

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title:	Senior Advanced Neonatal Nurse Practitioner (ANNP)
Responsible to:	Consultant Paediatrician / Neonatologist Clinical Manager Chief Midwife
Department:	Neonatal Services
Directorate:	Women & Children's Services
Operating Division:	NHS Lothian
Job Reference:	038226
No of Job Holders:	
Last Update (insert date):	Reviewed November 2020

2. JOB PURPOSE

This role is distinct from nursing but arises from extended nursing practice. The role incorporates the traditionally medical role with a holistic approach to neonatal care providing advanced clinical skills to babies and supporting their families within the neonatal service.

To provide expert clinical care and management of the neonate and his/her family, making complex, autonomous decisions utilising advanced skills and knowledge.

In partnership with all members of the multi disciplinary team, to ensure the highest standard of personalised nursing care is delivered to patients and their families

To motivate staff to provide high standards of care by acting as a role model.

To provide expert professional and clinical care advice to parents/carers and multi-disciplinary team.

To participate in the provision of specialist education and training programmes for health care professionals and other professional groups.

The post holder will be able to work in a neonatal unit as an ANNP, covering the full range of duties and responsibilities expected of that role. He /she will manage a caseload equivalent to that of a middle grade doctor.

The ANNP role encompasses that of educator, expert clinician, consultant, auditor and researcher.

3. DIMENSIONS

Under the direction of a consultant paediatrician/ neonatologist, the post holder participates in the medical/ANNP rota undertaking duties of middle grade medical staff. The post holder is responsible for the care of neonates only and no other patient group.

The patient group consists of neonates requiring intensive, high dependency, special and normal care.

The ANNP has a highly developed specialist knowledge which is utilised to cross clinical boundaries between nursing and medical care and allows the post holder to take on the roles and responsibilities undertaken by middle grade medical staff within neonatal services. When working on the middle grade/ANNP rota, particularly during out of hours and weekends, the consultant support is not on site and the responsibility for any infant requiring resuscitation is that of the ANNP.

The post holder will rotate as a middle grade member of medical staff between the 10 cot Special Care Baby Unit (SCBU) at St Johns and the 39 cot Neonatal Intensive Care Unit (NNU) within the Simpson Centre of Reproductive Health. The post holder will undertake all aspects of neonatal care from resuscitation and intensive care to postnatal baby checks. The post holder shares the clinical responsibility for the care of all babies within the maternity unit with other medical staff/ANNPs, participating in the rota for middle grade medical cover and ensuring 24-hour availability of staff.

The senior ANNP also participates in the review of babies attending the jaundice and weight loss clinic as out patients. The ANNP will supervise junior medical / ANNP staff.

The senior ANNP carries the arrest bleep for senior response to neonatal/newborn resuscitation situations and other newborn problems within the labour ward, post natal wards, the SCBU/ NNU and Accident & Emergency (for neonates only).

As an Advanced Neonatal Nurse Practitioner the post holder has responsibility for the assessment of care needs and the delivery of optimal care to neonates and their parents/ carers. This involves utilising higher levels of judgement, problem solving and decision making.

The post holder will have specialist knowledge of neonates across a range of clinical issues underpinned by the theory and practice acquired through an Advanced Neonatal Nurse Practitioner education programme.

