**JOB DESCRIPTION**

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| **1. JOB IDENTIFICATION** | | |
| Job Title:  Responsible to:  Department(s):  Directorate:  Operating Division:  Job Reference:  Last Update: | Respiratory Clinical Nurse Specialist in Palliative Care (Band 6)  Senior Clinical Nurse Specialist Palliative care  Hospital Palliative Care Services  Palliative Care & Cancer Services  NHS Lothian University Hospitals  163294  May 2023 | |
| **2. JOB PURPOSE** | | |
| Specialist palliative care services work alongside referring clinical teams to optimise quality of life and to support a peaceful, dignified death for patients requiring palliative care by managing complex physical symptoms, psychological distress, and social issues. The service extends specialist support to family and those important to the patient.  The post holder has professional and managerial responsibility for a caseload of patients referred from Respiratory Medicine in RIE to the specialist palliative care service.  Ensure the highest standard of personalised, evidence based palliative care is delivered to patients and their families in partnership with all members of the multi disciplinary team. | | |
| **3. DIMENSIONS** | | |
| The post holder contributes to the clinical and management responsibility for all patients requiring specialist palliative care within Respiratory Medicine. The postholder provides expert advice to the primary referring teams focusing on quality of life for patients and where appropriate, a peaceful dignified death and peri-bereavement support for families/ important others.  Responsibility for the specialist assessment of palliative care needs, and the delivery of specialist palliative care interventions to achieve optimal care outcomes and supporting the quality of generalist palliative care within the acute hospital and across the patient pathway.  Other key staff with whom the post holder will interact includes Medical, Complementary and Allied Practitioners, Finance, R&D office, Procurement, Support Services, Education Facilitators, Health and Safety, Risk Management, Community Health Practitioners and Higher Education Institutions.  The Hospital Palliative Care team provide a pan-Lothian service and the postholder may be required to work on any of the acute hospital sites.  **Financial Responsibilities:**  The Hospital Specialist Palliative Care Team delivers services within the environment of a University Teaching Hospital setting. The post holder is not responsible for managing the service budget but needs to be aware of the resources available and works within the financial envelope. | | |
| **4. ORGANISATIONAL POSITION** | | |
| Clinical Service Manager      CTR ------------- Clinical Nurse Manager ----------- Acute palliative Care          Senior Clinical Nurse Specialist (Band 7)  **Clinical Nurse Specialist (this post)** | | |
| **5. ROLE OF DEPARTMENT** | | |
| NHS Lothian University Hospitals with its national and regional centres is a national and internationally acclaimed unit, providing a supra-regional comprehensive specialist palliative care service to a population of approximately 1,400,000. NHS Lothian University Hospitals Division delivers services within the environment of a university teaching hospital setting.  The HPCS comprises three teams on each of the Western General Hospital, St. Johns Hospital, Royal Infirmary of Edinburgh. Specialist in and out-patient palliative care services are provided for patients from Lothian, Dumfries & Galloway, Borders and Fife Regions.  8000 people die each year in Lothian: 47% of which die within the hospital setting. In addition, patients with life-limiting illnesses requiring palliative care are admitted to hospital throughout their disease trajectory accounting for 658,000 bed days per annum. The HPCS provides a specialist consultancy service within all clinical directorates, working with clinical teams with direct input to care for patients with highly complex needs. In addition, leading and participating in education, research, practice and strategic service development activities to support the delivery of palliative care by generalist services in all care settings and contribute to the specialty of palliative care locally, regionally and nationally. | | |
| **6. KEY RESULT AREAS** | | |
| **Professional**   1. Practice at all times within the Nursing and Midwifery Council Code of Professional Conduct. 2. Develop the role by using evidence-based practice, ensure professional capability and continuously improve own knowledge, following NMC requirements and NHSL Policy for Personal Development Planning & Review. 3. Conduct clinical evidence-based practice in accordance with national SIGN Guidelines and clinical standards. (e.g. Healthcare Improvement Scotland, NHS Scotland Palliative Care Guidelines). 4. Act as an exemplary professional role model for leading specialist and general palliative care services.   **Leadership**   1. Contributes to the specialist palliative care service to ensurethat patients with palliative care needs are holistically assessed, care planned, implemented, and evaluated, in consultation and involvement with patients, and their family/ important others as appropriate. 2. Contributes to specific initiatives within the multidisciplinary team, in the development, implementation and maintenance of policies, procedures, standards and protocols of the specialist palliative careservice throughout Lothian and the Southeast of Scotland. 3. 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. 4. Contributes to the development of future service provision and planning for specialist palliative care. 5. Is proactive in relation to identifying clinical risk or issues that may compromise the quality and/ or safety of patient care, takes appropriate action and escalates within NHSL policies and procedures. 6. Acts timeously in resolving complaints effectively through investigating and responding at local level and escalating as appropriate.   **Clinical**   1. Act as a specialist resource for palliative care by promoting the service and increasing awareness of specialist and generalist palliative care in hospital and primary care settings, to enhance standards of care and patient / family experience. 2. Provide expert professional and clinical care advice to patients, carers, and multi-disciplinary teams. 3. Ensure the quality of patient care on case load is reviewed assessed, implemented, and monitored to ensure and maintain standards of safe, effective and person-centred care given to patients and their families. 4. This includes recommendation of medication regimes and non-medical prescribing: independent prescriber v300. 5. Participate in clinical audit and evaluation of specialist nursing services and specialist palliative care to support continuous quality improvement and deliver successful developments. 6. Participate in the monitoring of standards of care within the defined policies, procedures, and protocols of NHS Lothian to ensure adherence to, and delivery of, a high quality, safe and effective service. 7. Contribute to the development of highly specialist programmes of care/care packages for patients requiring expert palliative care.   **Research**   1. Contribute to the development of research and clinical audit programmes to support best practice, which is research and evidence based and leads to continuous improvements in care. 2. Contribute to/or take an active role in key clinical research projects for the specialist palliative care service.   **Education**   1. Develop, provide, and support appropriate multidisciplinary specialist education and training programmes to promote a wider understanding of specialist and general palliative care in the primary and secondary healthcare setting. 2. Participate in the delivery of specialist education programmes, within a core curriculum, for institutes of higher education. 3. Promote, advise, and teach on health and lifestyle activities for patients, carers, health care professionals and the general public with respect to living with a limited prognosis. 4. Advise and support patients and families/ important others with regard to the illness (s)treatment options, coping with their situation on a day-to-day basis and in making informed decisions. 5. Contribute to the provision of clinical practice for preregistration and post registration learners, to fulfill curriculum requirements and ensure that appropriate educational opportunities are provided. 6. Ensure that 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 * Hoists – Encore, Sara, Maxi, Arjo * Pulse Oximeter * Blood Pressure Machine * Fire Equipment * Suction Equipment * Humidified O2 Therapy * Oxygen Cylinders * Syringe Drivers * Epidural Pumps * Wheelchairs * Database /Computers/ IT presentations | | |
| **7b. SYSTEMS** | | |
| * Specialist Data Bases - collect and input patient data that allows post holder to determine workload and activity. * Local patient administration system – as above. * Human Resource Administration system. * DATIX Intranet – Manage Incident Reporting * Apex Laboratory System – Specimen Results * Internet and Intranet – Personal and Business * Ward Watcher Audit System * TRAK, PACS | | |
| **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 requiring the specialist palliative care service.  Referrals to the specialist palliative care service are generated from patients attending NHSL, including those from Lothian and Southeast of Scotland.  Work is reviewed by the Senior Clinical Nurse Specialist.  The Post Holder will have a Professional Personal Development Plan, which is reviewed with the delegated line manager. | | |
| **9. DECISIONS AND JUDGEMENTS** | | |
| The post holder makes routine daily clinical and professional autonomous decisions involving the provision of advice to the multidisciplinary team.  Informing clinical decision making with regard to patients’ health care, through stringent monitoring of the patient’s condition and acting on clinical judgments.  Acting as the patients advocate to ensure their rights are upheld and inform ethical decision-making surrounding palliative and end of life issues.  Ensure precise information is given and paced in a manner that is understood, so that patients are empowered to act autonomously and participate in decisions of care.  Freedom to act is guided by precedent and clearly defined NHSL 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 –** | | |
| Prioritising conflicting demands and variable clinical demands, while addressing the equality and diversity needs of patients and staff.  Continual exposure to high levels of loss, pain and the suffering of patients and their families/ important others facing death and dying.  Dealing effectively with complex psychological distress and physical symptoms that have not responded to guidelines or primary interventions.  Working across disciplines and boundaries, with a range of professionals who have competing priorities and demands to implement change effectively in a multidisciplinary environment. | | |
| **11. COMMUNICATIONS AND RELATIONSHIPS** | | |
| Communicate effectively 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:   * Clinical Nurse Manager * Clinical Director * Multi Disciplinary Leads & Teams * Site-specific specialist nurses * Quality Improvement & Risk Management teams * Information Services * R & D Department * Specialist support groups * Voluntary agencies * Scottish Ambulance Service * Community Health Practitioners * Social Work * Patients, Carers, General public * Other Health Boards throughout Scotland/Hospitals in Southeast of Scotland * Develop professional links locally and nationally. * Educational institutes and staff organisation’s | | |
| **12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB** | | |
| **Physical Skills:**  Administer subcutaneous injections, syringe pumps and infusions.  Manage care of epidurals.  **Physical Demands:**  Patient movement with use of mechanical aides, manoeuvre patients.  Push wheelchairs.  Stand/walking for the majority of shift.  Activities of daily living.  Ergonomics.  **Mental demands of the job**  Concentration required due to the nature of the specialist palliative care role. Possibility of frequent direct and indirect interruptions from patients, relatives, and the multidisciplinary team.  Maintenance of precise and accurate records.  Recognising and responding to ethical issues  Concentration required when observing patient behaviors that may be unpredictable.  Communication difficulties (multidisciplinary, multicultural, deaf, blind)  Challenging inappropriate/poor clinical practice.  **Emotional demands of the job**  Communicating with distressed/anxious/worried patients/relatives.  Daily exposure to suffering, death and dying.  Communicating complex issues with the multidisciplinary team.  Balancing ethical and spiritual demands of caring for the dying.  Caring for patients following receipt of bad news and supporting relatives.  .  **Environmental and working conditions:**  Exposure to body fluids - exposure prone post.  Exposure to verbal aggression high frequency.  Temperature / air quality of working environment.  Ergonomics.  Exposure to patients who have had chemotherapy and radiotherapy treatments. | | |
| **13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB** | | |
| * Registered Nurse – Part 1 Adult * Educated to SCQF Level 9 e.g., degree in nursing, palliative care. * Relevant post registration experience aligned to the key result areas for this post. * Independent prescribing v300 * Evidence of relevant continuous professional development at SCQF level 10 or above e.g., post graduate certificate in palliative care, clinical decision-making module. * Evidence of management, quality improvement, education, and training experience. * Excellent communication skills * Effective interpersonal and influencing skills. * Time management skills/ability to prioritise a competing workload. * Excellent team working skills, with the ability to work using own initiative. * Evidence of effective problem-solving skills within complex clinical environments. * IT skills | | |
| **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:  Head of Department Signature: | | Date:  Date: |