



JOB DESCRIPTION

Job Title Clinical Nurse Specialist

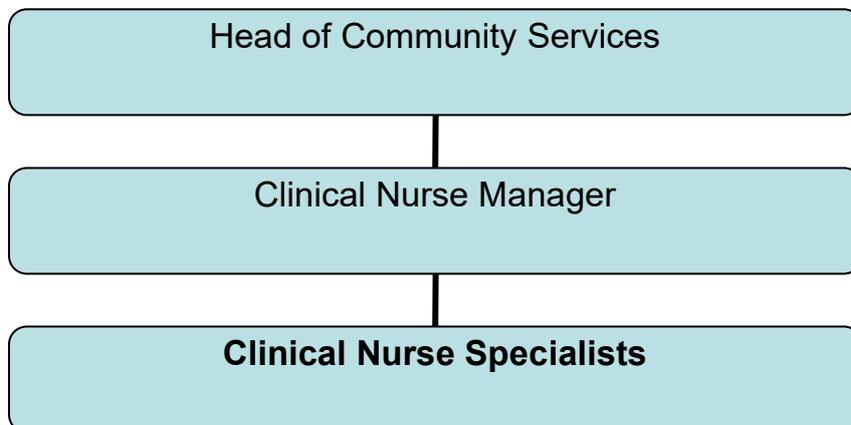
Responsible to Clinical Nurse Manager Community Services

Principal contacts

Internal: All hospice clinical teams

External: Patients, GPs, District Nursing teams, Hospital Palliative Care Team, ECHO team, CHC, voluntary agencies

Location The post is based St Barnabas House



Job purpose

The Specialist Palliative Care Nurse is an expert in ensuring high quality palliative care is delivered to patients and their families. They are able to work independently, and as part of the wider health care team.

Job Summary

To offer the patient and families the skills of a clinical nurse specialist in symptom control, social, emotional and spiritual care.

To offer advice, support and education to the primary health care team, community and hospital staff where appropriate, as part of a multiprofessional team.

To work from using a multiprofessional approach to care.

To participate in quality initiatives within the department.

Principal duties and responsibilities

Clinical Practice and Leadership

1. Take and analyse a clinical history in a relevant succinct and logical manner;
2. Record concisely, accurately, confidentially and legibly the appropriate elements of the history, examination, results of investigations, differential diagnosis and management plan;
3. Present cases clearly, consistently and professionally to the MP team contributing effectively in patient management;
4. Independently assess the patient's needs. Identify their goals and work with the patient and family towards achieving them;
5. Interpret the results of investigations and discuss and liaise with colleagues to order them appropriately;
6. Demonstrate an in depth knowledge of the options for achieving control of symptoms and ability to advise the primary health care team;
7. Demonstrate an ability to explore the personal resources of families/carers in order to ensure patients are cared for in the place of their choice;
8. Support and coach carers at home in managing a relative whose condition is deteriorating;
9. Recognise the impact of caring for dying patients on primary health care team colleagues and offer support;
10. Demonstrate sensitivity and respect for patients and families from different religious and cultural background and sexual orientation;
11. Manage clinical technical nursing interventions such as setting up syringe driver, venepuncture ,female and male catheterisation in the community;
12. Manage alternative methods of nutrition and hydration in the community
13. Demonstrate safe mobilisation, transfer and movement of patients in the community and how and where to obtain appropriate equipment;
14. Manage the safe administration of medication in the community;
15. Recognise and manage palliative care emergencies;
16. Bring closure to the nurse-patient relationship and provide for a safe transition to another care provider;
17. Following the successful completion of the non-medical prescribing course and approval for practice, the RN may prescribe medications within agreed policies and procedures.
18. To be involved and support the Gold Standard Frame work with GPs
19. To be part of the on-call rota - divided across the CNS team.
20. Attend and present weekly MDT meetings

Communication

21. Manage complex communication issues with patients and families as a lone worker in the community;
22. Anticipate barriers to communication, and take action to improve the communication skills and strategies of the team;
23. Seeks out different styles and methods of communicating to assist longer term needs and aims;
24. Demonstrate advanced communication skills;
25. Write and maintain accurate notes/documentation and input computerised data, keeping all information up-to-date;
26. Demonstrate advanced presentation skills, both oral and written.
27. Structure an interview using appropriate questioning, avoid jargon, using familiar language, at patients own pace;
28. Communicate both verbally and in writing to patients whose first language may not be English in a manner that they understand, using interpreters appropriately;
29. Break bad news in steps appropriate to the understanding of the individual and be able to support distress;
30. Demonstrate an understanding of the need to involve patients and carers in decision making, offering them informed choices, respecting their views;
31. Manage dissatisfied patients/relatives, anticipating potential problems; • Demonstrate negotiation and diplomacy skills and partnership working with external agencies;
32. Communicate effectively in meetings with members of the wider multidisciplinary team particularly if involved with end of life care initiatives.
33. Demonstrate competent use of Electronic Patient Records or paper notes and group IT systems

Education and Training

34. Generate and use appropriate learning opportunities and apply own learning to the future development of practice;
35. Articulate and reflect palliative care skills, enabling others to learn;
36. Implement and evaluate planned teaching programmes;
37. Be competent in lecture and discussion-based teaching;
38. Mentor new staff and clinical placements
39. Utilise experiential learning methods;
40. Consistently draw on research and literature to influence specialist palliative care teaching;
41. Write articles for publication, deliver at conferences, and produce posters for presentation.
42. Obtain evidence-based literature from various sources;
43. Apply evidence to patient care;

Grief, Loss and Bereavement

44. Ensure plans are in place to manage complex situations relating to anticipatory grief or bereavement care;
45. Demonstrate skill in working with families facing loss;
46. Identify and manage risk factors for adverse outcomes of bereavement;
47. Liaise with external care giving agencies;
48. Effectively manage a single structured bereavement visit for all carers following a death;
49. Support and educate community staff in the issues surrounding tissue/ organ donation;
50. Liaise with religious organisations in the community.

51. Co-facilitate a bereavement evening

Management

- 52. Use networking and influencing skills to ensure the voice of the speciality is heard;
- 53. Chair meetings effectively;
- 54. Manage change effectively;
- 55. Prioritise time effectively;
- 56. Confidently join in debates in meetings of senior hospice staff;
- 57. Make relationships with external health professionals;
- 58. Work alone, prioritising work and flexibly responding to changing situations
- 59. Assess risk and minimise threat to personal safety;
- 60. Manage equipment resource responsibly;
- 61. Develop new initiatives and look for opportunities and challenges that will extend current skill level;
- 62. Process complaints and concerns according to policy to ensure learning
- 63. Together with the nurse manager take responsibility for building a cohesive multiprofessional team;
- 64. Work within the guidance policy for the protection of vulnerable adults
- 65. Assimilate monthly team brief and actively participate in the feedback process
- 66. Deputise for the nurse manager;
- 67. Mentor new team members

Quality (including audit and research)

- 68. Assist with the development of policies and procedures;
- 69. Participate in forums for discussion on research and audit programmes;
- 70. Ensure that audit results are presented at local and national forums as appropriate in order to Influence practice;
- 71. Lead and support quality initiatives in local area.
- 72. Participate in clinical governance initiatives e.g. clinical review
- 73. Engage in clinical supervision and self-evaluation and use this to improve care and practice;

Person Specification:

	ESSENTIAL	DESIRABLE
Education & Qualifications	<ul style="list-style-type: none"> • NMC registration • RN with proven experience of palliative care/oncology with relevant qualifications • Experience of working at Band 6 or above • ENB931 or equivalent Degree level in Palliative Care • Mentorship training or equivalent • A valid UK driving licence 	<ul style="list-style-type: none"> • Working towards Masters level • Experience of teaching • * Advanced assessment skills, or willingness to undertake • * Non-medical prescribing, or willingness to undertake
Experience	<ul style="list-style-type: none"> • Proven significant palliative care experience • Evidence of having worked in the community • Experience of delivering both formal and informal teaching • Experience of holding conversations around advance care planning and using end of life care tools in a community environment 	<ul style="list-style-type: none"> • Experience of change management • * Experience of working with multiple stakeholders • Evidence of working with small and large groups in an educational capacity • Experience of audit and research • Experience of using SystmOne database
Skills, knowledge and abilities	<ul style="list-style-type: none"> • Possess a sound knowledge of issues related to the provision of palliative care in the community • Demonstrate extensive knowledge and experience in symptom management for people with malignant and non-malignant disease • Possess a working knowledge of clinical governance and evidence-based practice • Possess an ability to analyse complex facts and situations and develop a range of options • Demonstrate a working knowledge of relevant statutory and voluntary agencies and organisational structure • Possess a working knowledge of Safeguarding vulnerable individuals • Possess Advanced Communication Skills training (or willingness to undertake) 	<ul style="list-style-type: none"> • Computer literate to be able to use Powerpoint/Excel • Facilitation skills • Ability to identify and interpret the relevance of national policy and/or best practice research to advise on policy and/or process changes
Aptitude and personal	<ul style="list-style-type: none"> • Be Autonomous, able to think laterally, problem solve and work both 	<ul style="list-style-type: none"> • * Demonstrate an ability

characteristics	<p>methodically and flexibly, working to tight and often changing timescales, and be able to cope with uncertainty and change when required</p> <ul style="list-style-type: none"> • Own and take responsibility for constructive feedback to improve patient care and/or team working • Possess an innovative approach and an ability to inspire • Demonstrate emotional resilience to manage excessive exposure to dying people and family/carer distress • Demonstrate a professional, calm and efficient manner with strong self-management skills • Possess negotiation and problem-solving skills • Demonstrate ability to work flexibly to meet the challenges and opportunities of working within the hospice environment • Demonstrate a commitment to anti-discriminatory practice and equal opportunities • Be able to demonstrate and uphold the hospice values • Demonstrate an ability to undertake and direct own learning/training needs 	<p>to remain professional and calm under pressure</p> <ul style="list-style-type: none"> • * Demonstrate solution focussed responses to challenging situations • * Possess a desire to professionally develop self and others
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***Note:** These skills are essential for Band 7 posts

Personal grief must be resolved sufficiently to perform and cope in palliative care setting.

Other duties

To undertake any other duty within your ability and within reason, as may be required from time to time, at the direction of your line manager.

Volunteer Assistance

The Hospice has the advantage of being supported by a number of volunteers. If a volunteer is assigned to assist you at any time, you will still retain responsibility for the requirements of this job in terms of accuracy, efficiency and standards of completion. You will also ensure good communication and be mindful of your responsibility towards that volunteer in terms of Health and Safety.

Confidentiality

You should be aware of the confidential nature of the Hospice environment and/or your role. Any matters of a confidential nature, relating to patients, carers, relatives, staff or volunteers must not be divulged to any unauthorised person. Ensuring patient confidentiality is maintained in accordance with the Caldicott principles and Data Protection Act.

Data protection

You should make yourself aware of the requirements of the Data Protection Act and follow local codes of practice to ensure appropriate action is taken to safeguard confidential information.

Health and safety

You are required to take reasonable care for your own health and safety and that of others who may be affected by your acts or omissions and you should ensure that statutory regulations, policies, codes of practice and safety and good house-keeping rules are adhered to, attending safety and fire lectures as required.

Safeguarding

All staff and volunteers are required to be aware of and adhere to St Barnabas Hospices' safeguarding policies and attend the appropriate training as and when necessary.

Job description

This Job Description is not intended to be restrictive and should be taken as the current representation of the broad nature of the duties involved in your job and needs to be flexible to cope with the changing needs of the job and the Hospice.