NHS Grampian

**Agenda for Change Job Description**

**New post**

# SECTION 1

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| JOB IDENTIFICATION | Must be completed |
| **Job Title:** | Physician Associate in Gastroenterology with interest in Hepatology |
| **Department(s):** | Gastroenterology |
| **Location:** | Any across NHS Grampian, although primarily at ARI |
| **Hours:** | 37.5 Hours Per Week |
| **Contract Type:** | Permanent |
| **Band:** | Band 7 |
| **Salary:** | £37,570 - £44,688 |
| **Job Reference:** | JM008066 |

###### SECTION 2

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|  | **Job Purpose**  The role will involve the assessment, diagnosis and treatment of Hepatology patients within the inpatient ward. The post holder will also undertake work in the outpatient clinic. There is scope to develop the role within the department as the post holder demonstrates experience within the Gastroenterology Service. Medical Specialist nurses and Gastroenterology consultants will provide direction and guidance to the post holder. The post holder will play an important part in delivering clinics at the Peter Brunt Centre, ARI and also in supporting medical specialist nurses and junior medical staff in Ward 104.  The physician associate will be a member of the Gastroenterology team. There is a requirement to recognise and understand the importance of the multi-disciplinary team in delivering complex care. The post-holder will be accountable for ensuring that patient care is of a high standard at all times and that standards of care and treatment meet the department’s requirements.  The post-holder will be supervised by Gastroenterology consultants with an identified educational supervisor for career development. At present the role is designed around normal working hours, but if required the physician associate will provide clinical care as directed including weekends and out of hours.  The physician associate will be expected to maintain a generalist medical knowledge while also developing expert clinical knowledge of Gastroenterology. This provision will initially be predominately work in outpatient clinics but may also include work in inpatient wards. |
|  | **Organisational Chart**  Nurse management Supervising Consultants  Lead Hepatology Nurse **Physician Associate-(this post)**  Managerial Responsibility  Clinical Responsibility    Practice under the guidance of the Hepatology team |

