

Job Title: Senior Specialist Nurse/Midwife

Grade / Salary: Band 7

Reporting to:

Accountable to:

Contracted hours

Role summary

The post holder will be expected to provide detailed specialist knowledge and care to the patient and their carers. They will act as a source of specialist advice in the nursing management of patients in their specialist area who require a high level of judgement, discretion and decision making whilst as an in-patient/outpatient or in a setting external to the Trust. The post-holder will provide education and training to patients, carers, and healthcare professionals.

Clinical

- Assess, plan, prioritise, implement and evaluate nursing interventions to meet patient's needs.
- Undertake comprehensive health care needs of patients, changing treatment plan as necessary.
- Provide psychological support for individuals and carers, identifying and involving the appropriate multi-disciplinary services in order to ensure that the individual needs of the patient are met.
- Be responsible for assessing and recognising emergencies in their speciality. Able to interpret information and take appropriate action and lead others to do so.
- Advise and support patients to manage their symptoms, giving highly specialist advice as appropriate
- Provide specialist care , knowledge and expertise, whilst being continually aware of the importance of empowering colleagues to ensure dissemination of knowledge and best practice.
- Attend Consultant led Out Patient Clinics manage and report on cases (as appropriate to the role)
- Run nurse / midwife led clinics (as appropriate to the role)
- Provide highly specialist advice on the phone, liaising with general practitioners, district nurses and hospital medical teams as appropriate.
- To take a lead role in the organisation and management of multi-professional patient care
- Support the specialist service to patients attending the hospital
- Communicate with clinicians as necessary.
- Create and maintain effective communication with multidisciplinary team (MDT), patients and carers.
- To undertake and promote practice sensitive to the needs of patients and families from multi-cultural backgrounds.
- Contribute to and support the work of colleagues in the Multidisciplinary Team,.
- Have a working knowledge of the specific disease according to speciality
- Ensure all medication to be administered is in accordance with the Trust Medicines Management policy.

- Plan systems of nursing activity, which satisfy agreed standards at Local, Trust, Regional or National levels.
- Take a lead role in meetings at which broad professional and service issues are discussed
- Demonstrate the mandatory competencies of the Trust, attending all required mandatory updates.

Managerial

- Promote effective leadership at all times.
- Demonstrate supervisory skills for the area i.e. nursing and medical staff, other divisions within the Trust and Primary Care Trust.
- Utilise Trust's Policies, Procedures and Guidelines actively contributing to their development.
- Contribute to the effective planning and use of resources
- Manage effective multidisciplinary teamwork
- Monitoring of agreed standards of care and action planning
- Act as a change agent and recognise service needs taking a pro-active role in the development of the services
- Deal personally with patients, relatives or visitors who make a complaint in line with Trust policy.
- To be responsible for managing risk in your area of control in accordance with the Trust risk policies and arrangements.
- Take a lead in retention and recruitment of staff relevant to the area. (as appropriate to the role)
- Maintain appropriate records, adhering to NMC and Trust Guidelines on record keeping and that confidentiality of data is assured at all times according to the Data Protection Act.

Education, Research, Audit, and Clinical Governance

- Participate in existing research and approved clinical trials.
- Leads clinical audit.
- Establish and maintain a learning environment within the service of responsibility.
- Create an environment in which individuals take ownership for their professional development
- Provide and develop specialist teaching which will include practical and theoretical sessions to nursing, medical staff, other health professionals and primary care in own speciality and in collaboration with the multidisciplinary team
- Establish and maintain evidence based practice in the clinical environment ensuring processes are in place for the identification, collection, and evaluation of information to support clinical decision making
- Provide support to staff willing to undertake research and education in Individual projects
- Demonstrate responsibility for professional development using Personal Development plan and portfolio.
- Contribute to the development, writing, implementation, monitoring and evaluation of standards in effective patient care / integrated care pathways.
- Support multi-disciplinary clinical audit in the relevant area.
- Participate and undertake research and audit to enhance and demonstrate evidence based practice.

Professional

- Adhere to the Nursing & Midwifery Council (NMC) Code of Conduct and associated guidelines.
- Maintain confidentiality in all aspects of care and employment issues.