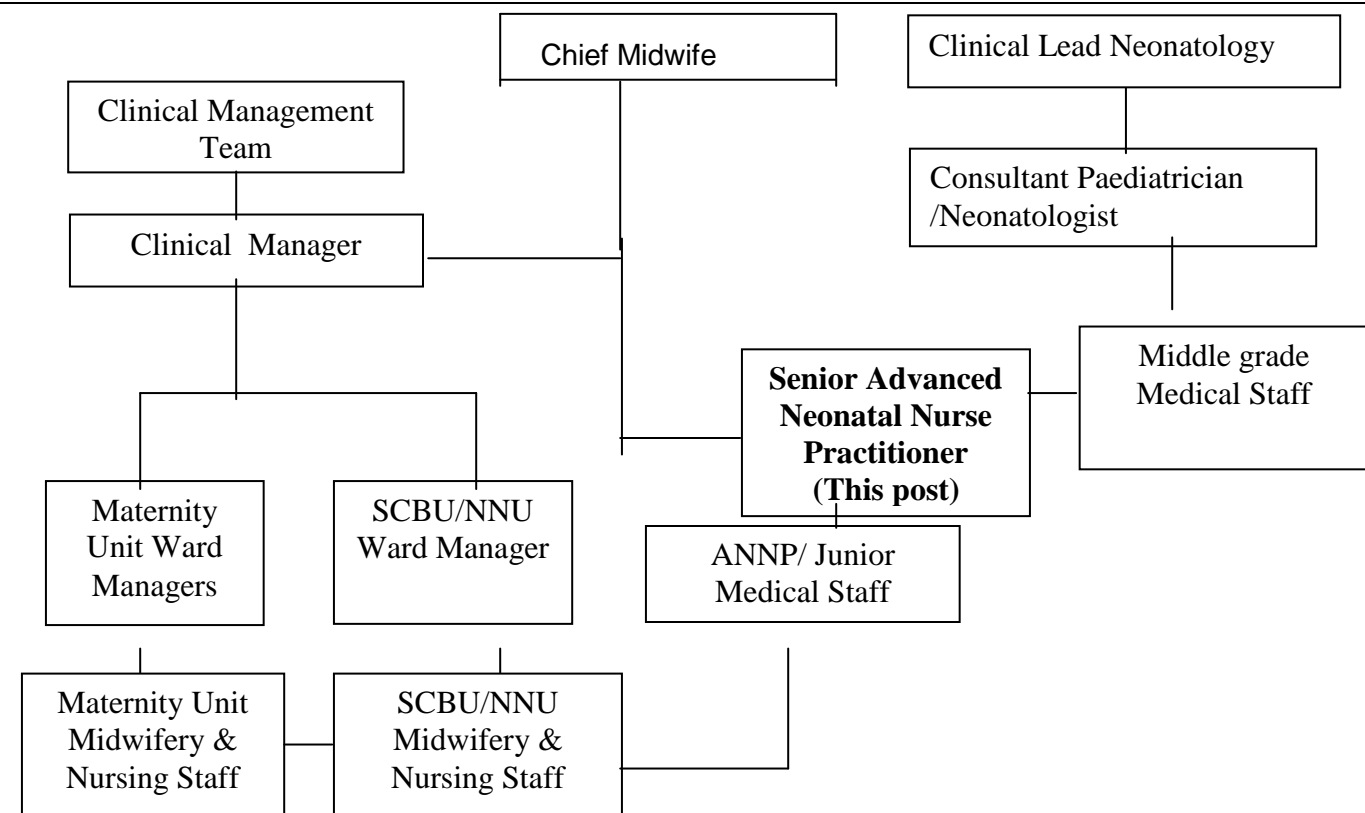
The post holder acts as a resource to other nursing, midwifery and medical staff and co-ordinates neonatal care.

The post holder is not responsible for overall management of the budget but needs to be aware of the available financial resources, resource implications of clinical practice and the need to work within the financial envelope.

Key staff that the post holder will interact with include: Medical, Therapists, Procurement, Support Services, Education Facilitators, Health and Safety, Risk Management, Community Health Practitioners and University Institutions.

The post holder will work as an autonomous practitioner, accountable for the direct management of care and appropriate utilisation of neonatal resources.

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

NHS Lothian has approximately 10,000 births per year of which between 10-12% are admitted to a neonatal unit (NNU). The Simpson Centre for Reproductive Health (SCRH) at the Royal Infirmary of Edinburgh (RIE) has around 7000 births per year. Approximately 800 babies are admitted to the Neonatal Unit annually. There are 39 cots in the Neonatal Unit designated as 9 intensive care, 8 high dependency and 22 special care. The maternity unit at St John's Hospital (SJH), Livingston has approximately 3000 births per year. Approximately 300 babies are admitted to the Special Care Baby Unit (SCBU) annually. There are 10 cots in SCBU, 2 designated as high dependency and 8 as special care, however the Unit also provides facilities for short term stabilisation of babies requiring intensive care prior to transfer.

