

SAINT FRANCIS HOSPICE

JOB DESCRIPTION



JOB TITLE	Advanced Nurse Practitioner
GRADE	8a
HOURS OF DUTY	37.5 hours per week. Details of starting and finishing times, which may vary in accordance with Hospice needs, will be notified by Director of Services and Medical Director. There will be times when you will be required to work outside of the normal office hours.
REPORTS TO	Head of Community Services, Director of Services
KEY RELATIONSHIPS	<p>Director of Services, Medical Director, Ward Manager, Head of Professional Practice and Education, Practice and Quality Improvement Lead, Clinical Nurse Specialists, patients and wider MDT teams, <i>volunteers, external organisations, GP and service users.</i></p> <ul style="list-style-type: none"> • Service users, those important to them & families and carers – providing advice assessment's meetings sharing information • Clinical and medical teams including multi professional team members • Community service teams including Hospice at Home and Community Palliative Care Team • Inpatient unit team symptom management • Family support services including pastoral care team • Communication team - patients sharing stories, updating comms • Estates team • People and Culture team • Quality Improvement and audit team • External- sharing information , signpost • Hospitals Discharge team + palliative care team • Primary care, District Nurses ,GP, Continuing health care • Learning Disability teams (hospital and community) • Social Care • Voluntary care providers • Transport services • Education Leads to explore develop education

RESPONSIBLE FOR	This role does not have line management responsibility, though will support line management tasks as required (e.g. supervision mentorship, development etc)
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JOB SUMMARY

- An expert practice function. The Nurse practitioner will deliver high quality care to patients, enable other practitioners to maintain professional expertise, exercising a high degree of personal autonomy within their role. They are also expected to spend at least half the time available in direct contact with clients, patients, or communities.
- Education, training and development function. Nurse practitioner will provide specialist training and education of others, establishing formal links with local education providers. They should also contribute to the development of qualified staff in their specialist fields.
- Professional leadership and consultancy function. Nurse Practitioner should be able to demonstrate leadership skills which will support and motivate others, in order to continuously improve quality of care and standards of practice providing a source of highly specialised expertise and knowledge for others in their specialist field.
- Practice, service development, research and evaluation. Nurse practitioner will contribute to development of professional practice, through the promotion of evidence-based practice, audit of standards of care. They will also conduct research and evaluation of practice within their specialist field.

MAIN DUTIES AND RESPONSIBILITIES

This is a key post within the specialist area and will have a clear role in defining, shaping and developing services across all services including community settings.

- The Nurse Practitioner job plan will include designated sessions for delivery of direct, higher level clinical care
- The Nurse Practitioner will promote clinical pathways across medical and nursing teams, practicing autonomously and at an advanced level.
- The post holder will provide system leadership, supporting Clinical Nurse specialists to realise their full potential as autonomous practitioners to ensure seamless delivery of care and high quality clinical outcomes.
- The post holder will act as an innovator, motivator, key change agent and role model in order to support and influence clinical pathway redesign within services including quality improvement, implementation of national initiatives, service reconfiguration and new digitally enabled models of care.
- The post holder will work closely with the Director of Services, Medical Director, Ward Manager, Head of Professional Practice and Education, Practice and Quality Improvement Lead, Clinical Nurse Specialists, patients and wider MDT teams to develop service responsiveness to the needs of service users and staff.
- The post holder will join our Research Interest and Audit Groups, contributing expertise and mentorship in these areas.

- The role blends a significant proportion of direct, higher level clinical care with education, research and management activities. The post holder will have an educational commitment to ensure clinical pathways and practices are enveloped in all staff training programmes.