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| **1** | **Communication and relationship skills**  **Providing and receiving complex information**  Undertake detailed patient assessments and examinations on potential or known Hepatology patients. Perform appropriate physical examinations.  Order and interpret appropriate medical diagnostic tests including where relevant specialised Hepatology tests. Ensure that these are undertaken within applicable guidelines.  Assimilate clinical information from various sources: including patient history, physical examination, interpret diagnostic tests and discuss initial findings/treatment plan.  Once management/treatment plans are determined there will be a requirement to inform and counsel patients and relatives/carers regarding explanation of procedures, diagnosis, treatment and management of conditions. Sometimes this information will be complex and therefore will require careful explanation.  Often for liver conditions, there is a requirement for long term management. The treatment/management information for this has to be presented with empathy and reassurance in this situation.  In a number of circumstances there will be a requirement to ensure patient adherence to treatment plans. Persuasion and motivational skills will be required during communication with patients.  Effective communication with the referring doctor and the patients General Practitioner/Consultant by promptly issuing a clinical letter (paper or electronically). This will indicate patient findings and treatment/management plan with conditions for review either by the Consultant, General Practitioner, member of clinical team, Physician Associate or Nurse Practitioner  There will be a requirement to liaise with, and refer to, (where appropriate) other clinical specialities. There will be a requirement to follow up patients whilst under the care of other specialities within the system.  The post-holder will be required to work with, refer to and take referrals from other healthcare professionals such as junior doctors, nursing staff and Allied Health Professionals.  Effective negotiation with patients to manage conflict and de-escalate potentially violent or aggressive situations when required.  Consider, discuss and learn from complaints about aspects of care / service delivery. |
| **2** | Knowledge, training and experience **Highly developed specialist knowledge across the range of work procedures and practices, underpinned by theoretical knowledge and relevant practical experience**  Completion of a Post Graduate Diploma in Physician Assistant/Associate Studies from a UK university which is interlinked with the UK national physician assistant/associate exam.  Extensive knowledge and experience of liver diseases including relevant diagnoses, diagnostic tests and treatment plans both within an acute setting and outpatient environment is desirable. This knowledge gained through experiential learning equates to masters level.  Understanding the diversity of liver disease and that it can affect other organ systems including respiratory, renal and neurology.  Ability to undertake and support practical procedures such as venepuncture and cannulation.  Applying both the theoretical and practical knowledge and experience of liver disease and practical procedures for specific disease areas in the inpatient and outpatient setting.  Completion of an undergraduate degree which has enabled admission to a UK University Post-Graduate Diploma course in Physician Assistant/Associate Studies.  Current and valid certification or recertification by the physician associate national examination board or if American trained current and valid certification with the national commission on certification for physician assistants  Registration with the UK Managed Voluntary Register for Physician Assistants/Associates and the Royal College of Physicians faculty.  Basic life support provider with the expectation of gaining accreditation in immediate life support (ILS).  Ensure specialist knowledge is maintained by a commitment to lifelong learning and personal development.  Utilise informal opportunities for learning/teaching and education with consultants, specialist trainees, ward nursing staff and junior doctors.  Undertake 50 hours of continuing professional development annually to maintain certification with the national physician assistant/associate Managed Voluntary Register.  Maintain own clinical skills to a high standard to ensure safe delivery of care.  Reflect on current theoretical knowledge base or relevant practical experience. Discuss with supervising consultant during PDP process. Identify relevant mandatory and statutory clinical updates that are required and areas of knowledge or expertise required for personal development. |
| **3** | Analytical and judgemental skills **Judgements involving complex facts or situations, requiring analysis, interpretation, comparison of a range of options**  Work within the Hepatology team, using clinical skills to deliver patient care including, potentially, weekends and out of hours.  Different patient scenarios will have to be considered during the assessment of the patient. This will include differential diagnosis of possible different clinical conditions in Hepatology. During treatment continual analysis will be required and judgement required ensuring that the treatment/management plan is still applicable.  Utilising own professional judgement and in discussion with the consultant team decide when patients require referral to another speciality.  Record and present findings in a manner consistent with local policies and procedures, using judgement to ensure facts are reported correctly. The possibilities of different clinical liver conditions will be included during recording and presentation.  Request appropriate investigations and interpret their findings in view of other clinical information as per guidelines both within the outpatient and acute setting.  Assist medical and nursing staff in all clinical emergencies.  Inform and counsel patients and relatives/carers regarding explanation of procedures, diagnosis, treatment and management of liver conditions. This will include long term management consistent with life circumstances.  Fully document all aspects of patient care and complete required paperwork for legal and administrative purposes. |
| **4** | Planning and organisational skills **Planning and organisation of straightforward tasks, activities or programmes some of which may be ongoing.**  Initial patient assessment will determine the formulation of appropriate investigations as per guidelines.  In liaison with the consultant team and as required, a patient management/treatment plan will be developed which will be kept under review as further clinical information is forthcoming.  Will effectively manage and organise own workload. |
| **5** | Physical Skills Technical skills as required/directed:   * Maintain patient airway in emergency situations. * Give correct prescribed oxygen concentration. * Measure and observe patients condition and act appropriately on changes in condition. * Record a 12 lead ECG, interpret results and act accordingly. * Undertake arterial blood gases * Measure and observe patients condition and act appropriately on changes in condition. * Safe movement and comfort of patients.     Utilise technical clinical equipment, calibrating when required, checking for faults and ensuring regular maintenance.  Use electric beds and various pressure relieving mattresses as required.  Use computers and software; word, excel, power point, results reporting system, TRAK, ECCI, internet, intranet including e-mail, SSTS, printer.  Basic skills to use information technology to operate such systems as e-KSF. |
| **6** | Responsibilities for patient/client care **Provides highly specialised advice concerning the care or treatment of identified groups or categories of patients/clients**  Hepatology incorporates a wide spectrum of diseases and requires close interaction with other specialties. The post-holder will be expected to provide advice on care/treatment of liver patients to other doctors, nurses and physician associates.  Exercise a high degree of personal autonomy when assessing, managing and planning care for a caseload of patients. There will be a requirement for appropriate insight when this is outside the scope of Hepatology practice.  Attend and participate in consultant and registrar led daily ward rounds as appropriate. This will include the day to day management of clinical caseloads.  Undertake Hepatology outpatient clinics for particular cohort of patients organise relevant diagnostic testing and manage the patient being ‘worked up’ for various treatments including anti-viral therapy.  Develop extensive specialist knowledge and experience in Hepatology, acting as a resource to colleagues.  Provide out of hours delivery of Hepatology care under the guidance of the relevant consultant if required. |
| **7** | Responsibilities for policy and service development implementation **Implements policies, proposes changes to practices for area**  In conjunction with clinical colleagues, identify areas of the Hepatology service to develop and improve.  Undertakes audits/clinical governance activities of Hepatology clinical practice. The outcomes of such audits/activities will identify how clinical practice could be improved and thereafter ensure such improvements are implemented.  Evaluate improvements to Hepatology clinical practice in conjunction with other members of the clinical team.  Adhere to local risk management / health and safety strategy. |
| **8** | Responsibilities for financial and physical resources **Responsible for the safe use of equipment other than equipment which they personally use**  Utilise technical clinical equipment, calibrating when required, checking for faults and ensuring regular maintenance of physical resources.  The post-holder will ensure that any relevant equipment used in the ambulatory care environment is safe for use. |
| **9** | Responsibilities for human resources **Regularly responsible for professional clinical supervision of a small number of qualified staff or students.**  Provide teaching to foundation doctors FY1 on Hepatology and general medicine, including relevant diagnoses and tests.  Provide Hepatology and general medicine teaching to members of the multi-professional team and visiting learners, including medical/nursing students or physician associate students as well as participate in education and development programmes.  Supervise physician associate students in undertaking basic workplace assessments in Hepatology.  Practice under the guidance of the Hepatology Consultant team as well as specialist Hepatology nurses.  Maintain own clinical skills to a high standard to ensure safe delivery of care.  Utilise informal opportunities for learning, teaching and education with ward nursing staff, junior doctors, specialty registrars and consultants.  Undertake 50 hours of continuing professional development annually to maintain certification with the national PA Managed Voluntary Register and the Royal College of Physicians faculty.  Attend mandatory and statutory clinical updates as identified during PDP process.  Maintain responsibility for own professional development and identify areas for personal development. This is through a professional development review with named Consultant.  Maintain own training records and attendance at study days / courses.  Acting at all times with honesty and probity. |
| **10** | Responsibilities for information resources **Records personally generated information/data entry**  During Hepatology outpatient clinics, input relevant patient data to enable the long term management of liver conditions.  Maintain patient records in accordance with guidelines and NHS Grampian standards.  Fully document all aspects of patient care, including clinical observations and test results.  Complete required paperwork for legal and administrative purposes. |
| **11** | Responsibilities for research and development **Undertakes surveys or audits, may occasionally participate in R&D**  Research and development is co-ordinated and led by the consultant body. There will be an expectation of occasional participation by the post-holder. This will include collecting results from identified patients, discussing the research methodology with patients and collating results.  In conjunction with clinical colleagues and under guidance of the IBD Consultant team and specialist IBD nurses identify areas of the service to develop and improve.  Undertake audits of the service and prepare reports to disseminate findings to the Hepatology team.  It is also an expectation that the post holder will undertake further education and study relevant to the post for personal developmental purposes. |
| **12** | **Freedom to act**  **Guided by principles and broad occupational policies or regulations**  Follows NHS Grampian and locally agreed Hepatology policies, protocols and procedures.  Follows principles from expertise and knowledge developed in Hepatology to determine clinical assessment and treatment plans.  Self directs and manages own workload on a daily basis.  Ability to work using own initiative to manage own workload. Ability to demonstrate skills and knowledge in areas of risk assessment.  Ability to adapt according to changing service needs. |
| **13** | Physical effort **There is an occasional requirement to exert moderate physical effort for several short periods during a shift**  The post holder must be able to run to clinical emergencies, from a standing start and provide care / resuscitation as required.  The post-holder must be able to manoeuvre patients into position for treatment or assessment. |
| **14** | Mental effort **There is a frequent requirement for concentration where the work pattern is unpredictable**  Physical examination and history taking of patients requires concentration for periods of time although not continuously. This will occur on more than half the shifts worked.  At the request of a consultant or member of the clinical team or emergency bleep, there will be a requirement to change work activity. |
| **15** | Emotional effort **Frequent exposure to distressing or emotional circumstances**  Dealing with unwell patients and distressed relatives / carers, including unwelcoming news.  Dealing with situations where family situations or circumstances ensure a difficult emotional experience. |
| **16** | Working conditions **Frequent exposure to highly unpleasant working conditions**  Exposure to potentially violent or aggressive patients including verbal abuse.  Exposure to body fluids i.e. taking bloods. |

