

Agenda for Change

Respiratory Specialist Nurse/ Physiotherapist



Dear Candidate,

Thank you for your interest in this post and for taking the time to read this information pack. We hope that this exciting and rewarding opportunity catches your imagination and you are encouraged to apply.

North Tees and Hartlepool NHS Foundation Trust (NTHFT) is an ambitious organisation with a focus on excellent patient care. Our teams operate across two acute hospital sites, a community hospital in Peterlee and a number of other community-based hubs employing 5,500 staff who provide integrated hospital and community based services.

We have an income of around £360m and serve a population of c.400,000 living within Hartlepool, Stockton-on-Tees, East Durham and surrounding areas including Sedgfield, Easington and Peterlee and wider population for our NHS England commissioned services on bowel, breast and cervical cancer.

Our population experiences significant health inequalities and one of our prime aims is to not only provide the best health care but to raise the health aspirations of the communities we serve. Treating illness is only part of our work.

Patient safety is our absolute, number one priority and is reflected in everything we do. We expect every colleague, clinical or non-clinical, to always put our patients first.

We are an aspiring organisation with a focus on innovation in healthcare, reflecting the ambitions of the NHS Long Term Plan. Working to facilitate care closer to home, with a drive for prevention and control over own health – the Trust is dedicated to collaborative ways of working to drive aspirational outcomes for patients and the wider community at large.

We work in close partnership with a range of local and national organisations for the benefit of our patients. Currently we are developing a hugely ambitious [Clinical Diagnostic Centre](#) in Stockton town centre in partnership with Stockton-on-Tees Borough Council, North East and North Cumbria Integrated Care System and South Tees Hospitals NHS Foundation Trust.

Staff members enjoy significant benefits such as access to unique NHS discount services (including retail, insurance and travel) and we pride ourselves on our commitment to the health and wellbeing of our colleagues.

We are seen as a valued local health ‘voice’ and a vocal advocate for our community. Our colleagues are often featured in local and national news stories and, on occasions, even international reporters have shown an interest in our work.

The Trust operates a progressive pathway management model, with the establishment of three care groups focused on: Healthy Lives, Responsive Care and Collaborative Care.

Our vision is to be a consistently high performing and financially sustainable Trust. We are well on the way to achieving this and by joining us now, you can contribute to our continued journey.

We are looking for people to join us at NTHFT who are aligned with our values: Collaborative Aspirational, Respectful, Empathetic.

You can learn more about our work on our website <https://www.nth.nhs.uk/> and on our active social media accounts.

Thank you on behalf of the Trust Board for your interest in working for North Tees and Hartlepool NHS Foundation Trust and wish you every success in your application.