Professional and Clinical Leadership

- Articulate and communicate a vision of nursing practice for the specialist area that can be developed beyond the current scope of practice and demonstrate a commitment to the development of such areas.
- Integrate assessment, diagnosis, plan of care treatment and discharge with the organisation's model.
- Use highly developed advanced communication skills, verbal, written and listening, to communicate information that may be sensitive and complex, Maintain confidentiality of records.
- Promote an understanding of the role and increase the awareness and scope of practice of the role.
- Provide professional leadership, strategic direction, expert advice and support to the clinical and medical teams.
- Develop the nurse led service in line with changing service and healthcare needs.
- Develop skills to provide leadership in clinical practice and to act as a role model of advanced nursing practice for all nursing staff and the multidisciplinary team.
- Contribute to the writing and development of distinct policies
- Demonstrate the ability to act as a mentor and preceptor in order to facilitate the education and professional development of all nursing grades and other healthcare professionals.
- Participate in facilitating learning and education (both undergraduate and post-graduate levels) and other health professionals in the clinical area. Teaching in clinical areas as well as presenting at conferences, seminars and workshops to enhance the advanced nursing role.
- Engage in a forum which evaluates quality and standards in clinical practice- develop the ability to lead in the promotion of clinical standards.
- Contribute to the service plan by producing an annual working report, outlining the level of current service provided, the achievements and challenges of the service and a future plan for the service.
- Contribute to the professional body of knowledge and practice nationally and internationally by developing writing, publishing and presentation skills.
- Recognise limitations in scope of practice and address theoretical and practice gaps through continuing education, consultation with colleagues and consultant.
- Work to achieve excellence through continuously improving the standard and quality and safety of nursing care.
- Help to lead quality and safety improvement, risk management and standard setting projects in conjunction with clinical governance.
- Ensure that effective safety procedures are in place to comply with Health & Safety Guidelines.

Research

- Identify research priorities specific to area of clinical practice and the scope of practice/caseload.

- Participate in and collaborate with the multidisciplinary team in undertaking research.
- Lead, conduct, disseminate and publish nursing research to shape and advance nursing practice, education and policy and the wider health agenda
- Promote an ethos so evidenced based practice through accessing and disseminating current specialty specific and profession specific publications.
- Initiate, participate in and evaluate audit of the client caseload and other relevant areas.
- Utilise the outcome of audit to improve service provision or initiate a change in practice.
- Initiate and foster links with third level education institutions and other organisations in relation to research.
- Contribute to service planning and budgetary processes through use of data and specialist knowledge
- Develop data collecting systems that will inform and evaluate the service provided.

Organigram:

Director of services

Head of community & commissioning lead

Advanced Nurse Practitioner

ADDITIONAL REQUIREMENTS OF POSTHOLDER

SENSITIVITY AND PROFESSIONALISM: As an employee of Saint Francis Hospice you will come into contact with patients, their families and members of the public who are at the end of life or recently bereaved. All employees are expected to respond to people recounting and expressing their emotions about such events with sensitivity and understanding, and to know enough about the services that the Hospice provides to be able to signpost people who may benefit from our services to the relevant contacts.

CONFIDENTIALITY: The post holder must maintain confidentiality, security and integrity of information relating to patients, staff and other hospice matter during the course of duty. Any breach of Confidentiality may become a disciplinary issue.

DATA PROTECTION: It is the responsibility of all staff to be aware of their obligations in respect of the Data Protection Act 2018.

EQUAL OPPORTUNITIES: The hospice is committed to the development of positive policies to promote equal opportunity in employment and has a clear commitment to equal opportunities. All employees have a responsibility to ensure that they understand the standards expected and that they promote and adhere to the equal opportunity measures adopted by the hospice.

HEALTH AND SAFETY: All staff must be familiar with section 2 of the Health & Safety Policy, Organisation of Health and Safety. This document sets out the responsibilities of all staff for health and safety, whether in a supervisory capacity or not. Policy section 3 (arrangements for Health and Safety) provides an overview of training for competence in Health and Safety matters.

HOSPICE IDENTITY BADGES: Hospice ID badges must be always worn whilst on duty.

SMOKING: The hospice acknowledges its responsibility to provide a safe, smoke free environment, for its employees, service users and visitors. Smoking is therefore not permitted at any point whilst on duty, in accordance with the guidelines set down within the Hospice No Smoking Policy.

REGISTRATION COMPLIANCE/CODE OF CONDUCT:

All employees who are required to register with a professional body to enable them to practice within their profession are required to comply with their code of conduct and requirements of their professional registration.

WORKING TIME REGULATIONS: The 'Working Time Regulations 1998' require that you should not work more than an average of 48 hours in each week. For example, in a 26 week period you should work no more than 1248 hours.

Please note that this job description is not definitive or restrictive in any way. It is a guide to the responsibilities of the role. It may be reviewed, in consultation with the post holder, in light of changing circumstances and the changing needs of the Hospice.

The post holder will be expected to perform any other such duties as might reasonably be required by the Director and will work in accordance with all Hospice Policies and Procedures. In an emergency, all staff may be required to work different hours or carry out different tasks to those set out in their contracts of employment. This will be done in consultation with individuals and taking into account any special circumstances that may exist.

PERSON SPECIFICATION

Advanced Nurse Practitioner

E = ESSENTIAL	D = DESIRABLE	
Demonstrating the Hospice Values – Supportive, Compassionate, Inclusive and Respectful, Professional, Always Learning		
Supportive - The ability to listen to and value peoples' experience and use them to give the personal support that is right for everyone.	E	
Compassionate - The ability to be kind and treat everyone we meet with care and compassion. The ability to be friendly and put people at the heart of our actions and words, supporting people's choices and decisions, helping them to feel safe, secure, and valued.	E	
Inclusive and Respectful - The ability to be open and transparent and value each person's individuality. To be able to show respect for everyone and value diversity. To be mindful that our different experiences and knowledge make us stronger and together we achieve more.	E	
Professional - The ability to do your best, in providing the appropriate care and expertise to those who need us and support us.	E	
Always Learning - The ability to be open and outward looking, always ready to adapt and change, looking for better ways of doing things, by learning from each other and from the ever-changing world around us.	E	
Qualifications & Training		
<ul style="list-style-type: none">Registered Nurse	E	
<ul style="list-style-type: none">Significant demonstrable experience of practice in palliative care at Band 7B or above	E	
<ul style="list-style-type: none">Teaching accreditation: ENB 997/ or equivalent.	E	
<ul style="list-style-type: none">Master's degree in relevant subject/significantly working towards	E	
<ul style="list-style-type: none">Accredited management training course.	E	
<ul style="list-style-type: none">Non-medical prescribing or significantly working towards	E	
Leadership		
<ul style="list-style-type: none">Ability to lead with honesty, integrity and care. Be able to develop, empower and delegate effectively to achieve change and generate a positive, inclusive, workplace. Be accountable for actions and bring creativity and innovation to	E	

<p>inspire and motivate others. Be active in the creation and delivery of the Hospice strategy for the benefit of recipients of care staff and our local community.</p> <ul style="list-style-type: none"> • Ability to demonstrate significant experience in nursing including responsibility for aspects of case management, managing a clinical area, leading elements of service provision and of supporting staff in the clinical environment. • Evidence of continuing professional development. • Evidence of innovative practice that involves research or audit • Evidence of research experience. • Demonstrable achievement in: <ul style="list-style-type: none"> • Changing clinical practice • Developing professional staff, Mentorship • Organisational change & understanding as to project management methodology • Leadership, Teaching <p>Professional and Clinical Leadership</p> <ul style="list-style-type: none"> • Articulate and communicate a vision of nursing practice for the specialist area that can be developed beyond the current scope of practice and demonstrate a commitment to the development of such areas. • Integrate assessment, diagnosis, plan of care treatment and discharge with the organisation's model. • Demonstrates highly developed advanced communication skills, verbal, written and listening. <p>Research</p> <ul style="list-style-type: none"> • Demonstrate experience of identifying research priorities specific to area of clinical practice and the scope of practice/caseload. 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	
<p>Skills/Abilities/Knowledge</p>		
<ul style="list-style-type: none"> • Highly developed advanced interpersonal and communication skills and able to communicate sensitive, highly complex and sometimes contentious information to patients, relatives or carers • Able to use a range of platforms to present information to others and with ability to present complex information to large groups of people. • Able to demonstrate a broad but in -depth knowledge of health policy in relation to Pall & EOL nursing practice • Able to challenge current practice in a learning focused way 	<p>E</p> <p>E</p> <p>E</p> <p>E</p>	
<p>Experience</p>		

❑ Able to co -ordinate the completion of a number of projects simultaneously	E	
❑ Ability to prioritise and meet deadlines.	E	
❑ Ability to compile, analyse and disseminate complex information.	E	
❑ Registered nurses working at this advanced level: <ul style="list-style-type: none"> • are accountable practitioners, working within the boundaries of their profession • are holistic practitioners, able to address nursing as well as medical needs - have the ability to 'see' the whole person, • provide health promotion advice, counselling, assessment, diagnosis, referral, treatment and discharge 	E	
❑ are innovative and highly skilled at assessing and managing risk	E	
❑ have the freedom and authority to act autonomously and independently accept the responsibility for decisions made and actions taken	E	
❑ are very experienced and highly educated Experts with a clear understanding and research focused practice model	E	
Other Requirements		