

JOB DESCRIPTION
Ophthalmology Specialist Staff Nurse

U-MD-ACM-PAEP-NUR2

1. JOB IDENTIFICATION

Job Title:	Ophthalmology Specialist Staff Nurse.
Responsible to:	Senior Charge Nurse
Department(s):	Ophthalmology
Directorate:	Head and Neck
Operating Division:	LUHT
Job Reference:	238444
No of Job Holders:	12.17
Last Update:	August 2020

2. JOB PURPOSE

As part of a multidisciplinary team the post holder will have responsibility for assessment of care needs, the development of programmes of care and/or the implementation and evaluation of these programmes ensuring the delivery of high quality care to patients with visual impairments.

The post holder has responsibility and accountability for maintaining both clinical and staff governance. Lead and act as a specialist resource in Ophthalmology nursing assisting with promoting the service and increasing the awareness of ophthalmology in hospital and primary care settings to enhance standards of care.

The post holder has autonomous responsibility for assessing, consenting, treating and discharging outpatients within the ophthalmic sub-speciality nurse led clinics which include undertaking training for minor ocular surgery, nurse led clinics, FFAs and nurse prescribing in accordance with local policy and protocols.

The post holder has autonomous responsibility for agreed Nurse Practitioner skills in Ophthalmology, working within N.M.C., Divisional and local policies.

3. DIMENSIONS

The post holder's primary post will be within a clinical area within Ophthalmology.

The Ophthalmology Directorate has over 100 000 patients per year, delivering 120 highly specialised and sub speciality clinics per week.

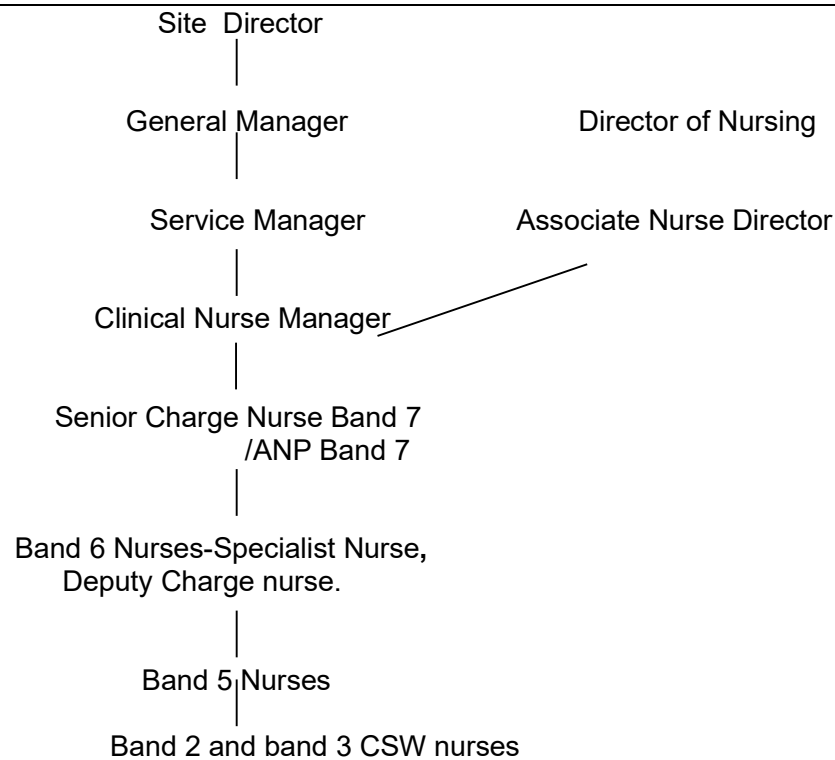
The postholder will assess and treat patients who attend the nurse-led clinics – around 80 referrals per week.

This is a rotational post, which will require the postholder to work in any of the inpatient or outpatient departments within the Ophthalmology Service, as part of professional development and to meet the needs of the service.

The post holder will have junior staff reporting to them (registered nurses/non-registered nurses and learners), who will also require supervision.

The post holder is not responsible for managing the budget but needs to be aware of the resources available and the need to remain within the financial envelope.

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

Ophthalmology

Provide specialist Ophthalmology service to Lothian and serve as a tertiary referral centre for the East of Scotland.

To provide a high quality, safe and supportive environment in order to care for patients with visual impairments, within inpatient/day surgery, outpatient/acute referral clinic/pre-operative assessment meeting the identified physical and psycho-social needs

6. KEY RESULT AREAS

Professional

Practice at all times within the Nursing and Midwifery Council Code of Professional Conduct
Develop the role by using evidence-based practice and continuously improve own knowledge.

Clinical

Responsible for the assessment of care needs and the development, implementation and evaluation of care plans for patients with visual impairments to ensure delivery of a high standard of care.
Undertaking training for minor ocular surgery, nurse led clinics, FFAs and nurse prescribing in accordance with local policy and protocols.