Prof Derek Bell
Chair



Stacey Hunter
Group Chief Executive Officer

Job Description

Job Title Respiratory Specialist Nurse /
Physiotherapist

**Community Respiratory
Care Group Healthy Lives**

Contracted Hours 37.5

Base Billingham Health Centre

Pay Band – Band 6

Main Purpose of the Job

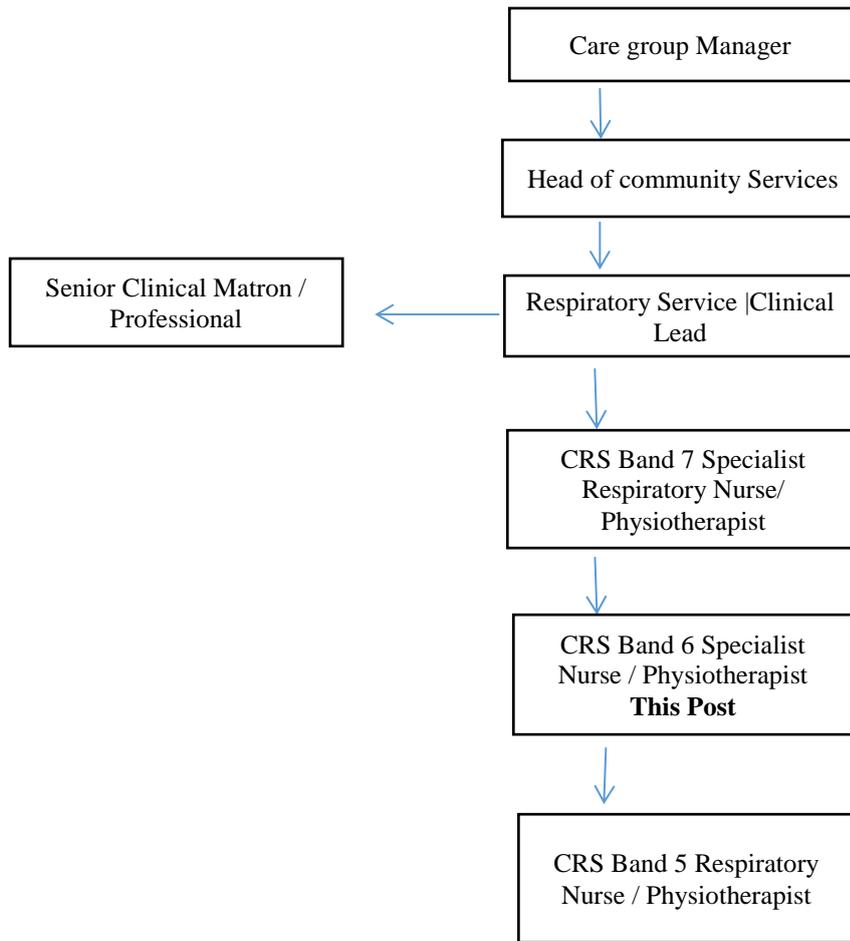
The post holder will be an active member of the Multi-Disciplinary Team, using professional judgement and assuming responsibility and accountability for assessing, implementing and evaluating clinical care for complex patients, to meet their needs in a safe caring environment.

The post holder will participate in supporting an 8am to 8pm, 7 days a week, Trustwide service which will involve the delivery of a comprehensive, skills and evidence-based respiratory service to patients in the community (including patients' own homes) and secondary care settings.

A key element of this role is to help prevent unnecessary hospital admissions in cases where patients could be safely and effectively cared for within the home environment. This will offer our patients greater choice in their preferred place of care.

This role will facilitate timely and safe hospital discharges working collaboratively with a range of other professionals including Local Authorities, Community Nursing Services, GPs, Urgent Care Team, Acute Trust, Discharge Liaison Teams and supporting the Community Intervention strategy.

Organisational Chart



Communications and Relationships

Provision of a high quality standard of care to all patients.

To work independently under the overall supervision of the Respiratory Specialist Practitioner to ensure that patients are cared for and managed safely and effectively in the most appropriate setting.

To manage relationships with colleagues in both primary and secondary care.

Analytical and Judgement Skills

Providing accurate interpretation of clinical findings and investigations in an acute situation, which will underpin the decision-making process and patient management plan.

Breaking bad news, initiating, and undertaking end of life discussions. Completion of and ensuring DNACPR and EHCP are in place with referral to appropriate teams for palliative care management.

Acts as a source of clinical and theoretical knowledge for all grades and disciplines of staff as well as patients, relatives and carers, providing support and clinical advice in specialist areas, based on evidenced based research.

To demonstrate a level of clinical reasoning skills to plan, implement and evaluate programmes of care based on assessed needs. This includes delegation of day-to-day supervision and direction of other team members, whilst being responsive to the needs of the wider community services directorate.

The post holder will be expected to work independently in the direct delivery of high quality care making clinical decisions based on clinical skills assessment.

Autonomously formulates appropriate management plans for patients, formulates clinical decisions and treatment plans to manage acute illness and acute episodes of chronic illness including referral, admission or discharge.

Aware of the escalation process for patients that are acutely unwell.

Planning and Organisational Skills

Must have good time management skills and be able to effectively prioritise work load on a daily basis.

Coordinate the daily work load of the team if shift coordinator.

Participate in the band 6, and monthly team meetings.

Physical Skills

Performs clinical procedures appropriate to the history and physical examination of the patient, including testing and treatments requiring highly developed skills and precision, including (but not limited to) auscultation, palpation, cannulation, venepuncture, capillary blood gas sampling, spirometry. Once established within the service there will be opportunities to develop further skills

Produces accurate and complete documentation and patient records consistent with legislation, policies and procedures.

Must hold full driving licence.

Possesses proficient typing, IT and computer skills. Uses audio/visual equipment to record and impart information and research.

Patient/Client care

Deliver direct patient care by carrying out assessments and formulating treatment plans for patients with respiratory conditions across the service, based on available clinical information.

Undertakes physical examination as indicated by the patient's condition; autonomously analysing clinical signs and investigation results to consider differential diagnoses and diagnose conditions, initiating treatment as required.

Facilitate open discussion with respiratory patients and their carers / family regarding their care and end of life care preferences.

Supports the delivery of high quality care to patients with respiratory conditions, both within an acute episode or long-term condition management.

Works autonomously within the scope of practice.

Policy and Service Development

Participate in the development of the service including new initiatives such as virtual wards.

Works in partnership with the existing senior medical, nursing and AHP teams in driving departmental development and change.

To participate in developing, implementing and monitoring policies, procedures and protocols as well as promoting and implementing the use of assistive technology such as Telemedicine within Respiratory care.

Financial and Physical Resources

Maintains awareness of budgetary constraints within the department manages resources appropriately and encourages others to do likewise.

Be aware of cost improvement and how to support budget control.

Management and Leadership

Supervise and support Junior members of staff.

Ensure statutory and mandatory training are kept up to date.

Provide leadership support to the team in the absence of the clinical lead ensuring the delivery and maintenance of high standards of skilled care to patients in their own homes or residential care.

Assist in the recruitment and selection process with Clinical lead.

Be responsible for the maintenance of professional standards within the department, ensuring standards are regularly monitored and where appropriate corrective action taken.

Be the shift coordinator in the absence of clinical lead.

Adhere to the trust code of conduct.

Work within the scope of professional body.

Information Resources

Produces accurate and complete documentation and patient records consistent with local legislation, policies and procedures.

Responsible for audit of record keeping and ensures service compliance with clinical governance regarding the appropriate use and access of healthcare records.

Responsible for producing and circulating minutes of team meetings.

Awareness of System One, Trackcare.

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Research and Development
Awareness of local and national audits in relation to respiratory care. Responsible for the local audit.

Freedom to Act
Undertakes physical examination as indicated by the patient's condition; autonomously analysing clinical signs and investigation results to consider differential diagnoses and diagnose conditions, initiating treatment as required. Requests investigations such as blood, sputum and other laboratory tests. X-Rays in accordance with IR(ME)R regulations and clinical expertise as local policy allows. Analyses multiple sources of data including patient history, physical examination and investigation findings when making diagnoses, clinical judgements and evaluating care provided; presenting this information, to clinical lead for advice when scope of practice is exceeded. The post holder will be expected to work independently participating in the direct delivery of high quality care making clinical decisions based on clinical skills assessment.

Personal
<ul style="list-style-type: none">• Maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities.• Participate in review of own performance regularly and development of personal development plan at least every 12 months• Take responsibility for own actions• Recognise own personal strengths and weaknesses and identify appropriate strategies to enhance the strengths and overcome or minimise the weaknesses• Apply personal effectiveness skills in terms of time management, prioritisation, resource management, self-motivation and team work

General Requirements:
Demonstrate commitment to IWL principles and flexible working patterns, to meet the needs of the service and staff Tackle discrimination and harassment, and promote equality and diversity in the workplace Reduce sickness absence; work place accidents; and promote zero tolerance on violence against staff

Take responsibility for personal development and education and the development of a Personal Development Plan.

1. Communications and Working Relations

The post-holder must treat colleagues in a manner that conveys respect for the abilities of each other and a willingness to work as a team.

Support the Making Every Contact Count approach to behaviour change in the promotion of health and wellbeing of individuals and communities <https://www.meccgateway.co.uk/nenc>

2. Policies and Procedures

All duties and responsibilities must be undertaken in compliance with the Trust's Policies and Procedures. The post-holder must familiarise the ways in which to raise a concern to the Trust e.g. Speaking Up Policy (RM 36) in order that these can be brought to the Trust's attention immediately.

3. Health and Safety

The post-holder must be aware of the responsibilities placed upon themselves under the Health & Safety at Work Act (1974), subsequent legislation and Trust Policies; to maintain safe working practice and safe working environments for themselves, colleagues and service users.

4. Equal Opportunities

The Trust has a clear commitment to its equal opportunities policy and it is the duty of every employee to comply with the detail and spirit of the policy

5. Risk Management

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

6. No Smoking

This Trust acknowledges its responsibility to provide a safe, smoke free environment, for its employees, service users and visitors. All Health Service premises are considered as non-smoking zones; the post-holder must familiarise themselves with the Trust's Smoke Free Policy (EF12)

7. Confidentiality

All personnel working for, on behalf of or within the NHS are bound by a legal duty of confidentiality (Common Law Duty of Confidentiality). The post-holder must not disclose either during or after the termination of their contract, any information of a confidential nature relating to the Trust, its staff, its patients or third party, which may have been obtained in the course of their employment.

8. Equal Opportunities

The Trust believes that equality of opportunity and diversity is vital to its success and an essential prerequisite to the achievement of its goals in delivering seamless, high quality, safe healthcare for all, which is appropriate and responsive to meeting the diverse needs of individuals. In working towards achieving our goals, it is important that staff and users of our service are treated equitably, with dignity

and respect, and are involved and considered in every aspect of practice and changes affecting their employment or health care within the Trust.

9. Conflict of Interest

The Trust is responsible for ensuring that the service provided to patients in its care meets the highest standard. Equally it is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's standing orders require any officer to declare any interest, direct or indirect, with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties

10. Infection Control

The post-holder will ensure that (s)he follows the Trust's hospital infection prevention and control (HIC) policies and procedures to protect patients, staff and visitors from healthcare-associated infections. He or she will ensure that (s)he performs the correct hand hygiene procedures (as described in HIC 14), when carrying out clinical duties. He or she will use aseptic technique and personal protective equipment in accordance with Trust policies. All staff must challenge non-compliance with infection, prevention and control policies immediately and feedback through the appropriate line managers if required.

Be aware of, and comply with, all Trust infection prevention and control policies, to include hand hygiene, personal hygiene, environmental and food hygiene. To undertake annual training/updates in infection prevention and control.

To be accountable for implementation of The Health and Social Care Act 2008 Code of Practice on the prevention and control of infections and related guidance (2015) within own department/area of responsibility.

Prepare for and undertake the protective interventions that he/she is responsible for in a manner that is consistent with evidence based practice and maintaining patient safety.

11. Safeguarding Children and Adults

The Trust takes its statutory responsibilities to safeguard and promote the welfare of children and adults very seriously. The Board of Directors expects all staff will identify with their manager their own responsibilities appropriate to their role in line with statute and guidance. This will include accessing safeguarding training and may include seeking advice, support and supervision from the trust safeguarding children or safeguarding adult teams. Where individuals and managers are unclear of those responsibilities they are expected to seek advice from the safeguarding teams.

12. Disclosure and Barring Service

The appropriate level of DBS check will be undertaken for this role. Further information on the Disclosure Service is available from www.disclosure.gov.uk.

13. Other duties

To undertake other duties to meet the changing needs and priorities of the Trust, the service and the clients, as determined by your manager and in accordance with the grade of the post.

PERSON SPECIFICATION

Job Title *Respiratory Nurse Specialist /
Physiotherapist*

Pay band *6*

Department *Community Respiratory*

Care Group *Healthy Lives*

Attribute	Essential	Desirable	Assessment
Qualifications & Training	<ul style="list-style-type: none"> • Registered Nurse or Physiotherapy Practitioner. • Educated to degree level or equivalent. • Evidence of recent training/qualification in relevant respiratory care, & respiratory assessment e.g. Post graduate qualification in Respiratory Care or COPD. • Teaching qualification. 	<ul style="list-style-type: none"> • Possession of or willing to work towards non-medical prescribing qualification • Possession of or willing to work towards Advanced Clinical Skills qualification 	AF/I
Experience	<ul style="list-style-type: none"> • Experience in the clinical management and Clinical assessment of respiratory patients. • Evidence of continuing professional development. 		AF/I
Knowledge	<ul style="list-style-type: none"> • Broad working knowledge of respiratory conditions, assessments and treatments. • Understands national and local guidance re respiratory care . 		AF/I/P
Skills and attributes	<ul style="list-style-type: none"> • Ability to work collaboratively across organisations. • Ability to plan and provide clinical care to patients. • Understanding of clinical governance. 	<ul style="list-style-type: none"> • Leadership qualification • Familiar with system one 	AF/I/P

	<ul style="list-style-type: none"> • Experience of networking and interagency working. • Skilled in the use of IT in clinical practice. • Ability to demonstrate a proactive approach to work, prioritising workload, managing time and resources. • Ability to work autonomously. • Ability to support change management. • Awareness of quality improvement. 		
Management/Supervision	<ul style="list-style-type: none"> • Ability to interpret national policy and guidelines in relation to local service delivery. • Sound broad knowledge and understanding of the culture and challenges of the NHS. • Excellent time management /organisational skills. • Approachable and diplomatic. • Commitment to the development of oneself and others. • Flexible and adaptable approach. • Resourceful. • Experience of supervising peers and lower grade staff. • Participate and support clinical supervision. 		AF/I/P

Communication	<ul style="list-style-type: none"> • Ability to communicate effectively, both verbally and in writing • Ability to demonstrate excellent communication and interpersonal skills. • Communicates effectively with patients and carers: sometimes recognising the need for alternative methods of communication to overcome different levels of understanding, cultural background and preferred ways of communication. • Communicates effectively with colleagues: • Good listening skills 		AF/I/P
Finance and Physical Resources	<ul style="list-style-type: none"> • Knowledge of finance in NHS. • Awareness of budgets. 		AF/I
Other	<ul style="list-style-type: none"> • Must be able to drive to meet the travel needs of the post. 		

Essential criteria are those attributes required of the post holder without which an appointment cannot be made.

Desirable criteria are those attributes of the post holder, which would be useful, but not essential for the post holder to perform the role.

How tested: AF - Application Form
 I - Interview
 P - Presentation

I confirm that this Person Specification has been discussed and agreed with me.

Name:

Signature:

Date:/...../.....

Profile Supplement:

This Role Involves:	Yes	No	Rare	Occasional	Frequent	Examples
Lifting weights/objects between 6-15 kilos	x		x			Carrying equipment between locations, Kit bags, laptop, nebuliser
Lifting weights/objectives above 15 kilos		x				
Using equipment to lift, push or pull patients/objects			x			Movement of patients within a clinical area e.g wheelchair / hoist
Lifting heavy containers or equipment		x				
Running in an emergency	x		x			May be required to obtain equipment in emergency situation
Driving alone/with passengers/with goods	x				x	Home Visits
Invasive surgical procedures		x				
Working at height or in a confined space	x			x		May have to carry out assessment in confined areas of patients own home.

Concentration to assess patients/analyse information	x				x	Need to concentrate on clinical and physical information to formulate a diagnosis and treatment plan.
Response to emergency situations	x			x		May attend a patients home and patient is unwell requiring emergency treatment
To change plans and appointments/meetings depending on the needs of this role	x				x	H@H component is reactive: need to change day linked to referrals, or to see deteriorating patient
Clinical interventions	x				x	Delivering direct patient care
Informing patients/family/carers of unwelcome news	x				x	Involvement in palliative care conversations DNACPR
Caring for terminally ill patients	x				x	End stage respiratory conditions managed under the service
Dealing with difficult family situations	x				x	Working in patient's homes rather than clinics, bereavement, safeguarding incidents
Caring for/working with patients with severely challenging behaviour	x			x		Some patients with challenging behaviours have respiratory conditions also
Typing up of formal minutes/case conferences	x			x		Minutes from meetings and MDT meetings

Clinical/hands on patient/client care	x				x	Clinical Role
Contacts with uncontained blood/bodily fluids	x				x	Sputum samples daily, occasional blood sampling
Exposure to verbal aggression	x			x		On occasion patient/ relatives can be aggressive
Exposure to physical aggression		x				
Exposure to unpleasant working conditions dust/dirt/fleas	x				x	Home visits often in unpleasant environments
Exposure to harmful chemicals/radiation		x				
Attending the scene of an emergency	x			x		Escalation to support colleagues with deteriorating patients
Food preparation and handling	x			x		Making patients a drink/ sandwich on Home visits
Working on a computer for majority of work	x				x	Clinical note keeping on laptops/ desktops also viewing patient scans/ xrays. Documentation of assessment
Use of road transport	x				x	Use of own car to attend home visits



North Tees and Hartlepool
NHS Foundation Trust

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