Neonatal Services provide individualised, family centred care for the premature and/or sick newborn and their families. The Neonatal Unit at the RIE provides intensive, high dependency and special care, serving the City of Edinburgh and the districts of East Lothian and Midlothian as well tertiary services for South East Scotland. Care is delivered in both hospital and community settings with a dedicated community team providing support for infants at home. The Special Care Baby Unit at SJH serves the district of West Lothian and provides high dependency and special care as well as short term intensive care prior to patient transfer.

In addition to clinical activity the unit is a major international centre for under/ post-graduate teaching/training and research in the field of Neonatology. Academic and NHS Research & Development activity is viewed as an essential component of its strategic objectives. Working in conjunction with academic partners, research charities/organisations and clinical specialties, the unit is proactive in initiating, and developing research.

6. KEY RESULT AREAS

Professional

Practice at all times as an ANNP /ANP within the statutes and guidelines of the Nursing and Midwifery Council Code

Develop the role by using evidence-based practice and continuously improve own knowledge

Conduct evidence based practice in accordance with clinical guidelines and standards.

Act as an exemplary professional role model for neonatal nursing services.

Ensure that documentation is clear, concise, contemporaneous and chronological, complying with NMC standards of records and record keeping.

The ANNP is an accountable and responsible professional, managing self, his/her own practice and that of others within an ethical and legal framework that ensures the primacy of the interests of neonate and their families.

Leadership and Management

Lead both junior medical staff and junior ANNPs within the neonatal unit, ensuring that patient needs are assessed, care planned, implemented and evaluated, and that there is consultation and involvement of parents/ carers.

As a senior practitioner give advice and support to ANNP colleagues, drawing on highly specialised knowledge and clinical expertise to ensure that care delivered to the patient and the family is appropriate, optimal and evidence based.

On a shift basis within neonatal services ensure that patient needs are assessed, care planned, implemented and evaluated, ensuring parent consultation throughout.

Foster team working across professional and organisational boundaries in the development of the service.

Identify opportunities throughout the division, where the clinical service may be enhanced and initiate appropriate change mechanisms.

Provide ANNP staff support through mentorship, preceptorship, appraisal and clinical supervision.

In partnership with the multidisciplinary team, develop, implement and maintain policies, procedures, standards and protocols of the neonatal service. Ensure adherence to these in order to deliver the highest possible level of patient care within available resources.

As part of the senior clinical team, ensure that midwifery/nursing staff and all members of the multidisciplinary team are aware of, and work within, local, directorate and division policies and procedures to ensure that safe working practices are maintained for both patients and staff.

Give advice and support to ANNP colleagues and junior medical staff, as well as acting as a resource to senior nursing/ midwifery staff in the management of the sick neonate.

As an advanced practitioner, support both the nursing/midwifery team and junior medical/ ANNP team to ensure that appropriate clinical skills and competencies are developed and used effectively to meet the needs of babies and their families.

Share responsibility for clinical and staff governance with ANNP colleagues, the ward managers and other medical colleagues.

Report complaints, incidents and accidents via the appropriately identified channels. Assist senior managers in their investigation and resolution ensuring action plans are appropriately implemented.

Participate in internal and external committees relating to neonatal services in order to contribute to the development of future service provision.

Advise and support junior medical/ ANNP staff in time management and management of workload.

Participate in performance review of junior ANNP and junior medical staff. Recognise staff performance issues and respond accordingly, where appropriate, counsel staff regarding performance.

Participate in the recruitment and induction of junior ANNP staff.

Lead and act as a specialist resource in neonatal nursing by promoting the service, providing advice to colleagues as well as increasing the awareness of abnormalities and illnesses specific to the neonatal population in both hospital and primary care settings to enhance standards of care.

Quality, Research & Audit

Promote and develop clinical audit programmes to support own and the neonatal team's best practice which is research and evidence based, optimising care

Critically evaluate current practice and research findings, implementing change when appropriate
Evaluate newly generated research findings and adapt them for practice using advanced knowledge and skills and disseminate findings internally to influence best practice.

Contribute to the work of the Neonatal Care Collaborative to ensure the quality and safety of patient care is reviewed, assessed, implemented and monitored to maintain standards of care given to patients and their families.

Participate in the systematic review of all unit guidelines and protocols for practice.

Support research programmes within the clinical area and disseminate findings of relevance within the ward setting.

Provide comprehensive statistics to inform the audit process associated with the service.

In partnership with the other neonatal service team members, facilitate and participate in neonatal related research, audit and statistical data collection.

Monitor the effectiveness of the ANNP service to ensure the delivery of the highest standard of patient care. Encourage and facilitate research by the multi-disciplinary team.

Clinical

As part of the middle grade medical rota, the ANNP has responsibility for medical management of infants within the Special Care Baby Unit, Neonatal Intensive Care Unit, Labour Ward, Post Natal Ward and those newborns attending Accident & Emergency. The ANNP, will review neonates attending the jaundice and weight loss clinic out patients.

As an Advanced Neonatal Nurse Practitioner the post holder acts as lead clinician and is skilled at requesting, assessing and interpreting patient information. Be able to assess the health status of a neonate through complete physical examination, incorporating: requesting X-rays, ultrasound scans and laboratory investigations. Interpret and act upon laboratory and imaging findings. Implement appropriate treatment based on these findings including ventilation initiation and management with interpretation of blood gas analysis.

In partnership with the multidisciplinary team, responsible for managing the process of care for neonates throughout their pathway from admission to discharge.

Utilise advanced knowledge and highly specialist clinical skills to assess, plan, implement and evaluate programmes of care in order to deliver the highest possible standard of care to babies and their families within the confines of available resources.

Lead and act as a specialist resource in neonatal nursing by promoting the service and increasing the awareness of abnormalities and illnesses specific to the neonatal population in both hospital and primary care settings to enhance standards of care.

Attend high risk/emergency deliveries as senior ANNP; initiating and leading basic and advanced resuscitation procedures

Act as a role model for staff, giving clinical guidance, advice and support.

Develop highly specialist programmes for care/care packages for patients within the neonatal service.

Critically evaluate current practice, developing innovative ideas to improve effectiveness and efficiency of care.

Prescribe and administer medications, immunisations & intravenous fluids as an Independent Non-Medical Prescriber

Develop and maintain own clinical skills whilst promoting an environment, which fosters the development of advanced nursing practice, demonstrating advanced capacity for problem solving and critical decision making while working collaboratively within the multidisciplinary team.

Make clinical decisions at the highest level within the NMC Code.

Education

In partnership with other Advanced Neonatal Nurse Practitioners and senior clinical staff, contribute to the formulation of the ongoing educational agenda for the year. Participating in the development and delivery of specific educational programmes for the ongoing professional development of neonatal nurses/midwives.

Participate in the on-going personal development and professional education of all members of the junior ANNP/ junior medical staff and neonatal midwifery/nursing team enabling education needs of all staff to be met. The post holder should foster an environment conducive to enquiry, education and support, which is responsive to service and clinical developments. Participate in the provision of study days and in-service education programmes for staff within the Maternity Unit.

Participate in the development and the delivery of specialist neonatal education programmes within a core curriculum for institutes of higher education. Contributing to the provision of specialist education and training programmes for other health care professionals within neonatal care throughout Scotland.

Act as a resource of highly developed specialised knowledge and clinical excellence to ensure care delivered to the patient/client and the family is appropriate, optimum, patient focussed and evidence based. Demonstrate skills at the level of expert practitioner, acting as a resource, educator and mentor for health professionals both within and out-with the region.

Teach, advise and coach parents and carers with regard to their baby's condition and treatment options including newborn resuscitation training if appropriate.

Participate in the induction teaching programme for middle grade as well as junior medical staff/ junior ANNP.

Contribute to the orientation of middle grade and junior medical staff/ junior ANNP.

Act as a role model and mentor to ANNP students, proposing and implementing innovative changes to practice.

Participate in the development and the delivery of specialist education programmes within a core curriculum for institutes of higher education at degree, honours and masters level.

7a. EQUIPMENT AND MACHINERY

The postholder is expected to be responsible and knowledgeable in the safe use of all clinical and non clinical equipment used within the area ensuring this is checked and maintained and where problems are identified, these are resolved so that all equipment is fit for purpose.

Note: New equipment may be introduced as the organisation and technology develops, however training will be provided.

