

Job Description

JOB TITLE: Sexual Health Nurse

DIRECTORATE(s): Family Health

GRADE: Band 5

REPORTS TO: Sister/Charge Nurse

ACCOUNTABLE TO: Matron

About NUH

Our Vision:
Outstanding in health outcomes and
patient and staff experience

Mission: Working together with our patients, staff and partners to deliver world class healthcare, research, education and training. A leading teaching hospital and an innovative partner, improving the health and wellbeing of the communities we serve.

Our Promises

**Our
Patients**

**Our
People**

**Our
Places**

**Our
Performance**

**Our
Partners**

**Our
Potential**



1. **Patients** - We will ensure our patients receive consistently high quality, safe care with outstanding outcomes and experience
2. **People** - We will build on our position as an employer of choice; with an engaged, developed and empowered team that puts patient care at the heart of everything it does
3. **Places** - We will invest in our estate, equipment and digital infrastructure to support the delivery of high quality patient care
4. **Performance** - We will consistently achieve our performance standards and make the best use of resources to contribute to an affordable healthcare system
5. **Partners** - We will support the improvement of the health of the communities we serve through strong system leadership and innovative partnerships to deliver integrated models of care
6. **Potential** - We will deliver world-class research and education and transform health through innovation

Our values are: Caring and helpful; Safe and Vigilant for our patients and colleagues; Being Clinically Excellent and driving innovation to meet the needs of our patients; Using our Resources wisely whilst; Providing Quality products, services and experiences for staff and patients

JOB SUMMARY

The post holder is required to be registered with the Nursing and Midwifery Council.

The post holder will provide care for patients on the Sexual Health Pathway. This may include the management of patients who present with sexually transmitted infections, sexual dysfunction, HIV/AIDS, contraception requirements and/or any other sexual health related problems. The post holder will be expected :-

- To provide high quality nursing care by assessing and planning care to meet the needs of sexual health patients.
- To provide advice, information, treatment, education and counselling to patients who attend the department and to those who are diagnosed with a sexually transmitted infection or require contraception.
- To work within multi-disciplinary teams, providing advice to clients within sexual health clinics.
- Undertake any other duties that may reasonably be required.
- Adhere to trust policies and participate in future developments within the service.

The post holder will be based at Nottingham University NHS Trust, the Directorate of Sexual Health working across sites including City Hospital, Victoria Health Centre and at other clinics in the community setting. In undertaking this role, all employees will be expected to behave at all times in a way that is consistent with and actively supports the principles listed in the Consultation Document on the creation of the Nottingham University Hospitals NHS Trust. These are:

- *The principles of the NHS, where high quality care is provided on the basis of need rather than the ability to pay.*
- *The contribution of the local community to the development of our services. Preserving and developing our reputation as a caring organisation.*
- *Developing services that are designed around the patient.*
- *Working co-operatively with others in the interests of patients and their families.*
- *Valuing the contribution of staff and investing in their development.*
- *Valuing the diversity of all our staff, patients and carers and demonstrating a zero tolerance of discrimination.*
- *The importance of developing innovative approaches to teaching, research and service provision, which allows us to be at the forefront of developments in patient care.*
- *Responsible and wise stewardship of public money and effective use of resources.*

KEY JOB RESPONSIBILITIES

1. Clinical

- 1.1 Be responsible for the assessment of care needs and the development of programmes of care for patients attending Sexual Health Services. This includes working to agreed guidelines and patient group directions.
- 1.2 To provide information to patients diagnosed with a sexually transmitted infection: how they are acquired, transmitted and treated.
- 1.3 To provide education and counseling on preventing or minimizing the risk of infection.
- 1.4 To support the effective partner notification process to ensure contact(s)' attendance and treatment by index (patient) referral as detailed in the Society of Sexual Health Advisers (SSHA) Partner Notification (PN) policy.
- 1.5 Be aware of your role with regard to the Medicines Code of Practice.
- 1.6 Comply with all Trust policies and risk assessments with particular regard to the policies and procedures carried out in the event of maintaining staff and patient safety.
- 1.7 Work within the clinic setting offering contraceptive and sexual health advice and treatment to agreed service guidelines and patient group direction.
- 1.8 Maintain an awareness of the developments in the care and treatment of patients in order to be able to carry out duties competently and efficiently.
- 1.9 Plan, develop and implement approaches to promote health and wellbeing of patients and improve their health status.
- 1.10 Ensure patient confidentiality is maintained at all times, and deal with very sensitive information in a caring and compassionate manner.
- 1.11 Support the Matron and Nursing team in developing nursing within the speciality, implementing innovative ways of working

2. Communication

- 2.1 Communicate effectively with the multidisciplinary team in order to promote efficient patient care and maintain effective channels of communication.
- 2.2 Report all accidents and untoward incidents to the nurse in charge of the area and complete an incident form in accordance with Trust policy.