- Be actively involved in clinical supervision of nursing and midwifery staff
- Act as a role model at all times
- Maintain relevant professional registration
- Maintain appropriate records adhering to Trust & Nursing & Midwifery Council (NMC) guidelines on record keeping

Health & Safety

- All staff must take care of their own safety and others who may be affected by their actions or omissions.
- Adhere to Trust and Departmental Health and safety Policies and use any equipment or personal protective equipment provided to ensure safety.
- Co-operate with their managers to maintain safe systems and safe workplaces.
- Report any accidents/incidents or ill health, failings in premises equipment or personal protective equipment.
- Not interfere with any equipment provided to ensure Health and Safety.
- Not attempt to carry out tasks or repairs beyond their competence.
- Ensure a safe environment for patients and staff by adhering to the Health & Safety at Work Act 1974.
- Report clinical and non-clinical incidents through the Hospital reporting system.
- Adhere to Trust and Departmental Health & Safety policies and use any equipment and personal protective equipment provided to ensure safety.

Supplementary factors

Physical effort

- Ongoing requirement to exert moderate physical effort e.g. examining / manoeuvring patients, taking bloods, giving intravenous drugs.

Mental effort

- Assessing patients on a daily basis
- Frequent interruptions e.g. pagers, within clinics, other professionals requiring advice.

Emotional effort

- There is frequent need to deal with people with physical, social and psychological problems.
- Occasionally required to impart unwelcome, sensitive and distressing news to patients, relatives and or staff.
- Frequently dealing with a patient group who have a chronic disease

Working conditions

- Have to deal with bodily fluids e.g. taking blood, and other samples specific to the role
- Frequently required to walk around the hospital premises
- Respond to bleep and pagers
- Occasionally faced with verbal aggression and hostile behaviours

As a member of a clinical team your personal contribution to reducing healthcare associated infections (HCAIs) require you to be familiar with the Trust's Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps. You are required to attend induction training and mandatory training in Infection Prevention & Control every two years and be compliant.

All employees have a responsibility for safeguarding and promoting the welfare of children (and vulnerable adults). Further guidance can be sought from your Line Manager

All information relating to clients and staff gained through employment with UHSM is confidential.

Corporate Task Group

Senior Specialist Nurse Band 7 Job Description Version 4 updated Jan 18th 2010

The above indicates the main duties of the post, which may be reviewed in the light of experience and developments within the service. Any review will be undertaken in conjunction with the post holder.

Speciality Specific Job Competencies

List here any specific objectives and competencies that are unique to this role.

Job Specification

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	Essential	Desirable	Assessment
Qualifications	<ul style="list-style-type: none"> Registered nurse / midwife Relevant post qualification studies at Masters level or equivalent knowledge. Relevant study Post graduate diploma Teaching / assessor / mentor qualification 	<ul style="list-style-type: none"> A registered non medical prescriber ECDL 	Interview Application NMC check
Experience	<ul style="list-style-type: none"> Nurse - Minimum 3 years at Band 6 in the relevant setting to demonstrate in depth experience Midwife – Minimum 5 years at Band 6 Working autonomously. Participating in research and / or clinical audit. Evidence of leading an area of work. Ability to work and as part of a multidisciplinary / interdisciplinary team. Knowledge of national and local targets / NSF frameworks. Evidence of relevant CPD. Awareness of the Clinical Governance agenda 	<ul style="list-style-type: none"> Working with multidisciplinary students Experience of working within other relevant areas of health care. 	Interview Application References
Skills	<ul style="list-style-type: none"> High levels of judgement, discretion and decision making in clinical practice, care and programme management, clinical practice development and research. Analytical and judgemental skills Planning complex issues Problem solving Effective communication Ability to work independently Computer skills e.g. word processing / email / internet Report writing 	<ul style="list-style-type: none"> Presentation skills Literature searching 	Interview Application Presentation

Work related circumstances	<ul style="list-style-type: none"> • Flexible to meet needs of post • Ability to work under pressure • Ability to manage stress • Ability to work on multiple sites 		Interview Application Occupational Health References
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