

JOB DESCRIPTION

1.	JOB IDENTIFICATION	Clinical Nurse Specialist – Band 6
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Job Title: Hepatology Clinical Nurse Specialist

Responsible to: Hepatology Nurse Clinical Nurse Specialist (Team Lead)

Department(s): Gastroenterology

Directorate: Surgical Services

Operating Division: Lothian University Hospitals Division

Site Location: Royal Infirmary of Edinburgh

Job Reference: 116677

No of Job Holders: 1

2.	JOB PURPOSE	
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The remit of this post is:

The post holder has professional and managerial responsibility for a case-load of hepatology patients with a confirmed diagnosis utilising high level of specialist clinical assessment, decision making and clinical judgement to formulate appropriate treatment plan within the speciality.

This is based in the acute hospital setting in the Centre for Liver and Digestive Disorders (CLDD)

The post holder will provide a specialist service to advise and promote evidence based practice in the care of hepatology patients, clients and relatives through treatment care pathway from diagnosis to discharge / transfer of care. They will work within the hepatology nurse specialist team to provide /facilitate effective care.

Ensure the highest standard of expert professional clinical and personalised care is delivered to patients and their families in partnership with all members of the multi disciplinary team.

Responsibility for the assessment of care needs and the delivery and maintenance of optimal care outcomes.

The individual is expected to motivate staff to provide high standards of care by acting as a role model.

Responsible for providing specialist education and training programmes for health care professionals and other professional groups.

Implement and undertake research activities ensuring evidence-based practice in the specialist area.

3. DIMENSIONS

The post holder has clinical and management responsibility for the Lothian-wide hepatology patient group within the CLDD speciality.

Clinical responsibilities

The post holder has responsibility for developing and implementing nurse led clinics within the overall service provision for hepatology patients within CLDD speciality.

The practitioner will work in partnership with the hepatology nurse practitioners, Hepatology Consultants and the multidisciplinary team in the provision of a specialist hepatology service to patients within the C.L.D.D in Lothian.

The practitioner as part of the specialist team uses audit to ensure that the quality of the hepatology service is monitored.

Teaching/supervision/ research/ advisory responsibilities

Will assist in providing specialist education, advice and training programmes for patients and other professional groups, including medical trainees, other nurse specialists, out-patient and ward staff.

To implement and participate in research activities as part of evidence-based practice.

The post holder will provide an expert opinion on appropriate Divisional strategic committees / managed clinical networks, concerned with hepatology patients.

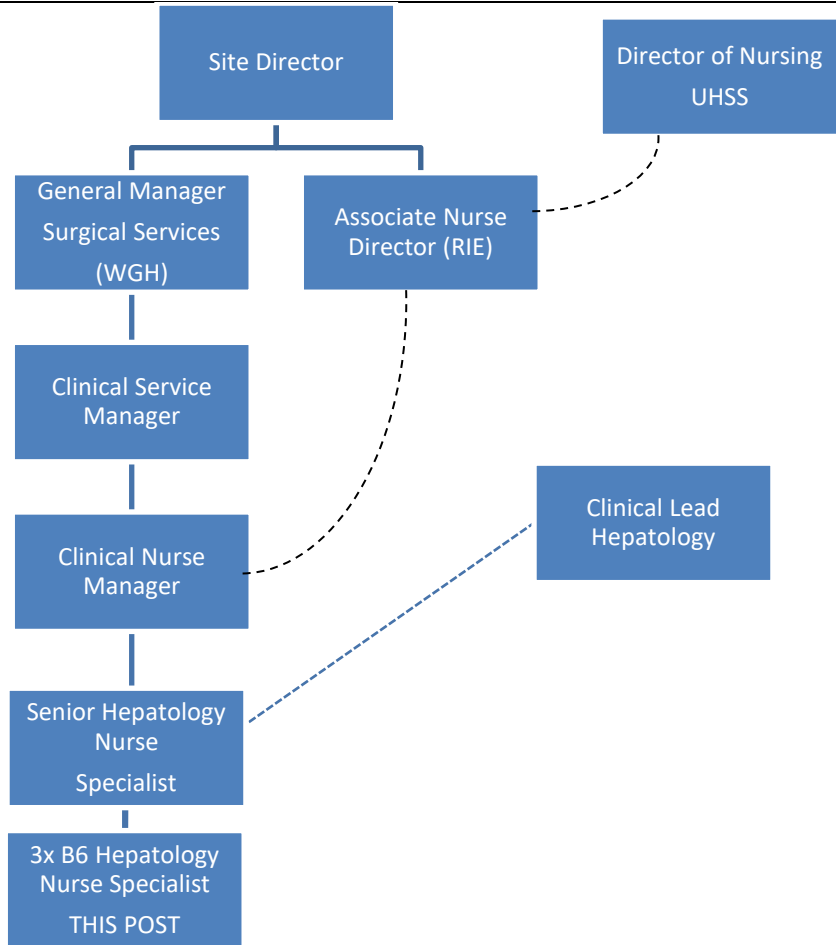
Cross site working and outreach clinic provision

The post holder is employed within NHS Lothian and there may be a requirement to work flexibly across Lothian to meet service demands, including clinics on other hospital and community settings.

Other key staff with which the post holder will interact includes: Medical/Therapists/Finance/R&D Office/Procurement/Support Services/Education Facilitators/ Health and Safety, Risk Management Community Health Practitioners and University Institutions, Home care companies, finance.

The NHS Lothian delivers services within the environment of a University Teaching hospital setting.

4. ORGANISATION POSITION



Full line= Direct line management
Dotted line= Professional/ clinical management on site

5. ROLE OF DEPARTMENT/SERVICE

The Hepatology Nurse specialist provides clinical assessment, treatment, counselling and education on aspects of liver disease support mainly within, but occasionally outwith NHS Lothian.

6. KEY RESULT AREAS

Professional 100%

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 following PREP guidelines.

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

Act as an exemplary professional role model for leading specialist nursing services.

Maintain the profile of the CLDD Nurse Specialist team by active participation in the proceedings of professional organisations – local and national.

To be accountable for own professional actions as the hepatology specialist nurse.

To liaise with other hepatology specialists in the development and regular review of standard of nationally recognised hepatology protocols and procedures for liver patients' specific initiatives within the multidisciplinary team, in the development, implementation and maintenance of policies, procedures, standards and protocols of the Hepatology Service throughout Lothian and where appropriate nationally.

To disseminate the above standards throughout Scotland to facilitate care of hepatology patients.

Observe the confidentiality of information at all times in accordance with the Data Protection Act.

Develop the role by using evidence-based practice and continuously improve own knowledge, following NMC's Revalidation requirements. This includes attending local mandatory updates.

Leadership and Management 20%

Lead relevant nursing staff within the acute and primary care setting to ensure that patients are holistically assessed, care/treatment planned, implemented and evaluated, with appropriate consultation and involvement of patients/ carers.

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.

Ensure that all nursing staff and 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.

Develop nursing protocols and guidelines for the acute division and primary care to ensure safe, effective and consistent nursing practice

Lead relevant nursing staff to ensure appropriate clinical skills and competencies are used effectively within the allocated financial resource ensuring clinical governance standards are maintained.

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

Contribute to the development future service provision and planning for all aspects of nutritional support.

Act timeously in resolving complaints effectively through investigating and responding at local level and escalate as appropriate.

Clinical 50%

Responsible for the development, implementation and evaluation of highly specialised programmes of care for patients and their families which include independent review clinics in both in secondary and outreach settings.

Responsible for managing the care pathway of patients with a specialty diagnosis by utilising high levels of clinical assessment, decision making, review and monitoring, in partnership with patients, families and multi-disciplinary team.

Ensure the quality of patient care is reviewed assessed, implemented and monitored to maintain standards of care given to patients and their families.

May initiate medication prescribing, administration and management in line with Patient Group Direction or Prescribing as required for specialist area and in line with prescribing competence.

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.

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.

Participate in clinical audit of specialist nursing services for patients requiring nutritional support to ensure evidence based practice.

Participate in the 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.

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.

Discuss relevant changes in clinical condition with consultant gastroenterologists.

Refer patients to other members of the hepatology team as appropriate.

Act as a resource of specialist knowledge and clinical expertise to ensure care delivered to patient is optimum and evidence based.

Use specialist knowledge and clinical judgement to provide support and advice to patients, carers, the multidisciplinary team, G.P's and primary care nurses.

Promote and advise on health and lifestyle activities for healthcare professionals and general public when requested.

Establish and direct monitoring of standards of care within the defined policies, procedures and protocols of the service, ward, directorate and division to ensure adherence to and delivery of a high quality service.

Research 10%

Contribute to the development research and clinical audit programmes to support best practice which is research and evidence based and leads to continuous improvements in care.

Contribute to/or take an active role in key clinical research projects within the hepatology specialty service.

Involvement and data input into appropriate specialist Hepatology data bases.

Education 20%

Develop, provide and support appropriate multidisciplinary specialist education and training programmes to promote a wider understanding of liver disease in the primary and secondary healthcare setting.

Participate in the delivery of specialist education programmes within core curricula for institutes of higher education.

Organise formal study/training days for nurses and AHPs in both the acute and primary care division on specialist areas of liver disease.

Provide ward base education on formal study/training days for nurses and AHPs in both the acute and primary care division on specialist areas of liver disease for groups/individual staff.

Participate in NHS Lothian's Practice, Research and Development programme for staff.

Promote and advise on health and life style activities for patients, carers, health care professionals and the general public.

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

To plan and participate in the education of patients and carers in preparation for the physical and psychological requirements needed for independent living within the community, ensuring adequate support and written information is provided to all involved.

Act as a resource for information for colleagues both within the hospital and community setting

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

Ensure that the on-going personal development needs and professional education and research are identified and met.

7a. EQUIPMENT AND MACHINERY

Post holder is expected to have knowledge and ability to use all equipment used in the area however may not have daily clinical involvement

Generic	Specialised	Very Specialised
Fridge	Hoists	Fibroscanner
Nursing Call System	Blood Pressure Machine	G2 dictaphone
Database/Computers	Glucometer	Accuvein
Fire Equipment	Suction Equipment	
Pneumatic Tube System	Tympanic Thermometers	
Pat Slides	Weighing scales	
Oxygen Cylinders	Urinalysis	
Walking aids (zimmer, crutches, walking sticks)		
Wheelchairs		
Trolleys		
Telephone / answer machine		

7b. SYSTEMS

Specialist Hepatology Data Bases - collect and input patient data which allows post holder to determine workload and activity

Local patient administration system - as above

Human Resource Administration system.

DATIX Intranet - Manage Incident Reporting

TRAK patient management system

Internet and Intranet - Personal and Business

8. ASSIGNMENT AND REVIEW OF WORK

The post is largely self-directed, however work may be assigned by the direct supervisor in response to the needs of patients.

Work is reviewed by the line manager. Overall clinical responsibility lies with relevant Hepatologist Consultants. The post holder will have a Professional Development Plan and be reviewed annually, by their line manager. Further reviews will be completed as required.

The service management team sites within Surgical Services, Gastroenterology based at Western General Hospital. The professional management of the post sites with RIE nursing structure.

Referrals to the hepatology nurse team are mainly generated from within Lothian – both from primary and secondary sectors.

9. DECISIONS AND JUDGEMENTS

The post holder is expected to make clinical and professional autonomous decisions on a daily basis, including the provision of advice to the multidisciplinary team and escalation of care.

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

Acting as the patients advocate to ensure their rights are upheld, when identifying, screening and recruiting subjects into clinical research studies.

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.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Improving and streamlining the process of care for patients with liver disease across regions and boundaries

Continued development and promotion of the service and working across multi-faceted organisations and with a range of stakeholders.

Improving communications between the professions involved in the care and treatment of patients with liver disease.

Providing training/education to non-clinical e.g. patients and carers regarding treatments and lifestyle changes

Isolation of post

Liaising with other hospitals throughout Scotland

Maintaining up to date theoretical knowledge

Unexpected patient activity and demand.

Addressing the equality and diversity needs of patients and staff.

Dealing with multi facet organisations.

Implementing change effectively in a multidisciplinary environment.

Time Management

Discharge patients from caseload.

11. COMMUNICATIONS AND RELATIONSHIPS

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

Liaise with the multidisciplinary team on service needs and requirements.

Other relevant lines of communication will encompass the following internal and external groups to ensure the gathering and dissemination of information as appropriate:

Internal Communication

Operational

Director of Nursing

Associate Nurse Director

General Manager

Clinical Service Manager

Clinical Nurse Manager

Clinical Director

Multi Disciplinary Leads

Finance

Procurement

Support Services

Human Resource

Health and Safety

Risk Management

Palliative Care Team

Critical Care Teams

Site & Capacity teams

Radiology

Pathology

IT

R & D Department

AHPs

Combined labs

External Communication

Other Health Boards throughout Scotland/Hospitals in South East of Scotland

Develop professional links locally and nationally.

Specialist Support Groups

Voluntary Agencies

Scottish Ambulance Service

Community Health Practitioners

Social Work

Patients

Carers

General Public

Educational institutes and staff organisations.

Home care companies

Company representatives

Benefit Agencies

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

Physical Skills:

Administer intravenous injections and or intra-muscular injections.
Venepuncture.
Blood Glucose monitoring.
Basic life support.
Fibroscanning

Physical Demands:

Patient movement with use of mechanical aides, manoeuvre patients.
Push trolleys, wheelchairs, beds.
Stand/walking for the majority of shift.
Activities of daily living.
Ergonomics.
Geographical area of service covered

Mental demands of the job

Concentration, required due to the nature of specialist nurse role. Possibility of frequent direct and indirect interruptions from patients, relatives, multidisciplinary team and community.
Maintenance of precise and accurate records.
Recognising and responding to ethical issues that may arise
Concentration required when observing patient behaviours that may be unpredictable.
Time management.
Communication difficulties (multidisciplinary, multicultural, deaf, blind)
Developed leadership skills.
Developed responsibility skills.
Service changes.
Organisational changes.
Political agendas.
Workforce planning.
Challenging inappropriate/poor clinical practice.
Unrealistic expectations of some clients/carers

Emotional demands of the job

Communicating with distressed/anxious/worried patients/relatives.
Communicating complex issues with the multidisciplinary team.
Ethical issues regarding commencing/ongoing nutritional support
Caring for patients following receipt of bad news and supporting relatives.
Personal/interpersonal stressors.
Spiritual.

Environmental and working conditions:

Exposure to body fluids several times each shift.
Exposure to verbal aggression high frequency.
Temperature / air quality/lighting of working environment.
Ergonomics.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO JOB

Minimum required to undertake the role

- First level registered nurse with 5-7 years post registration.
- Experience demonstrating the appropriate competencies and skills for the job.
- Educated to degree level or working towards is desirable.
- Evidence of further education including post-graduate certification/diploma/Continuous Professional Development in relevant area.
- Evidence of management, education and training

- Effective 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.
- Evidence of effective problem solving skills.
- IT Skills.
- Expert clinical practice

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: