

DIRECTORATE OF ANAESTHETICS, THEATRES & CRITICAL  
CARE  
CRITICAL CARE OUTREACH  
JOB DESCRIPTION

<b>Job Title:</b>	Critical Care Outreach Nurse
<b>Reports to:</b>	Lead Sister (team leader) CCOT
<b>Accountable to:</b>	Matron
<b>Band:</b>	6
<b>Location:</b>	York Hospital

**Job Purpose:**

The post holder will act as part of the critical care outreach and hospital out of hours team to facilitate the recognition and management of the acutely ill patient. The post holder will share acute and critical care expertise working autonomously at times through educating and assisting the multi-disciplinary team in patient assessment and clinical decision-making. The post holder will undertake a range of duties to ensure the effective delivery of care including specialist procedures within York Teaching Hospital NHS Foundation Trust.

**DUTIES & RESPONSIBILITIES:**

**1. Communication:**

- Ensure good communication and collaboration between ICU, wards and other departments.
- To develop collaborative working relationships with colleagues from the multi disciplinary team, and to develop own management skills.
- To ensure effective lines of communication between the hospital out of hours team.
- To maintain and develop effective interpersonal skills as part of the multi disciplinary team.

**2. Analytical Tasks:**

- Ensure that professional standards are maintained in accordance with the NMC code of professional conduct.
- Act as a positive role model for other staff and to share knowledge and expertise.

### **3. Planning and Organisational Skills:**

- To provide clinical support and supervision to junior staff and act as preceptor to staff members.
- To plan and take responsibility for professional development and clinical competency of self.

### **4. Physical Skills:**

- Participate in the nursing care of acutely / critically ill patients throughout the trust requiring all levels of care.
- Provide therapeutic care interventions within sphere of competence  
Including but not a definitive list:
  - Analysis of blood results
  - Respiratory Assessment
  - Venepuncture
  - Arterial Blood Gas Sampling
  - Cannulation
  - Administration of IV Drugs
  - Male Catheterisation
  - Taking of 12 lead ECGs and where appropriate, interpretation.
  - Advance Life Support
  - Advice re: Care and Management of C.V.P. Lines
  - Advice and support re NIV management
  - Advice and support in the use of electronic observations

### **5. Responsibility for Patient Care:**

- Assist ward staff in the identification and management of the deteriorating patient ensuring optimal care is provided to patients requiring critical care outreach.
- To be part of the hospital out of hours service and undertake specialist procedures.
- Provide clinical advice, support and education to clinical staff caring for acutely / critically ill patients.
- Participate in multi-disciplinary review of the acutely ill patient within the trust, using an appropriate assessment tool and initiate the level of support required.
- Liaise with members of the multi-disciplinary team to ensure an effective transfer of patients from ward to ICU or another hospital/department.
- Provide follow-up care to patients transferred from ICU to the ward environment.
- Assist members of the ward and cardiac arrest team in response to a 'cardiac arrest' to provide nursing intervention and support to ward staff.

### **6. Policy and Service Development Implementation:**

- To understand and maintain current policies and procedures within the trust.
- Participate in the development of guidelines, pathways and standards for the deteriorating patient outside of ICU.

- Participate in the development of skills-based education programme to improve the identification and management of patients requiring critical care outreach input.
- To be an autonomous practitioner by developing new skills, being competent in them, maintain them and to promote best practice.

**7. Responsibilities for Financial and Physical Resources:**

- Ensure cost effective use of resources and promote awareness of cost effectiveness in other staff.

**8. Responsibilities for Human Resources:**

- To orientate and facilitate the education and development of new staff members.
- To promote team development, facilitate the management of change in critical care outreach team and contribute to maintaining morale of the team.
- Participate in the recruitment and selection of new staff.
- To offer support and guidance to members of the nursing team.
- To assist in the maintenance of an environment sensitive to the learning and development needs of all staff.

**9. Responsibilities for Information Resources:**

- Maintain both patient records and own professional profile.

**10. Responsible for Research and Development:**

- Participate in audit.
- Promote the use of research in nursing practice.
- Co-operate with any research which may take place in the trust.

**COMMUNICATION AND WORKING RELATIONSHIPS**

1. Directorate Manager and Matron
2. Lead sister- Critical Care O T/ Band 7 Sisters/CC Nurse Educator
3. All nursing staff
4. Allied Health Professionals
5. Lead Clinician for Critical Care and other Critical Care consultants
6. Medical staff

The post holder will maintain the security of sensitive personal and other confidential information and will apply all relevant Information Governance policies reliably to working practice. Additionally they will be expected to follow secure operating procedures for handling information in all formats, including verbal, written and that held electronically.

The post holder will support the Trust's internal audit service during regular reviews of financial and other systems across the organisation. The post holder will assist audit in these reviews and will provide information as required and without undue delay.

The post holder is responsible and accountable for their own practice in line with Trust Infection Prevention and Control policies that reflect evidence, best practice and legislative requirements.

The post holder will have the appropriate level of child protection knowledge, skills and practice required for the post and be aware of and comply with the Trust's child protection policies and procedures.

In addition to observing the departmental rules and procedures, which all staff are required to observe and follow, the post holder is also required to follow the Trust's general policies and procedures that apply to the employment relationship. Whilst the Trust recognises specific responsibilities fall upon management, it is also the duty of the post holder to accept personal responsibility for the practical application of these policies, procedure and standards. The post holder should familiarise themselves with these, and ensure they have an understanding of them, and adhere to them. Particular attention is drawn to:

- Health & Safety: Under the Health and Safety at Work etc Act 1974 it is the responsibility of individual employees at every level to take care of their own health and safety at work, and that of others who may be affected by their acts at work. This includes co-operating with management in complying with health and safety obligations, particularly by reporting promptly any defects, risks or potential hazards. The post-holder is required to undertake annual training in respect of Health and Safety and comply and adhere to all Trust Health and Safety Policies.
- Fire: The post-holder must adhere to the Trust's Fire Policy, including attendance at training.

The post holder will uphold and support York Teaching Hospital NHS Foundation Trust in its goal to promote and embed diversity and inclusivity throughout the organisation. The post holder will, in support of The Trust's aims, ensure that everyone is treated as an individual, with dignity and respect. Further, the post holder will embrace the Trust's philosophy that as individuals we are all unique, and will acknowledge and value difference in order to treat everyone fairly.

In order to ensure the Trust's ability to respond to changes in the needs of the service, the Trust may make changes on a temporary or permanent basis, that are deemed reasonable in the circumstances, to

the duties and responsibilities outlined in the job description. Any changes will be made with reasonable notice, taking into account the circumstances of the Trust and the post-holder.

## **JOB DESCRIPTION AGREEMENT**

**Post holder's Signature:** ..... **Date:**  
.....

**Head of Department's Signature:** ..... **Date:**  
.....

**Head of Department's Job Title:**  
.....

This job description indicates the main functions and responsibilities of the post. It is not intended to be a complete list. It may be amended as necessary in the event of future change or experience and in consultation with the post holder.

Signed: .....  
Manager

Signed: .....  
Postholder

Job title: Critical Care Outreach Nurse

Reports to: Lead Sister -CCOT

Accountable to: Matron for Critical Care

Directorate: Theatres, Anaesthetics and Critical Care

### PERSON SPECIFICATION

Essential	Desirable
<b>Education &amp; Qualifications</b>	
<ul style="list-style-type: none"> <li>▪ Registered General Nurse.</li> <li>▪ Diploma level studies.</li> <li>▪ ENB 100 or equivalent qualifications.</li> <li>▪ ENB 998 or appropriate teaching qualifications e.g. MIP, PGCE.</li> <li>▪ ALS provider</li> </ul>	<ul style="list-style-type: none"> <li>▪ Degree level studies.</li> <li>▪ Post registration courses in relevant health related topics.</li> </ul>
<b>Relevant Experience</b>	
<ul style="list-style-type: none"> <li>▪ Evidence of continuous professional development</li> <li>▪ Professional clinical experience in appropriate speciality</li> <li>▪ Evidence of practice development in clinical area</li> <li>▪ Evidence of contributing to change/developments in nursing care</li> <li>▪ Evidence of teaching and development of staff</li> <li>▪ Two years current experience in critical care/acute nursing</li> </ul>	<ul style="list-style-type: none"> <li>▪ Involvement in research/audit</li> </ul>
<b>Knowledge &amp; Skills</b>	
<ul style="list-style-type: none"> <li>▪ A knowledgeable clinician with the ability to apply evidence based practice</li> <li>▪ Clinical assessment and examination</li> <li>▪ Clinical teaching and assessment skills</li> <li>▪ A sound knowledge of professional policies and procedures</li> <li>▪ Knowledge of clinical governance and a commitment to staff development</li> <li>▪ IT skills</li> </ul>	<ul style="list-style-type: none"> <li>▪ Leadership / management skills</li> <li>▪ A good understanding of current issues relating to the NHS</li> <li>▪ Experience in policy / service development</li> </ul>
<b>Personal Attributes</b>	
<ul style="list-style-type: none"> <li>▪ Excellent communication skills</li> <li>▪ Able to prioritise and meet deadlines effectively</li> <li>▪ Good time keeping.</li> <li>▪ Reliable.</li> <li>▪ Honest.</li> </ul>	

<ul style="list-style-type: none"> <li>▪ Team player.</li> <li>▪ Flexible.</li> <li>▪ Assertiveness.</li> <li>▪ Good listener.</li> <li>▪ Approachable</li> </ul>	
---	--

**JOB RISK PROFILE**

Name:

Job title:                                      Critical Care Outreach Nurse

<b>Details of risk level</b>					
<b>The job profile is predominantly :</b> manual / clerical / admin / supervisory / <b>nursing</b>	Yes	No	High	Medium	Low
<b>The job involves</b> a) Invasive surgical procedures b) Lifting weights above 25kg c) Driving alone / passengers / goods d) Working at height e) Working with VDU's as a <i>significant</i> part of work f) Permanent night work		X X X  X X			
<b>There is potential exposure to</b> a) Violence / verbal abuse b) Vibration c) Noise above 85dB/A d) Cytotoxic agents e) Respiratory sensitizers (fumes / excessive dust etc) f) Blood / body fluids g) Radiation	X  X X  X X	 X   X   	     X	X	  X X    X
<b>The job involves contact with:</b>  a) Clinical / hands on patient / client care b) Moving & handling of patients / loads c) Food preparation and handling d) Immuno-compromised patients	X X  X	  X  	X X		   X