- 2.2 Maintain complete and accurate patient records ensuring that they provide a detailed account of all care provided.
- 2.3 Communicate with and provide support for patients' relatives, carers and visitors.
- 2.4 Be aware of the need for confidentiality both within the written and spoken word and ensure correct storage of patients' records at all times, to comply with the Information Governance Code.
- 2.5 Liaise with other clinical areas as necessary for the coordination of patient care and the smooth running of the ward/unit/department.
- 2.6 Provide advice and information to patients as requested and sign post to appropriate agencies.
- 2.7 Discuss all alternative treatment options and facilitate clinical management decisions.
- 2.8 Identify young and/or vulnerable people and comply with safeguarding policies, making appropriate referrals.

3. Professional Leadership

- 3.1 Support a culture of teamwork within the clinical area.
- 3.2 Collaborate with all members of the multidisciplinary team to ensure efficient running of the department.
- 3.3 Use resources effectively in order to provide quality patient care whilst having an awareness of budgetary issues.
- 3.4 Assist the Sister/Charge Nurse in introducing new members of staff to their duties.
- 3.5 Supervise and assess registered and unregistered staff as appropriate.
- 3.6 Take all reasonable steps to ensure the safe keeping of patients' property in accordance with Trust policy.
- 3.7 Ensure where appropriate that the programmes of training for learners, both student nurses and health care assistants are completed.
- 3.8 Undertake formal and informal teaching sessions as required and undertake training to act as a mentor to students.
- 3.9 Contribute to the monitoring and control of expenditure and use of resources.
- 3.10 Maintain own professional competence through on going professional development to include clinical supervision, annual mandatory training, appraisal process and personal development planning
- 3.11 Be accountable for own professional practice in accordance with NMC code of

conduct

4. Professional development

- 4.1 Assist in the development of team objectives.
- 4.2 Participate in interviewing and selection of new staff where appropriate.
- 4.3 Be aware of the impact of service changes across the organisation.
- 4.4 Contribute to the implementation and monitoring of evidenced based cost effective care.
- 4.5 Undertake a recognised mentoring course
- 4.6 Comply with Health & Safety and Infection Control policies and ensure that staff, patients and visitors are appropriately informed and advised. Maintain a clean and safe environment. Ensure equipment used and techniques employed by staff comply with the Directorate Health & Safety policies.
- 4.7 Support others to lead or participate in the management of change and help to implement change in response to clinical, organisational and national demands; in agreement with appropriate others in the unit.
- 4.8 Respond to change initiatives in a positive manner.
- 4.9 Ensure up to date knowledge of contraception and sexual health guidelines and work within them.
- 4.10 Maintain competence to perform clinical tasks through regular assessments and updating, being accountable for own professional practice and identify areas of development.
- 4.11 Be aware of need for own personal development and be prepared to attend and undertake any necessary training, being aware of the need to develop oneself and to strive to increase personal knowledge.

GENERAL DUTIES

In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

Infection Control

To maintain a clean, safe environment, ensuring adherence to the Trust's standards of cleanliness, hygiene and infection control.

Safeguarding children, young people and vulnerable adults

Nottingham University Hospitals is committed to safeguarding and promoting the welfare of children,

young people and vulnerable adults. All staff and volunteers are therefore expected to behave in such a way that supports this commitment.

Information Governance

All staff have an individual responsibility for creating accurate records of their work and for making entries into and managing all NHS records effectively in line with the Health Record Keeping Policy and other Health Records and Corporate Records Management policies and procedures in order to meet the Trust's legal, regulatory and accountability requirements.

Health and Safety

To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.

To co-operate fully in discharging the Trust policies and procedures with regard to health and safety matters.

To immediately report to their manager any shortcomings in health and safety procedures and practice.

To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident/incident form.

To use protective clothing and equipment where provided.

Whilst the aim of the Trust is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a wilful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

Governance

To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

Health and Wellbeing

Employees are expected to take all reasonable steps to look after both their physical health and mental health. To support employees to achieve this NUH offers a wide range of health and wellbeing activities and interventions. The full programme can be viewed at on the staff intranet.

Line managers are expected to encourage and support staff to look after their health and wellbeing, including the release of staff to attend health and wellbeing activities and interventions.

General Policies Procedures and Practices

To comply with all Trust policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

WORKING CONDITIONS

The post holder must be able to:

- work within unpleasant clinical working conditions (for example exposure to body fluids)

- concentrate in an intense and sometimes noisy environment
- cope with potentially violent and threatening situations
- fulfil Trust health and safety policies and procedures when performing risk associated procedures including dealing with hazardous substances

JOB REVISION

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

Service Review

A strategic review of all Trust services is taking place, as a result of which some services, or parts of some services, may transfer from one campus to the other. This will be decided in accordance with the most appropriate way to provide the best healthcare for patients in the future and all staff will be fully consulted on about the impact of any such decisions.

Job description reviewed by: L Portas & S Bull

Date: 08/06/2018