7b. SYSTEMS

Maintenance of patient records – paper & electronic

Local Patient Administration System and telemedicine

Input data on computerised cot monitoring system

Input patient data generating admissions and discharge summaries from patient data base

Maintain patient details and records of clinical management for those babies attending the daily Jaundice & Weight Loss Clinic

DATIX Intranet

Apex laboratory System-specimen Results.

Internet and Intranet.

8. ASSIGNMENT AND REVIEW OF WORK

The post holder's work is generated from the patients' and staff's needs, the services within the division, legislation and performance indicators set by the Scottish Executive Health Department.

The neonatal unit is a tertiary referral centre providing neonatal intensive care facilities for South east Scotland. Work is generated from within the Simpson Centre for Reproductive Health, St John's Hospital, Livingston, the Borders General Hospital and other centres out with the region when no intensive care cot is available locally. At St Johns work is generated from within the maternity unit, from the neonatal unit within Simpson Centre for Reproductive Health and other centres out with the region when extra capacity for special care babies is required.

The post is largely clinically based requiring self-direction and discretion in response to the clinical needs of the babies and their families as well as the educational needs of the staff. The post holder has autonomy in prioritising workload.

The post-holder will participate in informal case presentations and be open to peer review of their practice by other members of the multidisciplinary team.

The post holder will have a professional personal development plan to be reviewed by the consultant ANNP and a consultant paediatrician/ neonatologist In addition 360 deg appraisal will be undertaken.

9. DECISIONS AND JUDGEMENTS

The post holder is expected to:

Is expected to plan and organise a number of activities related to providing neonatal care which include making highly complex clinical and professional, autonomous decisions on a daily basis regarding the nursing and medical management of neonates. This will also include the provision of expert advice to the multidisciplinary team. Demonstrating skill when analysing or interpreting patient situations and be aware of options and implications when initiating treatment.

Justify clinical decision making with regard to patient's health care, through stringent monitoring of a patient's condition and acting on clinical judgement. The post holder is accountable and responsible for advanced clinical decision making in situations where there may be conflicting views

Recognise when supervision is required and seek senior advice appropriately.

Act as patient's advocate to ensure their rights are upheld.

Freedom to act and make clinical decisions is guided by precedent and clearly defined divisional policies, protocols/procedures and codes of conduct in accordance with NMC regulations, Clinical and Staff Governance Framework and the EU Clinical Trials Directive.

The post holder is expected to have knowledge of all guidelines regarding Child Protection/Domestic Abuse and referral pathways.

Think and act decisively in time sensitive situations. During resuscitation the post-holder must be able to anticipate and resolve immediate clinical problems independently, responding as clinical lead to an emergency situation, initiating appropriate treatment including the prescribing and administration of drugs.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

To function in the role of Advanced Neonatal Nurse Practitioner, which encompasses working as a middle grade medical practitioner, advanced nurse and educator and having the responsibility of lead clinician.

To fulfil the role of clinical expert with highly developed specialist knowledge and to act as a resource to colleagues, motivating and inspiring staff.

To provide the highest standards of care whilst addressing the equality and diversity needs of the families.

To implement change effectively in a multidisciplinary environment.

Time Management

To respond to unexpected patient activity and demand, reorientating from a routine duty to that of an emerging crisis.

Balancing the varied aspects of this hybrid post, including supervision of junior medical staff

11. COMMUNICATIONS AND RELATIONSHIPS

Communicate highly sensitive, complex condition related information to families in the newborn period.

Establish good working relationships with colleagues, parents and their families, and the general public.

Supervise medical shift handover, ensuring relevant details are given to the team

Present and receive complex case histories and summary of management of care on ward rounds

Communicate with the parents, relatives and carers on the delivery of patient care.

Liaise with the multidisciplinary team on service needs and requirements.

In consultation with staff, discuss personal performance development and appraisal matters in a constructive manner.

Maintain an awareness of current division issues and impart information to colleagues

Liaise with the multi-disciplinary team to ensure optimum care is given

Liaise with other health care professionals and disciplines from within and out with the organisation to support quality patient care

Other relevant lines of communication will encompass the following internal and external groups to ensure the gathering and dissemination of information as appropriate. This list is neither exclusive nor exhaustive.

