

## 1. JOB IDENTIFICATION

Job Title: Senior Clinical Nurse Specialist (Band 7) – Dermatology

Responsible to: Clinical Nurse Manager

Department(s): Dermatology

Directorate: Outpatients and Associated Services

Operating Division: Acute

Job Reference: 056855

No of Job Holders: 1

Last Update:

## 2. JOB PURPOSE

To undertake the role of Senior Clinical Nurse Specialist by independently managing the care of patients with a confirmed diagnosis utilising high levels of specialist clinical assessment, decision making and clinical judgement to formulate appropriate treatment plan within the speciality. This post holder will provide specialist advice and support for patients, clients and relatives through the care pathway from diagnosis, through complex treatment to discharge or death.

Responsible for leading and developing the nurse-led service within the speciality to improve practice and work collaboratively across healthcare boundaries, implementing and evaluating evidence based standards, guidelines and policies.

Provide specialist education and training programmes for healthcare professionals and other professional groups.

To implement and undertake audit and/or research activities ensuring evidence-based practice in the specialist area.

## 3. DIMENSIONS

This is a key role for the success of clinical case management of more complex cases within area of responsibility.

**Clinical /Management responsibilities**

Works independently with a wide group of patients with a confirmed diagnosis which includes Chronic disease management ,drug monitoring, skin cancer screening ,follow up clinics

Works in complex clinical situations requiring liaison and initiative

Frequently acts as an independent prescriber

### **Leadership and Management**

Demonstrates significant clinical leadership through innovation

Ability to undertake small change management projects

Acts as a role model

Clinical supervisor for junior staff/peers

### **Education/Research/Audit**

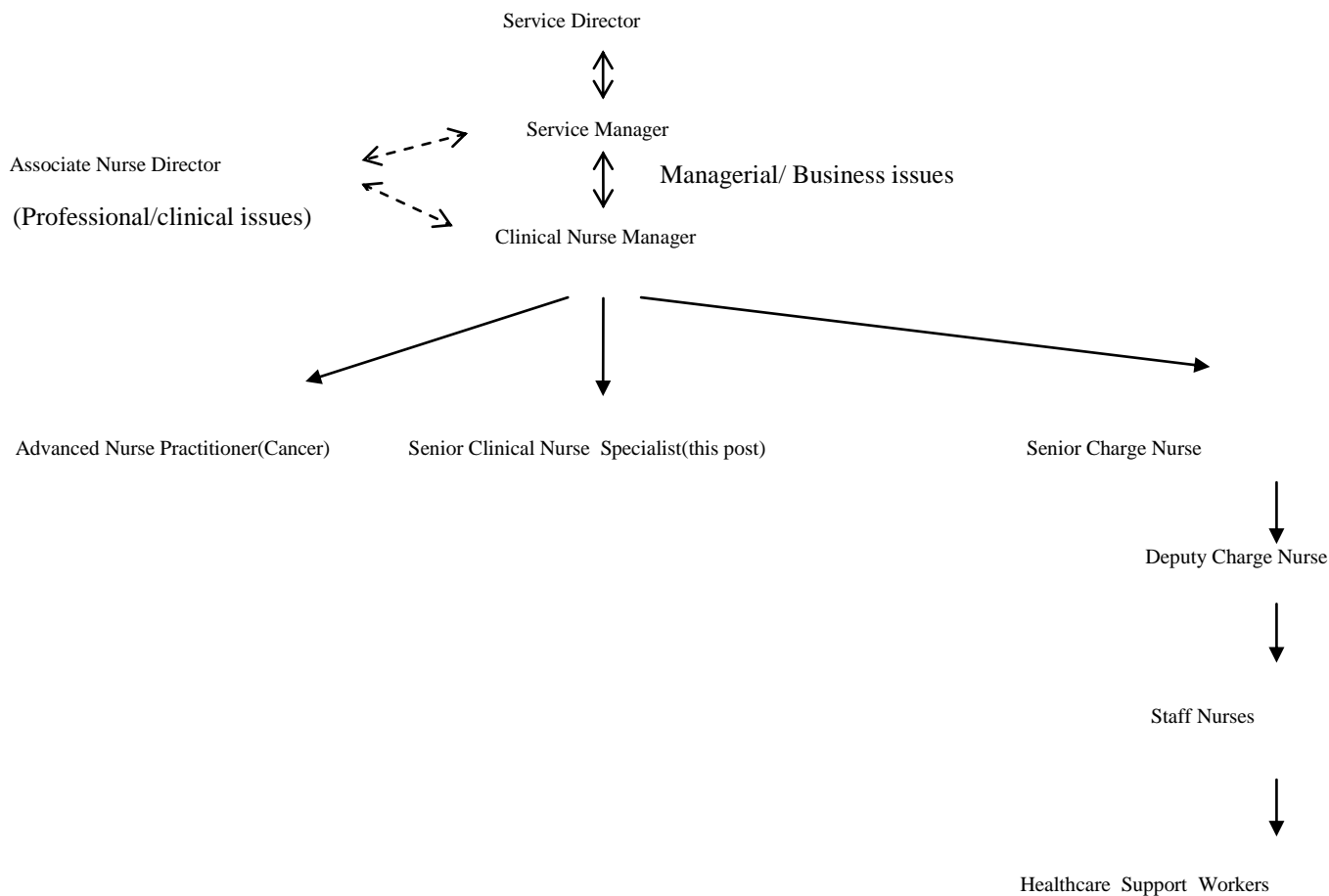
Wide knowledge of research literature with the ability to critically appraise and utilise in practice

Ability to initiate and lead local clinical audits

Ability to collect data and interpret

The post holder is employed within NHS Lothian and there may be a requirement to work flexibly across Lothian to meet service demands

#### 4. ORGANISATIONAL POSITION



Key:  
 ----- represents professional accountability only

#### 5. ROLE OF DEPARTMENT

To provide a high quality, safe and supportive environment in order to care for patients within a specialist outpatient department meeting the patient's needs. Ensuring the highest standard of patient care and management.

Provides in principal a service to Lothian and has regular patient referrals for the South East of Scotland and at times the whole of Scotland

The Directorate of Outpatients and Associated Services sits within the Acute Services within NHS Lothian. This Directorate is responsible for:-

- The management of all external healthcare provision to ensure that adequate resources are available to meet waiting times legislation and benchmark services ensuring they provide value for money, (Circa £8-10M per annum)
- The operational management of Outpatient Services across NHS Lothian to effect the implementation of standardised, efficient and patient-centred pathways and processes. Ensure compliance with all governance standards Delivering effective and efficient clinical services ( in excess of 1 Million patient attendances per annum)
- Leadership of implementation of the Modern Outpatient Strategy and the modernisation of outpatient services to reflect changes in roles and priorities across primary and secondary care.
- The management of acute Diabetic and Endocrinology and Dermatology services across Lothian, ensuring the service is patient centred and responsive to the needs of these long term conditions patient groups.( £13.4M budget)
- The redesign of outpatient services across NHS Lothian, standardising processes to optimise capacity and exploring and implementing new ways of working to optimise the experience for the patient. (the redesign of models of care affecting 68,000 patient attendances )
- The management and further development of the Lothian Flow Centre for all acute services in NHS Lothian, which supports the incoming and discharging flow of patients in real time across all sites (125,000 calls per annum and 101,000 patient/general transport journeys)

## **6. KEY RESULT AREAS**

### **Clinical**

1. Responsible for the development, implementation and evaluation of highly specialised programmes of care for patients and their families which may include independent review clinics.
2. Responsible for managing the care pathway of patients with a specialty diagnosis by utilising high levels of clinical assessment, decision making, review and clinical judgement to formulate appropriate differential diagnoses and management in partnership with patients, families and multi disciplinary team.
3. May initiate medication prescribing, administration and management in line with Patient Group Directive's or Prescribing as required for specialist area and in line with prescribing competence.
4. Lead and act as a specialist nursing resource by promoting the service and increasing the awareness of the speciality disease and treatments, in hospital and at the interface with primary care services, to enhance standards of care.
5. Provide education for patients and carers at diagnosis and throughout their care journey including condition and treatment options and advice on health life style activities.
6. Establish and direct monitoring of standards of care given to patients and their families within the defined policies, procedures and protocols of the service, ward, Directorate and NHS Lothian to ensure adherence to, and delivery of, a high quality service.

7. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviours and attitudes.

### **Leadership and Management**

8. Lead and manage the provision of nurse-led services to ensure that patients are holistically assessed, care/treatment planned, implemented and evaluated, with appropriate consultation and involvement of patients/carers.
9. Direct specific initiatives within the multidisciplinary team to assure and improve the quality of care, including the development, implementation and maintenance of policies, procedures, standards and protocols of the service throughout NHS Lothian. In some instances this may also be at a National level if required i.e. a follow-up surveillance protocol etc.
10. Ensure that all nursing staff and members of the multidisciplinary team are aware of, and work within NHS Lothian policies and procedures to ensure that safe working practices are maintained for both patients and staff.
11. As required, lead and operationally manage the team e.g. workload allocation, this may also involve formal staff management responsibility depending on service area. Additionally, contribute to business continuity, workforce planning and skills profiling to ensure the targeting of resources to meet the needs of the team, individuals and families.
12. Act timeously in resolving complaints effectively through investigating and responding at local level and escalate as appropriate.
13. Responsible for clinical and staff governance within area of responsibility, including leading appraisal process, revalidation and Personal Development Plan Review in line with the Knowledge and Skills Framework, provision of support on performance management issues for area of responsibility and providing and participating in clinical and peer supervision.

### **Research**

14. To act as the patients advocate to ensure their rights are upheld, when identifying, screening and recruiting subjects into clinical research studies.
15. Provide comprehensive statistics from data both local and/or national in order to inform specialist service and practice change and improvement.
16. Promote and develop research and lead clinical audit programmes to support best practice and develop guidelines and protocols which is research and evidence based and leads to continuous improvements in care and ensures effective and person centred care.
17. Support the development of policies, protocols, and guidelines by contributing to key clinical research projects for the specialty service disseminating findings locally, nationally and internationally to influence best practice.

### **Education**

18. In an advisory and teaching capacity demonstrate highly specialised clinical knowledge skills and understanding of speciality in relation to clinical interventions to the multidisciplinary team in area of responsibility and primary care settings, and working in collaboration with education providers and other key stakeholders e.g. NES contribute to development of

training and education programmes.

19. Direct and support the provision of clinical practice for pre-registration and post-registration learners, to fulfil curriculum requirements and ensure that appropriate educational opportunities are provided.

### **7a. EQUIPMENT AND MACHINERY**

The post holder will be 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 problem are identified these 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**

The following are examples of systems which will be used when undertaking the role:

- To maintain accurate and up to date clinical records complying with patient confidentiality and provide data for core surveillance. To be responsible for recording all activity/contact on appropriate local system.
- To update and maintain a range of information databases.
- Responsible for regularly completing and signing off timesheets/mileage forms.
- Responsible for ordering supplies e.g. supplies and equipment using PECOS system.
- To be proficient in the use of IT systems - internet/intranet including use of email.
- Risk assessments – DATIX.
- TRAK.

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

### **8. ASSIGNMENT AND REVIEW OF WORK**

The post is self directed, organising own workload in relation to specialist caseload to meet the demands of the service with referral being made as per agreed service referral process.

Patients self refer who have previously been treated within the service and need the services of CNS.

The governance of clinical competence is undertaken by the Clinical Nurse Manager or Professional Lead for the speciality through a portfolio of evidence.

The Post Holder will have a Professional Personal Development Plan that is reviewed annually by the delegated line manager or professional lead/delegated reviewer.

Freedom to act is guided by precedent and clearly defined Divisional policies, protocol/procedures and codes of conduct in accordance with NMC regulations, Clinical and Staff Governance Framework and the EU Clinical Trials Directive

## **9. DECISIONS AND JUDGEMENTS**

Following initial diagnosis, the post holder is expected to make complex autonomous clinical decisions including analysis, differential diagnosis, and clinical management, based on an in-depth, highly specialist knowledge and interpretation of clinical and other findings such as investigations and imaging.

Informing clinical decision making with regard to patients health care, through stringent monitoring of the patient's condition, assessment and acting on clinical judgements.

The post holder is expected to make relevant operational judgements within the service e.g. cross – site working to cover sick leave, or revising a clinic template to accommodate a change in clinical practice.

In collaboration with clinical management teams and in the context of multidisciplinary team working be responsible for identifying changes in service demands and leading the development of the service to meet this identified changes.

## **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**

Improving and stream lining the process of care for speciality patients within NHS Lothian as well as across regions and boundaries.

Continued development and promotion of the role and service through challenging boundaries of the current parameters of practice, as well as working across multi faceted organisations and with a range of stakeholders

Improving communications between the professions involved in the care and treatment of patients within speciality. Prioritising conflicting demands and managing unpredictable clinical activity and demand, while addressing the equity and diverse needs of patients and staff e.g. the demands of the different role dimensions: specialist clinician, manager and professional leader.

## 11. COMMUNICATIONS AND RELATIONSHIPS

Communicates sensitive, complex clinical condition related information to patients, relatives and carers in relation to specialist area of expertise.

Develops and utilise highly skilled interpersonal relationships to build trust, improve care outcomes and aid patient decision making and coping by family/ important others.

Communicate verbally and in writing to members of the multidisciplinary team - members of Primary and Secondary Health Care Teams, Social Care; statutory and non-statutory services with the ability to express professional views within group settings and support client advocacy. Acts as a patient /staff advocate through the application of ethical, legal and professional knowledge and skills.

Promote and develop communication skills training for multidisciplinary specialist and generalist staff.

In consultation with staff, discuss complex Personal Performance Development and Appraisal matters in a constructive manner.

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

This section may vary depending on clinical area. Examples may include:

### **Physical:**

Administer medicines, injections, syringe drivers, intravenous infusions and blood transfusions.

Administer enteral tube feeding.

Insert urinary catheters.

Apply wound dressings.

Manual handling techniques.

Keyboard skills.

Physical manual handling of patient, patient movement with use of mechanical aides.

Push wheelchairs and other mobile equipment.

Stand/walk for the majority of shift.

### **Mental:**

Concentration is required at all times when caring for patients and undertaking complex clinical decision making.

Maintenance of precise and accurate records and report writing.

Frequent interruptions from patients / relatives / team members.

Concentration required when observing patient behaviours which may be unpredictable.

### **Emotional:**

Communicating with distressed / anxious / worried patients and relatives.

Communicating complex issues with the multi-disciplinary team.

Caring for patients and relatives following receipt of bad news and supporting them in identifying realistic expectations in relation to clinical conditions.

Communicating with and caring for patients who have reduced understanding and insight due to cognitive impairments.

Caring for the terminally ill.

Motivating and supporting junior staff / colleagues in the work environment.

**Environmental:**

Exposure to body fluids.

Potential exposure to verbal and physical aggression from patients and relatives / other visitors.

Exposure to infections and temperature variations.

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

Registered Nurse

Educated to SCQF level 11 in specialist area e.g. post graduate diploma specialist training, short courses plus further specialist training to master's level

Evidence of detailed clinical knowledge and complex clinical decision making.

Prescribing experience relevant to specialist role e.g. non medical prescribing V300, Patient Group Directives

Experience in developing clinical nursing services

Evidence of management and leadership education and training.

Excellent communication skills.

Effective interpersonal and influencing skills.

Excellent team working skills

IT skills

Research understanding including working knowledge of Good Clinical Practice Guidelines, European Union, Clinical Trials Directive and Research Governance Framework.

**14. JOB DESCRIPTION AGREEMENT**

A separate job description will need to be signed off by each job holder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date: