

## NHS Grampian

### Job Description

#### SECTION 1

JOB IDENTIFICATION	
<b>Job Title:</b>	Registered General Nurse
<b>Department(s):</b>	Community Dietetic Department, Community Diabetes Specialist Nurses
<b>Location:</b>	Health Village, Aberdeen
<b>Band &amp; Salary:</b>	Band 6 - £37,831 - £46,100 per annum (pro rata)
<b>Job ID:</b>	IR155198
<b>Hours:</b>	15 per week
<b>Contract:</b>	Fixed-term

## SECTION 2

	<p><b>Job Purpose</b></p> <p>This post will provide support to various work streams within the Healthier Future/ Counter weight management programme. This job covers NHS Grampian wide and will focus predominantly on management of type 2 diabetes remission and gestational diabetes pathways.</p> <p>The post holder will work autonomously as an expert practitioner, within the context of a multi-disciplinary team and is accountable for all clinical assessment, decisions and treatment under their management.</p>
	<p><b>Organisational Chart</b></p> <pre>graph TD; A["Line Manager Sandra Wilson Nurse Manager"] --- B["Daily Operational Manager Emma Darling Project manager"]; B --- C["This post"]</pre>

<p>1.</p>	<p><b><u>Communication and relationship skills</u></b></p> <p><b>Provide and receive complex information; barriers to understanding.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"><li>• To maintain accurate written and computerised records whilst adhering to local and national policies on confidentiality and data protection.</li><li>• Ability to create and maintain accurate database records.</li><li>• Advise and professionally support junior medical and nursing colleagues.</li><li>• Support and enable patients and carers to make informed decisions relating to their treatment and management.</li><li>• Use available resources/information relating to cultural and language barriers e.g. Language Line, information leaflets for ethnic minorities.</li><li>• Provide specialist nursing advice, information and counselling that promotes autonomy, involvement and choices at all stages of the patient's journey.</li><li>• Maintain good communication links within primary and secondary care.</li><li>• Continue to develop technological skills to enable people with diabetes to be reviewed remotely (e.g. Near me) but also to review the data visible on other platforms (e.g. Glooko, Libre, Carelink, CGM,</li></ul>
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	Apps).
2.	<p><b><u>Knowledge, training and experience</u></b></p> <p><b>Specialist knowledge across range of procedures underpinned by theory</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Registered Nurse.</li> <li>• Knowledge of Diabetes</li> <li>• Independent Nurse Prescriber would be desirable</li> <li>• Experience of managing patient with diabetes and other co-morbidities in community/GP Practice Settings.</li> <li>• Counselling course/proven communications skills.</li> <li>• Proven experience of operating Microsoft computer programmes (Word, Excel, PowerPoint, Access and Outlook).</li> <li>• Excellent communication skills and evidence of team working.</li> </ul>
3.	<p><b><u>Analytical and judgemental skills</u></b></p> <p><b>Complex facts or situations requiring analysis, interpretation, comparison of a range of options.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Principally responsible for assessing and managing patients who are on the counterweight/ healthier future programme based upon clinical assessment, investigation and treatment choices.</li> <li>• Provides specialist advice to patients, relatives and healthcare professionals.</li> <li>• Recognises the individual needs of the patient and prioritise care.</li> </ul>
4.	<p><b><u>Planning and organisational skills</u></b></p> <p><b>Plan and organise straightforward activities , some ongoing</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Improve patient access to the specialist service by providing prompt early assessment, support, advice and implementation of treatments appropriate to clinical condition.</li> <li>• Plan and manage own workload in a flexible manner, ensuring that service provision meets the needs of the patients within defined protocols.</li> </ul>

	<ul style="list-style-type: none"> <li>• Assists with implementation of Healthier future pathways across NHS Grampian and audit outcomes.</li> <li>• Work closely with other members of multi-disciplinary team in order to ensure high quality, seamless care for each patient.</li> <li>• To receive direct referrals from all disciplines within Moray, Aberdeen City and Shire.</li> <li>• To recognise when referral to a medical staff for further management is required and to make necessary referral working within the agreed clinical boundaries of responsibility.</li> <li>• Exercise a high degree of personal and professional autonomy and critical judgement while maintaining a high clinical profile.</li> <li>• Able to work to short deadlines.</li> <li>• Work autonomously and manage own time effectively.</li> </ul>
5.	<p><b><u>Physical Skills</u></b></p> <p><b>Highly developed physical skills, accuracy important, manipulation of fine tools, materials.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Venepuncture skills.</li> <li>• Degree of flexibility is required.</li> <li>• Ability to work in a sustained manner.</li> <li>• Ability to work under stressful situations.</li> <li>• Keyboard and IT skills to use information technology to operate such systems as e-KSF, SCI-DC.</li> <li>• Requires manual handling expertise to use and move appropriate equipment from various clinic /ward areas.</li> <li>• Good knowledge of resuscitation techniques and to lead when required.</li> </ul>
6.	<p><b><u>Responsibilities for patient/client care</u></b></p> <p><b>Develops specialised programmes of Care/Care Packages. Provides highly specialised advise concerning care</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Provide an evidence-based specialist nursing service, which is responsive to the user's needs, to a cohort of patients. Care will reflect current local protocols and national guidelines..</li> <li>• As an autonomous practitioner requests investigations within agreed protocols for patients.</li> <li>• Autonomously discusses treatment options in depth with sensitivity, knowledge and expertise.</li> <li>• Provides a specialist resource, written information and advice for all hospital/community staff, patients and relatives on the management of patients.</li> </ul>

	<ul style="list-style-type: none"> <li>• Develops specialist practice protocols/clinical guidelines for the ongoing management of patients encompassed within caseload.</li> <li>• Provides ongoing treatment and management of patients within the caseload identified including letters to referring clinicians and general practitioners.</li> <li>• Facilitate and co-ordinate the process of informed choice for patients in the provision of treatment of care; ensuring individual care plans are understood.</li> <li>• Setting up, managing and running specialist nurse led clinics.</li> <li>• Taking medical histories and examining patients, conducting non-invasive investigations and requesting further specialist investigations.</li> <li>• Interpret the results of investigations; recommend appropriate interventions and treatments based on results.</li> <li>• Maintains accurate records of the clinical service, ensuring confidentiality of information.</li> <li>• Undertakes relevant research/audit work which enhances body of knowledge and contributes to evidence based care for the identified caseload of patients.</li> <li>• Participates in the development of diabetes services in secondary care to meet complex and ever changing needs.</li> <li>• Be able to assess and monitor patients and interpret results.</li> </ul>
7.	<p><b><u>Responsibilities for policy and service development implementation</u></b></p> <p><b>Implements policies and proposes changes to practices, procedures for own work area.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• To work as a facilitator of change, playing an active role in the implementation of local and national strategies and review of local practice. Applying change management strategies working in collaboration with colleagues to facilitate high standards of care.</li> <li>• Develop relevant policies and protocols to support specialist service.</li> <li>• To undertake relevant Risk Assessments to assist how practise can influence strategy.</li> <li>• Participate in operational planning for the development and delivery of the specialist service.</li> <li>• Link in with formal mechanisms to share good practice within secondary and primary care sharing knowledge, skills and clinical expertise.</li> <li>• To identify opportunities for service development and role redesign to enhance the diabetes service.</li> </ul>

8.	<p><b><u>Responsibilities for financial and physical resources</u></b></p> <p><b><u>Personal duty of care in relation to equipment, resources.</u></b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>Oversees use and care of specialist equipment for counterweight/Healthier future patients.</li> </ul>
9.	<p><b><u>Responsibilities for human resources</u></b></p> <p><b>Regularly responsible for providing training in own discipline</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>Advise and professionally support junior medical and nursing staff.</li> <li>Teaching both medical / nursing staff in various procedures undertaken by the post holder.</li> <li>To support and assist medical and nursing colleagues in developing their knowledge and skills.</li> <li>To be aware of areas own continuous professional development needs and maintain an annual personal development plan.</li> </ul>
10	<p><b><u>Responsibilities for information resources</u></b></p> <p><b>Records personally generated information</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>Develop written patient information and use existing appropriate resources to inform users.</li> <li>Maintain patient records and ensure an effective documentation system to reflect the delivery of specialist nursing care.</li> <li>Uses computers/Microsoft packages for email, letter writing and compiling reports.</li> <li>Accesses laboratory/SCI-DC reporting systems for clinical results/information.</li> <li>Dictates and signs letters to patients' General Practitioners and other health professionals involved in care of patients seen.</li> </ul>
11	<p><b><u>Responsibilities for research and development</u></b></p> <p><b>Undertakes surveys or audits as necessary to own work;</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>Actively participates in ongoing research projects and presents findings of research to staff or members of the public, within the hospital, regionally and nationally.</li> <li>Participates in the development of clinical audit and research, which will lead to new and/or improved patient care or service delivery and role development.</li> </ul>

12	<p><b><u>Freedom to act</u></b></p> <p><b>Expected results are defined but the post holder decides how they are best achieved. Is guided by principles and broad occupational policies or regulations. Guidance may be provided by peers or external reference points.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Recognise own scope of practice, working at all times within the Nursing and Midwifery Council's Code of Professional Practice and NHS Grampian policies.</li> <li>• Ensure that own skills and knowledge are updated in line with the requirements of the post and profession.</li> <li>• Maintain eKSF in line with NMC regulations giving proof of continuous development and training for self improvement.</li> <li>• Maintain knowledge of Diabetes specific equipment- blood glucose monitoring, insulin delivery systems and medication devices.</li> <li>• Ability to work without supervision and to work within a multi-disciplinary team.</li> <li>• The post holder is accountable for own professional actions not directly supervised and works as an independent practitioner.</li> </ul>
13	<p><b><u>Physical effort</u></b></p> <p><b>Frequent sitting or standing in a restricted position; occasional requirement moderate effort for several short periods</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Occasionally moves and manoeuvres patients, pushes trolleys and wheelchairs.</li> <li>• Stands/walks for the majority of the shift.</li> <li>• Required to carry equipment which can be bulky and heavy.</li> </ul>
14	<p><b><u>Mental effort</u></b></p> <p><b>There is frequent requirement for concentration where the work pattern is unpredictable.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"> <li>• Assessment of patients with complex need which requires concentration.</li> <li>• Mental effort of time management and prioritisation of work.</li> <li>• Continues concentration required due to unpredictable work pattern.</li> <li>• Ability to prioritise own workload in the secondary care setting.</li> <li>• Time management in competing priorities.</li> </ul>

15	<p><b><u>Emotional effort</u></b></p> <p><b>Occasional exposure to distressing or emotional circumstances.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"><li>• Ability to work in a highly demanding environment.</li><li>• Ability to work in a sustained manner.</li><li>• Ability to work under stressful situations.</li><li>• Uses counselling and coaching skills, with empathy and reassurance at an advanced level.</li></ul>
16	<p><b><u>Working conditions</u></b></p> <p><b>Occasional exposure to highly unpleasant conditions.</b></p> <p><u>Evidence:</u></p> <ul style="list-style-type: none"><li>• Caring for patients with diabetes +/- co-morbidities that can be acute, chronic or life threatening.</li><li>• Balancing professional nursing demands with service demands.</li></ul>

<b>PERSON SPECIFICATION</b>		
<b>POST/GRADE:</b> Registered General Nurse, Healthier Futures Diabetes Prevention Framework, Band 6		
<b>LOCATION:</b> Health Village, Aberdeen		
<b>WARD/DEPARTMENT:</b> Community Dietetic Department, Community Diabetes Specialist Nurses		
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. With the exceptions relating to displaced and disabled candidates noted in Sections 5.3 and 5.4 of this policy, shortlisted candidates must possess all the essential components as detailed below.		
<b>GENERAL REQUIREMENTS</b>		
<b>Factor</b>	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
Qualification & Experience	First level qualification Current NMC registration Educated to degree level or working toward. Excellent communication skills – oral, written and non-verbal. Experience of audit and research	Recent evidence of ongoing study. Independent Nurse Prescriber Nurse-led clinic experience Previous experience in diabetes nursing
Circumstances & flexibility	Flexible working <b>essential</b> Car driver and has access to car for work purposes	
Particular requirements of the post	Well developed IT skills Ability to manage own workload Ability to fit into an established team.	Clinical examination skills Interpret blood results.
Level of Disclosure check required	PVG (Child and Adult)	