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| The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. Shortlisted candidates MUST possess all the essential components as detailed below. | | | |
| **Post/Grade:** Physician Associate IBD/Gastroenterology AfC band 7 | | | |
| **Location/Hospital**: NHS Grampian | | | |
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|  | ESSENTIAL | DESIRABLE |  |
| Qualifications | Post-graduate diploma in Physician Assistant Studies from a UK University which is interlinked with the UK National Physician Assistant/ Associate exam or equivalent qualification.  Current and valid certification (or recertification) by the UK National Physician Assistant/Associate exam or equivalent.  Registration with the UK Managed Voluntary Register for Physician Assistants/Associates and subsequently the Royal College of Physicians faculty. | An undergraduate or postgraduate qualification relevant to Gastroenterology |  |
| Experience | Completed a Physician Associate intern year within an NHS organisation or equivalent Physician Associate experience of at least a year.  Able to evidence highly developed specialist knowledge.  Ability to develop and maintain own clinical skills to high standard to ensure safe delivery of care.  Ability to follow NHS Grampian and locally developed medical policies, protocols and procedures.  Commitment to lifelong learning and personal development by continuing professional development. | Experience of change management methodology or practice  Familiarity with Service development and redesign |  |
| Special Aptitude and Abilities | Ability to work flexibly across different locations and multi-task when necessary, including as required out of hours work.  Able to work independently as well as part of a multi-disciplinary team utilising excellent interpersonal skills.  Ability to organise and prioritise workload effectively.  Describe and receive complex information from various sources evidencing excellent communication skills. |  |  |
| Disposition | Adaptable to changing working environment and service needs.  Ability to influence and challenge colleagues appropriately.  Ability to bring people together, deal effectively with conflict and resilience to distressing circumstances.  Reflect on NHS experience including current theoretical knowledge base or relevant practical experience. | . |  |
| Physical Requirements | Physically capable of undertaking full duties of post. |  |  |
| Particular requirements of the Post: | Full registration with UKAPA |  |  |
| MAJOR RISKS INDOING THIS JOB | | | |
| *Please indicate the major risks the job holder could face in doing this job e.g. lifting patients/objects, working with hazardous substances, dealing with violence and aggression.*  *If there are no major risks for the job holder please tick this box* | | | |