing course or willing to undertake • Knowledge of or experience in coaching and mentoring practices and tools • Knowledge of or experience in Quality improvement tools, techniques and methods
<p>3. Analytical Skills</p> <ul style="list-style-type: none"> • Required to analyse complex information, interpret results and findings to ensure appropriate treatment and care is provided.
<p>4. Planning & Organisational Skills</p>

- Required to plan and organize complex activities, which include triaging of patients and hospital at night management.
- Post holder required to organize and prioritise workload according to patient needs.
- Required to respond to emergency situations.

5. Physical Skills <ul style="list-style-type: none"> • Required to use highly developed physical skills where accuracy is important when carrying out venepuncture and cannulation. • Standard driving skills
6. Patient/Client care <ul style="list-style-type: none"> • Responsible for the development of specialist and advanced skills in patient assessment, across a broad range of specialties including history taking, physical examination of patients presenting with undiagnosed conditions. Initiates investigations, interprets results and takes appropriate action. • Undertakes daily reviews of all patients adjusting treatment plans as appropriate. • Implements Consultant directed care. • Directly involved in providing clinical and non clinical advice to patients. • To promote effective communication within the multi-disciplinary team to support the development of a consistent and cohesive approach to the care and management of patients within the hospital. • To liaise with other care agencies in the promotion of integrated patient care. Working with major and minor stream of care within the ECC/ACU setting (when required). • To work within the NMC Scope of Practice and Policies and Procedures as defined by the Trust to provide a service in which the nurses role is expanded. • To be responsible for recording all clinical information relating to history, assessment and subsequent diagnosis as appropriate in patient documentation/records. • Initiate referrals to other teams e.g. diabetes, dietetics and palliative care • May be required to escort patients between departments or other hospitals • Required to assess, treat and discharge when appropriate minor injury patients.
7. Policy & Service Development <ul style="list-style-type: none"> • Be instrumental in the development and implementation of quality service standards, supporting the medical and management team to identify clinical priorities within the hospital. • Provide advice, support and education for patients/carers and the interdisciplinary team and promote the Trusts commitment to the national agenda. • Maintain a safe working environment for patients and staff, working with the clinical and management team to develop guidelines, protocols and patient group directions which ensure timely and effective care for emergency and elective admissions. • To continuously review and develop the practitioners role and their contribution to clinical practice and the overall quality of patient care thereby promoting a positive change. • To contribute to the delivery and development of the CNO 10 Key Roles including the Essence of Care Agenda by effective leadership
8. Financial & Physical Resources <ul style="list-style-type: none"> • To utilise resources effectively using evidence based best practice • Report the failure or mechanical problems of any items of equipment in line with the Medical Devices Policy • Required to ensure that appropriate levels of staff and skill mix on duty over the 24 hour period within the specialty.

9. Human Resources <ul style="list-style-type: none"> • Demonstrate own duties to new starters and other staff as appropriate • Provide assessment to all grades of nursing staff for developing specialist skills e.g. venepuncture, cannulation, NEWS, male catheterization, ECG recording, care of central/arterial lines
10. Information Resources <ul style="list-style-type: none"> • To make sure that all necessary information on patient activity is correctly recorded and submitted centrally • To take part in ad-hoc and regular systems for data collection • Required to comply with Information Governance Policy. • You will be expected to have basic functional skills, including literacy, mathematics and digital skills. Digitally literacy is the ability to locate, organise, understand, evaluate and analyse information using digital sources. This is in line with 'digital readiness indicator for health and social care', which has been developed in the Building a Digital Ready Workforce Programme (BDRW), between Health Education England (HEE) and NHS Digital, and is part of the Government's Digital Transformation Portfolio (DTP) (2019)
11. Research & Development <ul style="list-style-type: none"> • To lead and take part in research and audit projects, implementing findings to improve patient care. • To collaborate in the development and implementation of educational strategies to meet the identified training requirements for clinical staff. • Promote an appropriate environment which empowers staff and supports on-going development of evidence based clinical practice for patients. • To put the patient at the centre therefore reinforcing the concept of a more streamlined patient journey, improving the quality of care.
12. Freedom to Act <ul style="list-style-type: none"> • To maintain ones own high professional standards and discuss opportunities to develop clinical practice with the line manager • Alert the line manager or on call management team of any untoward situation • Works independently but in close and constant contact with medical and nursing teams • Work autonomously in the triaging assessment, initiating investigations in order to determine a differential diagnosis and initiate appropriate care

Standards

The statements outlined below are the standards of which all employees of Northumbria Healthcare Trust are expected to comply.

Works to the standards expected in the Northumbria Healthcare NHS Foundation Trust statement of values.

Risk Management - to deliver the quality standards and targets outlined in the Trust's Risk Management Strategy and local operational policies

Infection Control:

It is your responsibility to adhere to infection control policies and guidelines in order to promote cleanliness and reduce infections. Hand hygiene must be undertaken correctly to prevent the spread of infection. Personal protective equipment must be used in accordance with Trust policy. You must contribute to the cleanliness of the work environment and keep it "clutter free" and tidy. You must also attend mandatory training and updates to ensure you receive training appropriate to your role

Health and Safety:

Managers have a duty to ensure that safe systems of work are used within their area of responsibility; to investigate accidents and incidents; to arrange for risk assessments to be conducted annually, and to ensure staff attend appropriate health and safety training.

All employees have a duty to take reasonable care for their own health and safety, and that of others who may be affected by their activities; to cooperate with the Trust by complying with all health and safety rules and safe systems of work; and to inform their line manager of any work situation, or practice which may be considered a danger to health and safety.

Patient, Carer & Public Involvement:

Managers have a duty to ensure that the principles of patient, carer and public involvement are adhered to throughout all areas of responsibility in line with Section 242 of the NHS Act 2006 (as amended by the Act 2012) which requires the duty to involve and consult users. A 'user' is defined as someone who is using services, or someone who may use them. In addition, this required NHS organisations to involve and consult patients and the public in; The planning and provision of services and the development and consideration of proposals for changes in the way services are provided.

This ensures that patients are the focus of everything we do, we share good practice in line with Trust policies and procedures, this includes learning from complaints and concerns.

Safeguarding:

The safeguarding of all those who are vulnerable is an enormous obligation for all of us who work in the NHS and partner agencies.

Safeguarding children and adults at risk of abuse or neglect is complex, frequently under review and we must all take responsibility to ensure that it works effectively.

Safeguarding is everyone's responsibility. It remains the responsibility of every NHS organisation and each individual healthcare professional working in the NHS to ensure that the principles and duties of safeguarding adults and children are holistically, consistently and conscientiously applied with the needs of adults at risk or abuse or neglect at the heart of all that we do.

Partnership working is also key and it is vital that local practitioners continue to develop relations and work closely with colleagues across their local safeguarding system to develop ways of working that are collaborative, encourage constructive challenge and enable learning in a sustainable and joined-up way. NHS England will continue to seek assurance that the safeguarding arrangements across the health system are effective.

Environment and Sustainability:

The trust aims to be an exemplar organisation that embraces sustainability and meet its corporate responsibility. It is the responsibility of all employees to support the Trusts' vision for sustainable development. To undertake their duties in a way that is not wasteful of environment, financial and social resources throughout their daily activities.

NOTE: This appendix is not intended to form part of the 'official' Job Description, but is intended for Job Evaluation purposes only.

Effort and Environment:

Physical

- *Assisting moving and handling patients*

Mental

- *Unpredictable work pattern required to concentrate occasionally for long periods*
- *Verbal and written reports to colleagues, carers and patients*
- *Communicate with patients and the MDT*
- *Responds to acutely unwell patients in an emergency situation*
- *Required to interpret investigations*
- *Required re assess and review patients management plans on a frequent basis*
- *Ensure all patient care is dealt with in an appropriate and timely manner*
- *Frequent requirement for concentration and change of task when acting as site coordinator*
- *Required to communicate clinical findings to a consultant, on or off site*
- *May be required to transfer patient to a high level of care at short notice*
- *Constant interruptions from other team members and other professionals*
- *Responds as part of the Cardiac Arrest team*

Emotional

- *Exposure to deaths on wards*
- *Exposure to bereaved relatives*
- *Exposure to customer concerns*

Working Conditions

- *Occasional exposure to hazardous working conditions*
- *Frequent exposure to unpleasant working conditions i.e. verbal aggression, uncontained body fluids, surgical and trauma wounds*
- *Required to handle infectious material and foul linen*

Appendix 2

Grid

	DUTIES AND RISK FACTORS OF THE POST	Yes	No
1.	Exposure Prone Procedures (EPP's)*	√	
2.	Manual Handling Operations	√	
3.	Dust, Dirt, Smells	√	
4.	Chemicals, Fumes or Gasses (Glutaraldehyde, fixer, anaesthetic gases, reconstitution/handling of cytotoxic drugs)	√	
5.	Patient Contact	√	
6.	Babies/Children Contact	√	
7.	Food handling / Preparation	√	
8.	Driving		√
9.	Fork Lift Truck Driving		√
10.	User of Display Screen Equipment	√	
11.	Noise	√	
12.	Infestation	√	
13.	Blood and Body Fluids/Waste/Samples/Foul Linen	√	
14.	Excessive Cold		√
15.	Excessive Heat		√
16.	Inclement weather		√
17.	Radiation	√	
18.	Laser Use	√	
19.	Heights over 2 metres		√
20.	Confined Spaces	√	
21.	Vibration i.e. Power Tools		√
22.	Using machinery with moving/exposed parts		√
23.	Shift work	√	
24.	Use of latex products	√	
25.	Physical violence / aggression	√	
26.	Employment of young people	√	
27.	Any other hazards please specify		
28.	Other		

If any hazard is identified above please give details below.

*Definition of Exposure Prone Procedures (EPP's)

Exposure prone procedures are those where there is a risk that injury to the Health Care Worker may result in the exposure of the patient's open tissues to the blood of the HCW. These procedures include those where the HCW's gloved hands may be in contact with sharp instruments, needle tips and sharp tissue (spicules of bones and teeth) inside a patients open body cavity, wound or confined anatomical space where the hands or fingertips may not be completely visible at all times.

April 2018

Person Specification

Job Title:	Nurse Practitioner	
Department:	Surgery/Medicine	
Location:	Trustwide	
Specification	Essential	Desirable
Qualifications / Professional Registration	<ul style="list-style-type: none"> • 1st Level Live NMC Registered Nurse • Registered Mentor • Degree level study with ongoing/continuing professional development • ENB998/730 or equivalent. 	<ul style="list-style-type: none"> • Minor Injuries qualification/experience • ILS (Advanced CPR/Trust one day training course) • Nurse prescribing course or willing to undertake • Nurse Practitioner qualification (NACAN Masters Level) • IRMER course
Experience and knowledge	<ul style="list-style-type: none"> • Appropriate senior clinical experience • Appropriate management experience • Ability to prioritise and manage own workload appropriately • Advanced clinical skills, knowledge and qualifications in clinical care • Ability to communicate effectively • Evidence of continuing academic and professional development • Demonstrate thorough understanding of expanded scope of professional practice issues 	
Skills and abilities	<ul style="list-style-type: none"> • Basic IT Skills • Ability to provide Senior Nurse Cover for the hospital, co-coordinating the Hospital at Night Team • Must be able to demonstrate the English language proficiency level required for this post. 	<ul style="list-style-type: none"> • ECG and Blood Gas interpretation

Personal attributes	<ul style="list-style-type: none"> • Good time management • Knowledge of or experience in coaching and mentoring practices and tools • Knowledge of or experience in Quality improvement tools, techniques and methods • Learning agility and commitment to self-development 	
Other requirements	<ul style="list-style-type: none"> • You may also need to travel between Trust premises as required for the performance of your duties. You may also be expected to work at any of the trust sites. The Trust would consider making reasonable adjustments to the role, if necessary, to enable a disabled person to undertake the role 	