Internal Communication

Director of Nursing

Clinical Management Team

Chief Nurse/Midwife

Clinical Manager

Consultant ANNP

Clinical Lead – Neonatology

Multi Disciplinary Leads

Other Clinical Specialists re specialist review – e.g. surgeons, ophthalmologists, cardiologists

Practice Education Facilitators

Infant Feeding Advisor

Pharmacy

Laboratories

Procurement

Support Services

Human Resources

Health and Safety

Risk Management

Radiology

Pathology

IT

R & D Department

External Communication

Other Neonatal/Paediatric Units throughout the United Kingdom
Develop professional links locally and nationally.
Specialist Support Groups
Voluntary Agencies
Scottish Ambulance Service
Community Health Practitioners
Social Work with particular reference to Child Protection issues
Parents/Carers
General Public
Educational institutes and staff organisations

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

These lists are not exhaustive.

Physical Skills:

As the patients are small and vary from 4.5kg to 500 grammes, the following procedures require manual dexterity, accuracy and the utilisation of highly developed physical skills.

Examination of the newborn
Advanced maintenance of neonate's airway (resuscitation & intubation)
Ventilation management
Intra-muscular injections
Administer intravenous injections utilising syringe pumps and infusions.
Intravenous additives.
Intravenous cannulation / venepuncture.
Insertion of longlines, umbilical venous and arterial lines.
Radial arterial line insertion.
Blood cultures
Lumbar Punctures
Supra pubic bladder aspirations
Insertion of urinary catheters.
Removal of sutures.
Placement of gastric and jejunal tubes.
Blood Glucose monitoring.
Arterial Blood gas monitoring
Neonatal advanced life support.
Tracheotomy care.
Stoma care

Adult Care

Basic adult resuscitation & use of semi-automatic defibrillator

Physical Demands:

This post involves frequent episodes of moderate physical effort including;
Push incubators, cots, trolleys, and wheelchairs.
Stand/walking for the majority of shift.
Running to respond to emergency situations
Working at a keyboard

Mental demands of the job:

Concentration required due to the nature of the ANNP role.
Complex clinical decision making.
Frequent direct and indirect interruptions from parents, relatives and the multidisciplinary team
Prescribing and administering intravenous therapies and medications. There are no standard doses as each is calculated on individual patient weight therefore there is more potential for error.
Need for a high degree of concentration for periods of time when undertaking intricate clinical procedures or supervising others to do these procedures
Recognising and responding to ethical issues due to the nature of the post
Working for a prolonged time concentrating on an acutely ill infant
Time management.
Dealing with unpredictable workload.
Challenging inappropriate/poor clinical practice.
Maintenance of precise and accurate records.
Service changes.
Organisational changes.
Political agendas.

Emotional demands of the job

Communicating with/supporting distressed/anxious/worried, bereaved parents/relatives and staff.
Discussing complex clinical issues with the multidisciplinary team and parents.
Imparting bad news to parents and families
Caring for and supporting parents and their families following receipt of bad news
Caring for the terminally ill baby
Caring for babies with complex problems
Dealing with Child Protection issues
Dealing with parents/carers/relatives with severely challenging behaviour

Environmental and working conditions:

Exposure to body fluids each shift.
Temperature of working environment.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- First level registered nurse (child/adult) /midwife, currently practicing in neonatal care and able to demonstrate the appropriate competencies and skills for the job.
- Advanced Practice qualification (neonatal) at PgDip level
- Educated to Masters Level
- Evidence of further education including post-graduate certification/diploma/Continuous Professional Development in neonatal care
- Effective communication skills including listening and interpersonal skills.
- Time management skills/ability to prioritise workload.
- The post holder will be required to demonstrate excellent team working skills with ability to work using own initiative.
- Effective leadership and management skills
- Experience in clinical teaching
- Evidence of effective problem solving skills.
- IT Skills.
- Expert clinical practice
- Holds Newborn Life Support Certificate
- Research experience including working knowledge of ICH Good Clinical Practice Guidelines, European Union, Clinical Trials Directive and Research Governance Framework is desirable.

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:

Date:

Head of Department Signature:

Date: