**NHS Greater Glasgow & Clyde**

**Job Description**

Beatson Cancer Charity Funding Application

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| **1.** | **Job Identification**   * Job Title: Beatson Cancer Charity Clinical Nurse Specialist Myeloma (Band 6) * Department(s): Beatson Oncology Centre, Glasgow with outreach to clinics in North Glasgow * Responsible to: Lead Nurse, Specialist Clinical Haematology * Directorate: Regional Services |
| **2.** | **Job Purpose**  **Background to the post**  Myeloma is a cancer of antibody producing or plasma cells, with a Scottish incidence of approximately 400 new patients per year, median age at diagnosis is in the mid 60s. Approximately half the patients will undergo intensive chemotherapy with autologous stem cell transplantation during the course of their illness.  Untreated the disease is typified by the triad of skeletal disease, bone marrow failure and kidney damage.  The original Myeloma CNS post was developed in 2000 in conjunction with the patient charity “Myeloma UK” and the Service Manager in recognition of the need of Myeloma patients to receive additional care. This stemmed from the improvements in survival and quality in life that had arisen over the previous decade.  Since that time survival has continued to improve (average survival 2-3 years in the early 1990s, now approximately 8 years). Patients now experience multiple lines of therapy (cycles of remission, maintenance therapy, time off therapy, relapse, and retreatment) with a good quality of life due to supportive care. These dramatic improvements have been associated with a much increased workload for the service, including the CNS, as patients attend for longer and more frequently (BOC data).  The current Band 7 Advanced Clinical Nurse Specialist post was further developed in line with the increase on service needs and has been expanded to include sites across North Glasgow, providing essential specialist nursing support for patients attending Glasgow Royal Infirmary, Stobhill Hospital and West Glasgow ACH.  We seek to expand our Nurse Specialist led and Ambulatory Care service at the Beatson for Myeloma patients, and in time expand this across peripheral sites in North Glasgow, offering a more efficient and streamlined service for patients receiving complicated chemotherapy regimens.  The overall aim of this position would be to participate in :-   * Developing an enhanced service for Myeloma patients providing streamlined care from diagnosis, and treatment to supportive care. * Be a leading participant in the development and roll out of a Specialist Nurse led service where patients will attend for review, pre assessment and subcutaneous treatment at one appointment. * This will enhance the patient experience through continuity of care by the Myeloma team * Will help to reduce multiple patient attendance at Day Units and reduce burden on chair and nursing capacity etc. * Enhance patient experience and allow local accessibility to treatment options at peripheral sites across North Glasgow. Patients currently requiring parental treatment attend Beatson Oncology Centre.   The post holder will use clinical expertise, leadership, and management skills to ensure co-ordination of the care of patients with Myeloma and MGUS, providing a seamless service for patients and their families.  In collaboration with the multi-disciplinary team, which includes clinical haematologists and an Advanced CNS, they will develop a model of care to provide support, assessment, and education for this group of patients. This will include nurse led clinics and prescribing of systemic therapies using established protocols.   * As a registered nurse who has acquired additional specialist knowledge, and academic qualification. She/he will have the expert skills and competencies required to manage a caseload within agreed boundaries and protocols in line with clinical governance. Entwined around this clinical core are ties of consultancy, teaching, management and research and its application. * It is recognised that the above may be achieved directly through personal contact with the patient and indirectly through a combination of focus on the following: leadership, facilitation, teaching, research, and audit. * She/he will be an expert clinical practitioner providing comprehensive care, education, and support within the speciality to patients, carers, and staff in the Beatson West of Scotland Cancer Centre and multiple sites across North Glasgow. * She/he will collaborate with the West of Scotland Cancer Network nurses group and MCN colleagues of all disciplines, to ensure a high standard of care to this defined patient group. * She/he will develop the expertise to perform the technical, invasive, and physical aspects of care for this patient group. * She/he will provide a consultancy role to colleagues and peers at a local and regional level. |
| **3.** | **Job Dimension/Role of Department**  This Myeloma Clinical Nurse Specialist in North Glasgow will:   * Promote equity of care. * Assess, develop, implement and review the holistic cancer care pathway of the defined patient population. Locally this includes ward areas, outpatient clinics and day-ward area. * Assist in the development and roll out Ambulatory care clinics for the administration of subcutaneous treatments. * Establish key working relationships within primary, secondary, and tertiary care settings across the West of Scotland including voluntary and independent care sectors. |
| **4.** | **Organisational Position**  Clinical Service Manager  Lead Nurse  Advanced CNS x1  Band 6 myeloma CNS  Clinicians and MDT  Chief Nurse  Cancer Nurse Consultant  Health Care Professionals across Primary, Secondary and Tertiary Care  Working/Professional  Line Management |
| **5.** | **Scope And Range**  The post holder will have a large degree of autonomy and decision making within this role.   * In collaboration with the team, facilitates the development of excellence in clinical care and addresses the physical, emotional, and social and nursing needs of this patient group. This will be delivered in a variety of settings including out-patient department, inpatient wards, day-unit and via telephone consultations * Provides clinical leadership and expert advice to nursing, medical, Allied Health Professions and other members of the multi-disciplinary team (MDT), locally, regionally and nationally. * Develops service improvements in collaboration with the multi-disciplinary team. * Devises and provides education initiatives to staff, patients and carers and acts as a professional resource to these groups. * Contributes to the integration of educational initiatives from universities, the voluntary sector and other external agencies into the area of expertise, and acts as an expert professional resource. |
| **6.** | **Main Duties/Responsibilities**   |  | | --- | | **Main Duties/Responsibilities**  Clinical:   * Provides clinical leadership in assessment of patient needs, implementation, and evaluation of programmes of care, ensuring holistic and evidence-based nursing practice. * Utilises available resources, taking into consideration lifestyle, gender, and cultural background, and ensures involvement of the patient, family carers and significant others. * Undertakes nurse prescribing within specialist service requirements * Acts as a resource for the clinical management of patients across the multi-disciplinary team and primary, secondary, and tertiary care settings. * Acts as a role model through the provision of clinical leadership and demonstration of expert and effective nursing practices. * Maintains a telephone advice service to respond to calls regarding the management of patients with myeloma and the adverse effects of their treatment. * Promotes the delivery of evidence-based nursing interventions to improve treatment related toxicity and improve quality of care. * Provide telephone consultations for symptom management following treatment to identify potential disease progression and arrange earlier follow up accordingly. * Liaise closely with relevant health and social care professionals both within primary and secondary care * Acts as an effective change agent integrating information gained from research and audit into clinical practice. * Demonstrate excellent communication skills with patients and carers ensuring information is appropriate, timely and delivered sensitively and based on individual need. * Maintains patient records in line with the Nursing & Midwifery Council (NMC) Guidelines for records and record keeping. * Designs and develops multi-media patient packages to provide clear and readily accessible information and support for patients and their families.   Public Health:   * Identifies and collaborates in health promotion activities for this defined group. * Facilitates patients’ self-management to promote maximum well-being within the confines of their illness. * Leads and participates in health needs assessment and audit to promote adequate service provision. * Promotes health education on an individual patient/carer basis. * Identifies and utilises appropriate resources to support patient health improvement.   Professional:   * Empowers patient to take an active role in their health care, well-being and future lifestyle by practising in an open, transparent and inclusive manner, thereby ensuring patients have the relevant information to participate in treatment decisions and care planning. * Promotes and supports innovation in clinical practice. * Practices within the legal and ethical framework as established by the NMC and national legislation to ensure that patient interests and well being are optimised. * Works within the National Health Service (NHS), NHS Greater Glasgow & Clyde and Health and Safety Executive (HSE) Legislation, Policy, Guidelines and Procedures. * Selects and implements evidence-based nursing interventions to meet the individual needs of patients, carers and staff using National Guidance and standards such as NHS Quality Improvement Scotland, Scottish Intercollegiate Guidelines Network and Clinical Resource and Audit Group materials.   Education and Research/Audit:   * Promotes patient/carer independence through the provision of relevant education and support in relation to their individual disease and psychosocial care needs. * Maintains expert professional practice through continuing education, professional updating and involvement with specialist groups. * Identifies the educational and developmental needs of staff, patients and carers in relation to the specialty, in conjunction with others where appropriate. * Establishes, develops, co-ordinates and evaluates educational initiatives for appropriate healthcare staff, in conjunction with others where appropriate. * Initiates and participates in research projects to enhance the nursing knowledge base within the cancer specialty, making a contribution to the development of the evidence base. * Liaise closely with the Clinical Trials team and have ongoing awareness of relevant trials and plan patient care accordingly. * Analyses critically and interprets research findings and assesses for appropriateness, application and dissemination to clinical practice. * Audits current practice and negotiates appropriate changes to practice. * Evaluates own effectiveness in relation to patient outcomes, service and professional requirements.   Organisation/Managerial:   * Provides expert advice and support on the purchasing and commissioning of resources relating to the specialty where appropriate. * Contributes to the development and implementation of policies and clinical guidelines within the specialty. * Organises own time and clinics and liaises with colleagues and secretarial staff to organise holiday/planned absence cover, in line with agreed job plan. * Is accountable for the effective management of relevant resources including supplies, pharmacy and maintenance of equipment. * Participates in the retention, recruitment and selection process, in collaboration with the Lead Nurse. * Provides programmes and timetables for national and international healthcare professional visitors, taking managerial responsibility for their safety. * Shares service objectives with staff. * Acts in a collaborative and advisory role and contributes to the wider NHS and Corporate agenda. | |
| **7. A&B** | **Systems, Equipment And Machinery**   * Responsible for ensuring that staff are aware of their responsibilities under the Health and Safety at Work, etc. Act (1974), to ensure that agreed safety procedures are carried out to maintain a safe working environment for patients, visitors and employees. * Responsible for entering information into patients’ electronic and written records as appropriate. Promotes compliance with the Data Protection Act (1998), Caldicott Guidelines and local policies regarding confidentiality and access to medical records. * Promotes the use of Information Technology to integrate patient care and benefit personal and professional development. * Demonstrates competence in the use and handling of a wide range of equipment, including: clinical observation equipment, computers, infusion devices, scales, disposal systems, electric beds/hoists, oxygen, suction, diagnostic and treatment devices. |
| **8.** | **Decisions And Judgement**   * Functions as an autonomous practitioner within a multidisciplinary team both locally and throughout the West of Scotland Clinical Haematology Networks. * Uses own initiative and acts independently within the boundaries of existing knowledge and skills and is guided by written policies and guidelines. * Demonstrates sound judgement in the assessment, support, treatment and follow up care addressing the psychosocial and physical care aspects during the patient/carer cancer journey. * Plans a package of care for individual patients, which may include the prescribing of appropriate medications. * Refers care where appropriate, to other agencies, to provide support for individual patients. * Supports and develops staff to broaden their skills, knowledge and experience in the interest of succession planning and absence cover. * Exercises the ability to challenge any interaction which fails to deliver a quality seamless service in accordance with the Centre’s declared objectives. * Initiates and follows through appropriate procedures when a breach of policy occurs. * Responsible for the development of action plans to address any system failures. * Contributes to the organisation and design of resources needed to meet the demands of the service. * Operates as a reflective practitioner able to manage own stress and distress at the nature of the role. Develops networks for informal/formal support and practises self care. * Has access to a supervisor on an ongoing basis. * Performance is monitored on an ongoing basis and is appraised annually. |
| **9.** | **Communications And Relationships**   * Demonstrates excellent interpersonal communication skills with patients, relatives and visitors, often delivering complex and highly sensitive information such as diagnosis, complex treatment issues, disease relapse and terminal prognosis. * Acts as a patient/staff advocate through the application of ethical, legal and professional knowledge and skills, presenting an alternative choice of care to patients as appropriate. * Designs referral protocols and makes justifiable referrals to a wide range of other healthcare professionals and specialties, which may include the admission, or discharge of patients from hospital. * Demonstrates effective verbal and written communication with all members of the multidisciplinary team, which serves the tertiary, secondary and primary care communities, maximising access to appropriate services to the benefit of patient care. * Provides support, empathy and reassurance in the delivery of patient care. * Contributes to a supportive environment in the interest of staff morale. * Develops external professional networks which promote both the profession and organisation. * Deals with angry and abusive patients and members of the public. |
| **10.** | **Physical, Mental, Emotional And Environmental Demands Of The Job**  **Physical**   * Moving and handling of patients from self-caring to total dependence. * Technical and manual dexterity and expertise required for invasive procedures. * Moving and handling of equipment. * Travelling between facilities and clients. * Frequent short periods of moderate physical effort. * Exposure to body fluids and therapeutic products. * Administration of symptom control therapies. * Prioritising and multi-tasking patient care in adverse conditions in all clinical environments.   **Emotional:**  Directly involved in imparting news and information about terminal illness and end of life on a weekly basis. Directly involved in supporting patients and relatives in decision making about end of life issues on a continual basis. This is psychologically and emotionally demanding post: despite dramatic improvements in survival myeloma remains incurable, the practitioner is likely to have known the patient and their family for many years before treatment becomes ineffective. They will have to be able to cope with watching the physical decline of their patient but still be able to deliver holistic care. |
| **11.** | **Most Challenging/Difficult Parts Of The Job**   * On a daily basis, conveying complex information about diagnosis & treatment and assisting its assimilation into an appropriate personal understanding of its impact. Supporting the individual and significant others in patient management decisions throughout the treatment journey, particularly where this may significantly worsen the quality of the lifetime remaining. * Being the patient’s advocate, where there is intellectual or cognitive impairment, caused by substance misuse, social circumstances affecting judgement, compliance with treatment or the ability to self-care. * Coping with the emotional demands and psychological aspects of supporting and communicating with distressed patients, carers and colleagues throughout the patient’s journey, including the diagnosis, treatment, follow up, end of life and grief phases. * Initiating and acing as an effective change agent integrating information gained from research and audit into clinical practice. |
| **12.** | **Knowledge, Training And Experience Required To Do The Job**   * First Level Registered Nurse with substantial post registration experience. * Two years experience in a senior nursing role in the specialty * Comprehensive knowledge of the care and management of patients with Myeloma * As appropriate to area of clinical practice, successfully complete the agreed training pathway and clinical competencies required to fulfil the CNS role. * To hold or prepare to undertake Nurse Prescribing Course. |