

Practice Development Nurse/ODP- Theatres, Band 6

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A BETTER **CAREER** STARTS HERE

At Gloucestershire Hospitals NHS Foundation Trust, we take great pride in delivering high quality acute services and we understand just how precious life is.

People entrust their lives to our care every day and they have the right to expect the very best experience and outcomes. That's why our ambition and the pursuit of excellence is the foundation of everything we do.



Job details

Job Title:	Practice Development Nurse/ODP- Theatres
Division	Surgical
Department:	Theatres
Responsible and accountable to:	Band 7 Practice Development Lead- Theatres
Band:	Band 6
Location:	GHNHSFT

Job purpose

- To support, inspire, motivate and and empower theatre practitioners to develop evidence based clinical skills and support the acquisition of core and specialist skills in line with the requirements of their role, the workforce plan and service needs. To ensure these competencies and standards are maintained.
- Provide visible, accessible leadership to staff and act as an expert role model to ensure the excellence and effectiveness of all clinical/surgical practice
- Ensure safe care is provided within a challenging and changing clinical environment, supporting staff using equipment and resources
- To create and support a safe learning environment which facilitates innovative approaches to patient care and clinical practice in order to improve the quality of care given.
- Be able to provide feedback to learners and colleagues in a constructive and supportive way, encouraging reflective practice
- To promote opportunity for development, recognising individual learning needs and adapting training to ensure equality
- To support practice assessors, mentors and preceptors who support learners in practice in line with the relevant NMC/HCPC/ AfPP standards
- To liaise with education providers to ensure clinical placements meet the requirements of the university curriculum and that high standards are met in respect to clinical learning, supervision and assessment
- To coordinate student rotas/allocation and work experience and provide pastoral support

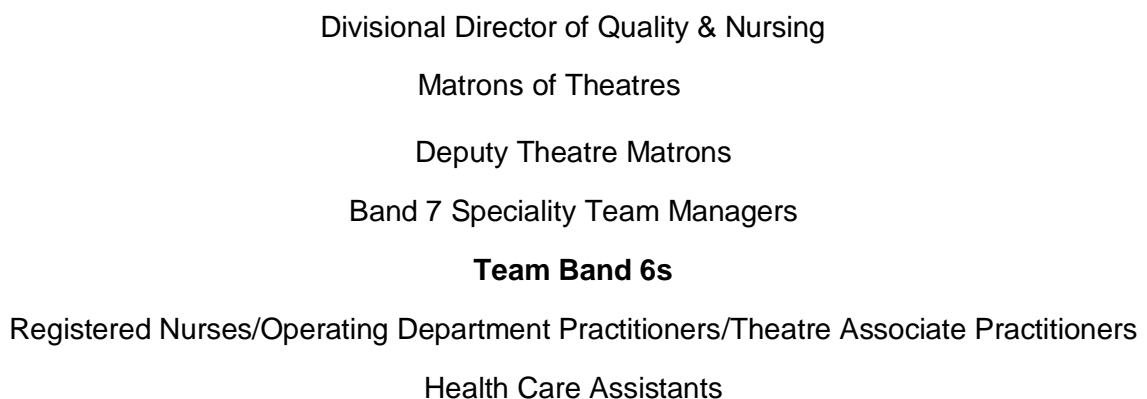
- To identify training needs and facilitate the development and implementation of evidence-based training sessions in relation to these needs including mandatory and statutory training where required
- To act as Cascade Trainer and Moving and Enabling Link resource
- To develop and deliver Theatre Competency study day and other theatre specific training sessions, receive feedback and monitor their effectiveness
- To coordinate audit afternoon sessions
- To identify changes in policy and makes appropriate changes to teaching information facilitating dissemination to all colleagues
- To ensure the Trusts safety agenda is promoted and embedded through induction and training
- To represent theatres during recruitment and careers events promoting theatres as an excellent place to work

Dimensions

- Ensure clinical practice is evidence based or peer reviewed “best practice”
- Participate in audit and research
- Understanding and experience of implementing research based practice
- Support the clinical area, ensuring protocols, policies and procedures are adhered to and provide a service to the agreed standard which meets organizational and national targets
- To maintain confidentiality at all times and to support staff, patients, relatives and carers.
- To recognise, resolve or take action in situations that may be detrimental to the health and well-being of patients and colleagues
- To report all incidents/adverse events in a timely manner in accordance with Trust policy
- Respond to emergency situations with composure, maintaining patient safety and appropriately escalating care whilst providing full support to patients and colleagues, as required
- To ensure all patient and training records are kept in a legible, accurate and contemporaneous way and in accordance with Trust policy and departmental procedure
- Analyse difficult situations ensuring staff and patients safety under the 1974 Health and Safety Act
- Comply with Trust and Departmental policies and procedures e.g. Health and Safety at Work Act (1974), Manual Handling, clinical equipment competency, risk management, Data Protection Acts and patient confidentiality at all times. This will include demonstrating compliance with the terms of all safeguarding policies and processes relevant to the safeguarding of adults and children in the care of GHNHSFT and to undergo regular mandatory training concerned with safeguarding matters

- Ensure a smart, professional image that enhances the public perception of the Trust and ensure the professionalism of its staff is portrayed
- To support student nurses, student ODPs, apprentice student ODPs, T-level students, level three apprentices, new starters and existing colleagues across all theatre departments in the development and maintenance of clinical skills and knowledge
- Work collaboratively with the Theatre Quality Improvement and Project Lead and Risk Lead to ensure continuous quality improvement and safe working practice
- To work across site with a variety of specialties and teams.
- Promote reflective practice, clinical supervision and personal action for quality improvement
- Maintain and develop your own professional competence and seek to extend your scope of knowledge and skill within your role as Practice Development Nurse/ODP

Organisation Chart



Knowledge, Skills and Experience Required

- Able to demonstrate expert competence in a surgical environment with highly developed specialist knowledge across the range of work procedures and practices underpinned by theoretical knowledge and relevant practical experience.
- Evidence of teaching and assessing experience and an appropriate qualification with a commitment to the ongoing development of all learners and colleagues
- Demonstrate the ability to share clinical knowledge and skills with learners and colleagues in both the classroom and the clinical setting
- Experience of motivating staff and team building, with experience of appraisal, career conversations and performance management of colleagues
- To be able to plan student placements and support safe learning environments
- To be able to lead and deputise when required, in the absence of the band 7 Practice Development Lead- Theatres

- Effective communication, interpersonal, organisational and planning skills
- Work with teams through influencing, negotiating, and creating solutions to encourage positive development and overcome barriers to achieving success.
- Evidence of personal time management skills
- Developed/Enhanced IT skills

➤ **Key Result Areas**

- Ensure safe care is provided within a challenging and changing clinical environment, supporting staff using equipment and resources
- Ensure own and colleagues' ability to input and retrieve patient and staff information from computer-based systems. Ensure maintenance of accurate and contemporaneous training and patient records
- Ensure a standardised approach to training, disciplinary and performance issues are taken and be active in recruitment, retention and performance issues
- Help to develop and maintain effective systems which ensure colleagues are recruited, inducted and retained with appropriate training to carry out their roles
- Comply with Trust and Departmental policies and procedures e.g. Health and Safety at Work Act (1974), Manual Handling, clinical equipment competency, risk management, Data Protection Acts and patient confidentiality at all times. This will include demonstrating compliance with the terms of all safeguarding policies and processes relevant to the safeguarding of adults and children in the care of GHNHSFT and to undergo regular mandatory training concerned with safeguarding matters
- In conjunction with their manager, identify their own training needs, participating in clinical audit and quality projects which contribute to the departmental education programme
- Report incidents, complaints, clinical emergencies, injury or medicine administration errors as detailed in the departmental and Trust protocols. Assist in the investigation of incidents as required
- Maintain and contribute to the development of standards of practice, conduct or decision making in conjunction with senior management
- Ensure a smart, professional image that enhances the public perception of the Trust and ensure the professionalism of its staff is portrayed
- Contribute to audit programmes for the improvement of the quality of care. Assist in the development of the use of research, maintaining a system whereby all staff have the ability to critically appraise literature and transfer findings into practice. Encourage the development of a supportive infrastructure at clinical level for research and development, promoting dissemination of and participation in nursing research

Leadership and Managerial Role

- Motivates and inspires staff, utilising their strengths, providing support and empowering others
- Role modelling desired behaviours by showing passion for peri-operative care and consistently demonstrating the Trust Values
- Is able to demonstrate resilience and the ability to develop creative and innovative solutions
- Is self-aware, understanding their own values and their impact on others. Is able to consider different perspectives and is reflective and therefore, able to identify what could be done differently
- Focuses on quality and the service provided. Continually tries to identify the most effective way of making the service responsive to meet changing demands.
- Manages long and short-term priorities, balancing the bigger picture with detail to ensure the highest standards of training are achieved.
- Ensure that learning and development is identified and delivered to all levels of staff within the clinical setting

➤ Communications and Working Relationships

- Matron
- Deputy Matron
- Quality Improvement and Project Lead- Theatres
- Risk Lead- Theatres
- Team Leaders
- Students
- University & College lecturers
- Multidisciplinary team
- Link practitioners
- Colleagues (Nursing/ODP/HCSW/apprentices)
- Patients and outside agencies
- General public, specialist teams and other Divisional staff
- Corporate services
- Site Management team

Physical Effort and Working Conditions

- Responsibility to ensure all aspects of the Manual Handling guidelines are in practice and support in providing appropriate risk assessments
- Will be expected to frequently manoeuvre patients/objects over 15kg using appropriate aids, often in confined spaces
- Responsibility to manage clinical care following required Policies and Procedures pertaining to bodily fluids, infection control and COSHH regulations resulting in frequent exposure to highly unpleasant working conditions
- Responsibility to manage challenging situations and people e.g., safeguarding, violence and aggression
- Ability to work with frequent exposure to highly distressing situations involving patients, relatives and staff with exposure to traumatic circumstances

General Conditions & Confidentiality

In the course of your employment, you may have access to, see or hear confidential information concerning the medical or personal affairs of patients and or staff. Unless acting on the instruction of an authorised officer, on no account must such information be divulged or discussed except in the performance of normal duties. Breaches of confidence, including improper passing of registered computer data, will result in disciplinary action, which may lead to dismissal. You should be aware that regardless of any action taken by your employing authority, a breach of confidence could result in a civil action for damages. In addition, records, including VDU screens and computer printouts of registered data must never be left in such a manner that unauthorised persons can obtain access to them. Written records must either be destroyed or retained in safe custody when no longer required, VDU screens should always be cleared when unattended.

Terms and Conditions of Service

The principle terms and conditions of your appointment will be those set out in the Agenda for Change national agreement as amended from time to time by the NHS Staff Council. These terms and conditions are set out in the NHS Terms and Conditions of Service Handbook, which is available on the Trust's intranet and NHS Employers web site.

Health and Safety

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.

Data Quality

As part of your employment you may be required to record Patient Information (computerised or on paper). You have a responsibility to ensure that information is entered accurately, completely and consistently. It is particularly important that patients' demographic details are kept up to date. Problems should be reported to your Manager.

No Smoking Policy

Gloucestershire Hospitals NHS Foundation Trust operates a no smoking policy. Smoking is not

permitted anywhere within the buildings and grounds of all Trust sites. These restrictions include all areas up to the boundaries of all sites.

Job Share

As part of its commitment to Equal Opportunities in employment, Gloucestershire Hospitals NHS Foundation Trust has a policy on Job Sharing. Under this policy all posts, unless exempted, are open to Job Share.

NB

This job description is not intended to form part of the contract of employment or to be a complete list of duties and responsibilities, but is a good guide for information to the job. It will be periodically reviewed in the light of developing work requirements in the department. The officer in the post will be expected to contribute to that review.

Job description agreement

Job holder's signature:	Date: DD / MM / YYYY
Head of department signature:	Date: DD / MM / YYYY

Person specification: Band 6 Practice Development Nurse/ODP

Key to terms: E: Essential, D: Desirable. **How is it assessed?** I: Interview, A: Application

Qualifications

Relevant degree or equivalent	E	A
Registered Nurse/ODP with the NMC/HCPC holding a minimum of 3years' post registration	E	A
Evidence of professional development through the maintenance of ongoing study	E	A
Surgical first assistant or other relevant advanced training	D	A

Experience

Perioperative experience working in anaesthetics or scrub	E	A/I
Ability to work flexibly and dynamically	E	A/I
Evidence of supervising, assessing or mentoring learners in practice	E	A/I
Evidence of additional responsibilities such as a champion or link role	D	A/I
Evidence of the ability to lead change and develop, implement, monitor and evaluate policies, protocols, guidelines relevant to the perioperative environment	D	A/I

Knowledge, Skills, Abilities

Able to effectively communicate and has experience of motivating staff and team building	E	A
Act as a role model and be able to lead by example to ensure the Trusts values and behaviours are reinforced in the clinical setting	E	A/I
Able to demonstrate expert clinical competence in a perioperative environment with highly developed specialist knowledge across the range of work procedures and practices underpinned by theoretical knowledge and relevant practical experience	E	A/I
Ability to give and receive feedback in relation to clinical competence and training	E	A/I
Understanding and experience of implementing research-based practice	E	A/I

Excellent presentational, communication and interpersonal skills	E	I
Evidence of enhanced IT skills and the ability to accurately record data	E	A
Able to effectively and appropriately escalate concerns to reduce risk and promote patient safety	E	A/I

Qualities

Caring and compassionate	E	I
Creative and Flexible	E	I
Self-motivated and able to motivate others	E	I
Team focused	E	I
Commitment to CPD of self and others	E	I