Work within and monitor standards of care within the defined policies, procedures, standards and

protocols of the Ward, Directorate and Division to ensure adherence to, and delivery of, a high quality service.

Maintain effective communications with patients, relatives and other members of the multidisciplinary team to ensure that appropriate information is shared and patient needs are met.

Organise own workload to ensure that the interests of patients/clients are met.

Participate in clinical audit and research as required.

Develop and maintain a sound knowledge base and practice relevant to the clinical setting.

Responsible for assessing, obtaining informed consent, and treating outpatients, referred to the Nurseled clinics, within departmental Nurse Practitioner protocols.

Conduct clinical evidence based practice in accordance with national SIGN Guidelines and clinical standards.

Managerial

Lead, supervise, support and assess junior staff/learners ensuring competencies are met whilst providing care to patients.

Sub departmental staff management.

Maintain departmental stock levels, through ordering of stores and pharmacy, ensuring the economic use of all resources.

Recognise importance of resolving complaints timeously and effectively at local level and escalate as appropriate.

Education

Undertake teaching of registered and non-registered nursing staff, including pre and post registration students, and participate in the implementation of staff personal development plans to facilitate ongoing development.

Demonstrate a commitment to personal continuing professional development, and actively participate in Performance Review/appraisal.

Lead motivate develop and support the nursing team, utilising mentorship, objective setting and appraisal, enabling education needs of nursing staff are met.

Contribute to the multidisciplinary specialist education and training programmes to promote a wider understanding of Ophthalmology in primary and secondary health care setting.

Teach advise and coach patients and carers with regard to the condition and treatment options

7a. EQUIPMENT AND MACHINERY

Post Holder is expected to have a knowledge and ability to use equipment in the area, however may not have daily clinical involvement.

Generic Specialised Very Specialised

Fridge Hoists - Maxi/Arjo

Cardiac Monitor,Pulse oximeter

Nursing Call System

Database /Computers

Infusion Devices – Alaris,bbraun, Intubation Equipment

Fire Equipment,Blood Pressure Machine Defibrillator

Pat Slides, Glucometer ,Electrocardiograph

Supreme 104 Water Boiler Suction Equipment

Walking Aids ,Zimmer, Gutta Nimbus Pressure Mattress Raised Toilet Seats .

Humidified Therapy, Respiratory Rate Monitoring

Oxygen Cylinders, Repose Boots

Slit lamp,Biometry/Keratometry

Trolleys Visual Field Analyser

Tonometry/applanation,tonopen.

X Ray boxes Corneal Topography

Wheelchairs
Corneal Cell Counter
Focimeter
Visual Acuity Equipment
Ishihara
Indirect/Direct
Retinoscopes
Pin hole
Schirrmers
Surgical Ophthalmic
instruments
ESR testing equipment
Eye irrigation Equipment
Bandage contact lenses

7b. SYSTEMS

Maintenance of patient records
Local patient administration system –inputting data
Human Resource Administration system – updating training record.
DATIX Intranet - reporting incidents
Apex Laboratory System – results of specimens
Internet and Intranet – work and personal use
Health roster
SSTS
Eess
Turas

8. ASSIGNMENT AND REVIEW OF WORK

The Post holders work is generated from the patient needs, the services within the division, legislation and performance indicators set by the Scottish Executive Health Department. The outcome of this will benefit the quality of the service to the patient.
The post holder will be responsible to the Charge Nurse who will provide clinical guidance and professional management, work review and formal appraisal of performance.
Workload will be assigned by the Charge Nurse or Deputy however the Staff Nurse will have responsibility for managing defined workload within professional guidelines

9. DECISIONS AND JUDGEMENT

The post holder is expected to make clinical and professional autonomous decisions on a daily basis.
Provide clinical and professional advice to the multidisciplinary team.
Analysis and assessment of patient condition to establish the continuing care plan.
Work within ones own limitations
Freedom to act is guided by clearly defined Divisional Policies, Protocols/Procedures and codes of conduct in accordance with NMC regulations, Clinical and staff governance framework.
Understanding the Child Protection policy and process, and acting appropriately

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Achieving a balance between the demands of direct patient care within existing resources in a complex dynamic clinical area.
Maintain up-to-date clinical skills and knowledge.
Motivate and empower junior staff.
Address the equality and diversity needs of patients and staff.
Continued development of own role within the service
Management of unexpected patient activity and demand.
Implementing change effectively in collaboration with the multidisciplinary team
Time management, continuous multi-skilling and prioritising

11. COMMUNICATIONS AND RELATIONSHIPS

Internal:

The post holder will be expected to communicate and liaise with the patient, their relatives and the multidisciplinary team involved in the provision of care.

Communicate with the Appropriate Doctor/Senior Nurse/Department Manager regarding patient condition, workload issues and personal development.

Communicate with other relevant departments which will include Estates, Supplies, Human Resources, Fire Officer, Infection Control, Education Departments, Health and Safety and Risk Management regarding issues in clinical area and personal development.

External:

Social Services regarding patient discharge.

Scottish Ambulance Service regarding patient transport.

Community Health Practitioners regarding patient care.

Optometrists

General Practitioners

District nurses

Care Homes

General Public

RCN

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical Skills / Demands:

Administer intravenous injections and or intra-muscular injections, sub-conjunctival injection. (daily)

Removal of sutures (daily)

Removal of Dacryocystorhinostomy tube (frequently)

12-lead ECGs. (daily)

Intravenous cannulae / venepuncture. (daily)

Intravenous additives. (daily)

Blood Glucose monitoring. (daily)

Basic life support. (daily)

Semi-automatic Defibrillator. (occasionally)

Advanced maintenance of patient's airway (ambu-bagging). (occasionally)

Tracheostomy care. (occasionally)

Visual acuity testing and assessment including Amsler grid. (constantly)

Slit lamp examination (constantly)

Focimetry/Keratometry/Biometry (constantly)

Visual field testing and assessment (frequently)
 Intra ocular pressure testing by applanation and Tonopen (constantly)
 Dry eye assessment and treatment and ongoing management (daily)
 Blepharites assessment and treatment and ongoing management (daily)
 Lacrimal sac washouts and punctual plugging (daily)
 Anterior eye examination, testing and assessment (constantly)
 Optic disc assessment using 78D/90D lens (constantly)
 Sub conjunctival injections/Botox injections (daily)
 Insertion and removal of contact lenses both bandage and normal (daily)
 Removal of corneal foreign bodies and rust rings from the cornea (daily)
 Periorbital, lid and eye bathing and hygiene education (daily)
 Prosthetic eye removal, cleaning and insertion (frequently)
 Corneal topography (frequently)
 Intra Vitreal Injection (daily)
 Dark adaptation testing (occasionally)
 Colour vision testing by Ishihara (daily)
 Epilation of Trichiasis (frequently)
 Eye Irrigation and management of corneal and conjunctival abrasions (frequently)
 Removal of sub-tarsal foreign bodies (frequently)
 Periorbital skin suture removal (frequently)
 Conjunctival swabbing for microbiology culture (daily)
 Management of lid cysts (daily)
 Management of subconjunctival haemorrhages
 Assessment and treatment of the acute red eye. (daily)
 Patient movement with use of mechanical aides, manoeuvre patients. (daily)
 Push trolley's, wheelchairs, beds (daily)
 Ophthalmic equipment (daily)
 Stand/walking for the majority of shift. (daily)
 Activities of daily living. (daily)
 Ergonomics. (daily)

Mental Demands:

Concentration and knowledge required for triage and assessment of patients over a dedicated telephone line only used by GP's and Optometrists. (constantly)
 Face to face triage of patients with eye problems and injuries. (constantly)
 Maintenance of precise and accurate records (constantly)
 Concentration required when checking documents/patient notes and calculating Drug dosages, whilst subject to frequent interruptions from patient/relatives/team members. (constantly)
 Concentration required when observing patient behaviours which may be unpredictable. (constantly)
 Time management. (constantly)
 Communication difficulties (multicultural, deaf, blind). (constantly)
 Developed leadership skills. (constantly)
 Developed responsibility skills. (constantly)
 Intense concentration during slit lamp examination (constantly)
 Accurate hand eye co-ordination for precision required for many ophthalmic clinical procedures using very delicate instruments (constantly)

Emotional Demands:	
Communicating with General Practitioner's and optometrists (daily) Communicating with distressed/anxious/worried patients/relatives. (daily) Communicating complex issues with the multidisciplinary team. (daily) Caring for the terminally ill. (occasionally) Caring for patients following receipt of bad news. (daily) Personal / interpersonal stressors. (daily) Spiritual. (daily)	
Working Conditions:	
Exposure to body fluids several times each shift. (constantly) Exposure to verbal aggression high frequency. (frequently) Temperature / air quality of working environment. constantly) Ergonomics. (constantly) Facial contact within 12 inches of patients, increasing the occurrence of respiratory tract infection (constantly) Exposure to potentially toxic substances eg drugs. (constantly)	
Exposure to body fluids, emptying bed pans/urinals, catheter bags ,blood (daily) Exposure to aggression (daily)	

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB
First Level Registered Nurse (adult), with 4 years post registration, or relevant experience demonstrating the appropriate competencies and skills for the job. Evidence of further education/Continuous Professional Development e.g. Advanced Practitioner Course/diploma or CPD module in speciality of Ophthalmology. Evidence of team working skills with ability to work using own initiative. Effective listening and interpersonal skills. Time management skills/ability to prioritise workload. The post holder will be required to demonstrate leadership skills. Evidence of effective problem solving skills. Expert clinical practice Ability to make clinical judgements and respond autonomously, including emergency situations Independent Prescribing

14. JOB DESCRIPTION AGREEMENT	
A separate job description will need to be signed off by each jobholder to whom the job description applies. Job Holder's Signature: Head of Department Signature:	Date: Date: