

North Bristol NHS Trust

Job Description

Job Details

Job Title: Immunology Support Nurse – Fixed Term (18 months – likely to be extended)

Grade: 5

Department: Immunology & Allergy

Directorate: Medicine

Location/Base: Southmead Hospital

Job Summary

To work as part of a team of Immunology Nurses who provide a high standard of care and treatment to patients with a variety of immunology and allergy conditions predominantly in an Outpatients setting.

To provide nursing support to the Regional Network by attending clinics at either Bridgwater, Taunton, Cheltenham, Cossham or Bath as required (usually once a week).

To promote and maintain a high standard of care for patients receiving immunoglobulin therapy in a Day Unit/Outpatient setting.

To carry out a variety of allergy testing in a clinical setting, including skin and intradermal testing and drug/anaesthetic allergy testing. Full training will be given.

To assist in running a nurse led clinic providing specialist treatment to patients receiving desensitisation for severe allergy conditions.

Assist in running Immunology clinics.

To educate patients on allergy avoidance measures, and teach practical treatment skills to patients and relatives.

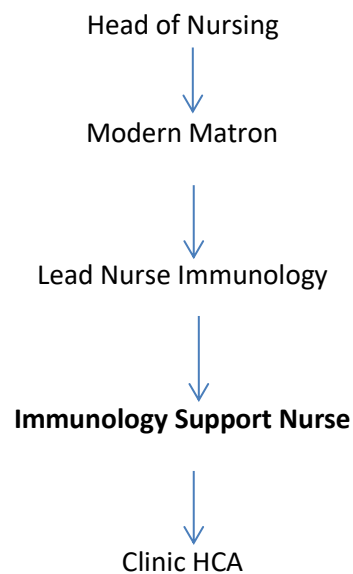
To help to care for patients and relatives receiving home therapy by participating in home therapy training and maintaining infusion records.

To maintain and update patients details on the National Immunoglobulin Database.

Patient related admin to enable the above care.

Ordering supplies required for the smooth running of the clinics.

Organisation Chart/Accountability



Knowledge, Training, Experience And Skills Required

QUALIFICATIONS:

- Registered General Nurse.
- Degree or Diploma in health related field
- Recognised teaching qualification ENB998 or equivalent (desirable)

EXPERIENCE

- Two years post qualification experience desirable.
- An interest in Immunology and allergy – full training will be given.
- Evidence of maintaining clinical competence.

KNOWLEDGE AND UNDERSTANDING OF:

- The Nursing and Midwifery Council Code of Conduct.
- Research and audit and its application to clinical practice.
- Clinical Governance awareness.
- Effective resource management.

Main Duties & Responsibilities Of The Post

- Participate in the delivery of care to patients in an Outpatient/Day Care setting.
- Maintain effective communication with patients.
- Communicate regularly with consultant immunologist and other health professionals working in the field of immunology, in order to assess, plan, implement and evaluate programmes of care.
- Educate patients and relatives in aspects relating to their disease, to promote the acquisition of skills and knowledge to allow patients to participate in their ongoing treatment.
- To assist in promoting and maintaining an effective learning environment for staff.
- Communicate effectively via the oral, written and electronic routes.
- Communicate and record all patient information in accordance with Trust policies and Data Protection Act requirements.
- Maintain contemporaneous patient records.
- Record patient information using written nursing records and databases/spreadsheets.

Patient Care

- To contribute to the nursing care of patients attending the Day Case Unit for IV and subcutaneous antibody replacement therapy and other complex intravenous treatments and diagnostic blood tests.
- To contribute to the assessment of care needs and to develop, implement and evaluate programmes of care in the absence of the Immunology Lead Nurse.
- Ensure changes to treatment, condition and tests are document contemporaneously, giving a clear profile of care received during the patient's visit.
- Give professional support to team members so that they are able to carry out delegated duties, undertake additional nursing skills eg, cannulation, vaccination, venepuncture and skin prick testing.
- To assist in the running of the desensitisation clinic, vaccinating patients against life threatening/debilitating allergies, documenting side effects for monitoring in accordance with allergy protocols, to assist with agreed research and audits.
- To assist with food and drug challenges in accordance with protocols.
- To ensure that the clinics run efficiently, ensuring that patients are seen within a reasonable time and that any treatment instigated following consultation is carried out in accordance with allergy protocols.
- To assist in the running of the Omalizumab clinic, treating patients with chronic urticaria.

Research and Development

- Ensure that your own and the team's practice is evidence based and in line with the NHS framework and/or other given standards.
- Contribute to the body of nursing knowledge by participation in research and audit. Assist in implementing recommendations of the audit or other related documents e.g., surveys and complaints.

Working Conditions / Effort

- In order to provide the optimum management of patients' therapeutic care, the post will involve working collaboratively with the multidisciplinary team. This will consist of Immunologists, Nursing Staff in the Day Case Unit. Outpatients Department, Pharmacists, Dietician, Medical Secretaries, Medical Records Personnel, Immunology Staff from other hospitals, Laboratory Staff, Drug Representatives and GP's.
- Be accountable for own professional actions not directly supervised.

Physical Effort:

- Manual handling and postural demands (minimal)
- Exposure to potential violent and aggressive behaviour
- Contact with blood and body fluids, allergens on a daily basis
- The need to use highly developed skills and demonstrate a high level of manual dexterity and accuracy, e.g. venepuncture, vaccination, cannulation and skin prick testing.

Emotional Effort:

- Dealing with patient chronic, complex and lifelong conditions.
- Exposure to distressing and emotional situations.
- Staff support in a stressful/emotional working environment.
- Communication face-to-face or via the telephone regarding sensitive issues.

Mental Effort:

- Frequent daily concentration.
- Patient assessment and educational needs.
- Patient record keeping and recording and entering audit data.
- Monitoring and supervision of patients.
- Communicating information of varying complexity to a range of patients and staff.
- Managing time and workload.
- Accountable for own professional practice, not directly supervised, working autonomously in a hospital and community setting.



NBTCARES



NBT Cares. It's a very simple statement; one which epitomises how everybody across our organisation goes the extra mile to ensure our patients get the best possible care.

NBT Cares is also an acronym, standing for caring, ambitious, respectful and supportive – our organisational values.

And our NBT Cares values are underpinned by our positive behaviours framework – a framework that provides clear guidance on how colleagues can work with one another in a constructive and supportive way.

Improving the patient experience through your work

Patients are the most important people in the health service and are at the centre of what we do. Patients and carers are the 'experts' in how they feel and what it is like to live with or care for someone with a particular illness or condition. The patients' experience of our services should guide the way we deliver services and influence how we engage with patients every day in our work.

All staff should communicate effectively in their day to day practice with patients and should support and enable patients/carers to make choices, changes and influence the way their treatment or care is provided. All staff, managers and Board members should work to promote effective patient, carer and public involvement in all elements of their work

We have a duty to involve, engage and consult with patients, carers and families about plans for health facilities and the provision of our services. North Bristol NHS Trust wholeheartedly embraces the principles of patient partnership and has made clear its commitment to involve patients in key aspects of its work.

Infection control

Compliance with all infection control policies and procedures will form an integral part of the practice of all staff working in a clinical environment. Each staff member will be responsible for familiarising themselves with the Infection Control Manual in the clinical areas and on LINK the Trust's Intranet site. Staff must keep up to date with new policies and subsequent implementation in practice.

Staff must seek support and advice from Infection Control in all instances where cross infection is likely to have occurred or when managing situations involving patients with infections where guidance provided in the Policies is not applicable.

All staff must contact the Occupational Health Dept if they are suffering from any form of infection which may put patients and other staff at risk.

Commitment to health and safety, no smoking, equal opportunities and harassment and bullying

Health and Safety/Security

It is the duty of every employee to work in such a way that accidents to themselves and to others are avoided, and to co-operate in maintaining their place of work in a tidy and safe condition, thereby minimising risk. Employees will, therefore, refer any matters of concern through their respective line managers. Similarly, it is each person's responsibility to ensure a secure environment and bring any breaches of security to the attention of their managers.

Commitment to health and safety, no smoking, equal opportunities and harassment and bullying (cont.)

No-Smoking Policy

As an NHS employer, the Trust has a duty to its staff and patients to protect them from the health hazard that smoking represents. Consequently, in line with the public health white paper, *Choosing Health*, the current policy will be that smoking will not be permitted anywhere on Trust property including all buildings, grounds and within leased/owned vehicles of the Trust. This applies to all staff, patients and visitors of the Trust. Failure by staff to comply with this requirement may result in recourse to the disciplinary procedure. Employees also have a responsibility to remind members of the public, visitors and other staff to refrain from smoking on Trust premises and to inform the appropriate manager if they witness repeat non-compliance.

Equal Opportunities

North Bristol NHS Trust has given its full commitment to the adoption and promotion of the key principles of equal opportunities contained within current legislation and the Trust's Equal Opportunities Policy.

All staff hold personal responsibility for the application of this policy on a day-to-day basis and should not undertake any acts of discriminatory practice during the course of their employment. Similarly, all staff have a responsibility to highlight any potentially discriminatory practice to their line manager, human resources department or trade union/professional associations.

Copies of the Equal Opportunities Policy are available in the Personnel Policies and Procedures file in every department and on the intranet.

Harassment and Bullying

We believe that all people, whether staff, patients or visitors, are entitled to an environment in which the dignity of the individual is respected.

We are also firmly committed to promoting an organisational culture which values diversity and equality of opportunity and to preventing discrimination in all aspects of its employment practices and services. We regard harassment and bullying as totally unacceptable forms of behaviour that will not be tolerated or condoned.

Confidentiality and freedom of information

Information relating to patients' records, diagnosis and/or treatment of patients, staff records, or information concerning contracts, tenders and other commercially sensitive matters etc. are considered to be **confidential** and must not be divulged without prior authority other than in accordance with the provisions of the Trust's Policy on raising concerns about Health Care Services as may be amended from time to time. Breaches of confidentiality will result in disciplinary action, and may result in dismissal. Managers are also required as a condition of this Contract to represent the views of the Trust in any dealing they may have with Trust employees, their representatives, the media, general public or other organisations in which he/she may come into contact.

However, as a public body, the Trust has a requirement to publish particular information. Therefore, in addition to the above confidentiality requirements you must also comply with all aspects of the law concerned with information handling. For this purpose, the relevant legislation is the Freedom of Information Act 2000. This Act places a legal duty on all staff to comply with the rights of the public to access information. Any altering, destroying or concealing of information held by the Trust with the intention of preventing the legitimate disclosure of all or part of that information will result in disciplinary action, and may result in dismissal.

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Safeguarding

North Bristol Trust are committed to safeguarding and promoting the welfare of children, young people and adults and to protecting them from all risks of harm. The organisation expects all staff to work to national and local children and adult safeguarding policies and procedures. The trust expects all staff and volunteers to be dementia aware and to support the care of people with dementia. All staff are expected to share this commitment and meet the competencies relevant to their role.

Job Description Agreement

Completed by.....

Authorised by..... Date.....

This job description is a guide to the duties you will be expected to perform immediately on your appointment. It is not an exhaustive list, and such duties may well be altered from time to time to meet changes in the Trust's requirements. Any such changes will be commensurate with the grade of the post and will be discussed with the postholder prior to the changes being made