

SECTION 1

JOB IDENTIFICATION

Job Title:	Urology Nurse Specialist
Department(s):	Department of Urology, Aberdeen Royal Infirmary
Location:	Ward 209
Hours:	37.5 hours per week
Grade:	Band 7
Salary:	£46,244 - £53,789 pro rata per annum
Contract:	Permanent
Job Reference:	172601

SECTION 2

Job Purpose

The post holder will provide specialist advice and clinical practice to patients within the urological outpatient and inpatient setting enabling the delivery of a high standard of care.

To work autonomously as a specialist resource for primarily urological cancers but also benign conditions, for patients, their families and other health professionals.

To work collaboratively with other nurse specialists and consultant medical staff in setting, monitoring and evaluating standards of care to meet national guidelines.

The main purpose of this role is to:

Undertake nurse-led cystoscopy clinics, TRUS and prostate biopsies, nurse-led bladder instillation clinics and to provide advice, support, information and education to patients, carers and other health care professionals involved in the care of patients with urological cancer.

Act as the patients advocate ensuring the patient and their family are well informed and that the urology nurse specialist is accessible for any questions, advice or practical help required.

To regularly undertake clinical audit of services provided, this may help to inform future service provision or redesign of services.

To help support the well established services within the UCAN Care Centre Including:

Providing information, advice and support for patients and their families, diagnosed with a urological cancer.

Providing nurse-led follow up clinics for men and their families following robotically assisted prostatectomy surgery.

Providing a nurse-led clinic for men experiencing erectile dysfunction following diagnosis/treatment for a urological cancer.

Providing remote nurse-led clinics for men and their families who have been diagnosed/received treatment for a urological cancer.

Providing a nurse led Urodynamics diagnostic clinic.

Undertake intermittent self catheterisation and teach and manage these patients

Providing education, information and advice on the enhanced recovery programme for men and their families when undergoing open or robotically assisted prostatectomy and cystectomy.

Organisational Chart

Deputy Director of Nursing

Chief Nurse

Cancer Nurse Consultant (Professional lead) / Nurse Manager(Line Manager)

Urology Nurse Specialist

(This post)

Senior Charge Nurse

Ward team

1 Communication and relationship skills

Routinely provides and receives sensitive and highly complex information. For example obtaining a medical history, detailed explanation of invasive procedures, performing a diagnostic flexible cystoscopy, diagnosing a bladder cancer, informing the patient and their family, ensuring that they have the information and support that they require and are aware of the future treatment plan. The post holder must exhibit empathy and sensitivity while giving reassurance.

Communicates effectively with patients and their families ensuring, where possible, their involvement in decision making regarding their care.

Communicates effectively with patients and their families regarding treatments/procedures and gains informed consent in a confidential environment. The post holder will be required to take a medical history particularly regarding urinary symptoms and will provide a detailed explanation of the procedure to be performed. This should be done in a sensitive, empathetic and reassuring manner.

Communicates with patients pre-procedure, during procedure and post procedure, whilst being mindful that there may be barriers to communication. For example, language. The post holder may have to perform an invasive clinical procedure on a patient whos first language is not English and they may require an interpreter to be in attendance. They may also have to perform procedures on patients who are very frail, elderly or have dementia. Persuasion and reassurance may be required throughout the procedure in order for them to have a diagnosis of their symptoms or to receive cancer treatment. To achieve this patience, empathy and reassurance will be required.

	<p>The post holder is required to be a sound source of knowledge regarding urological cancers and the impact that the disease and treatments can have on the quality of life of patients and their families, this must be conveyed in a sensitive and empathetic manner.</p> <p>Explains highly complex medical procedures and their results to patients and their families along with benefits, contraindications and possible side effects such as infection after invasive procedures and a potential diagnosis of cancer.</p> <p>Frequently exposed to sensitive circumstances for example, discussing a diagnosis of cancer, side effects of treatments including erectile dysfunction and urinary incontinence.</p> <p>The post holder will attend the weekly urology multi disciplinary team meeting acting as the patients advocate and ensuring that the patient and their family are well informed of treatment decisions.</p>
<p>2</p>	<p>Knowledge, training and experience</p> <p>Post holder will work at Masters level equivalent ie MSc, PG Cert or PG Diploma.</p> <p>Post holder will be a registered general nurse with significant previous clinical experience in urology and be able to demonstrate expert clinical and professional practice developed through experience and theoretical knowledge. They should have advanced counselling skills.</p> <p>Has undertaken the British Association of Urological Nurses training programme for performing flexible cystoscopy or equivalent.</p> <p>The post holder will be able to perform flexible cystoscopy, TRUS and prostate biopsies and has extensive knowledge of of patient pathways, for example, management of non-muscle invasive bladder cancer, management of patients with lower urinary tract symptoms and management of erectile dysfunction. They should be able to formulate effective treatment plans for patients affected by these conditions.</p> <p>The post holder should be able to competently perform bladder instillations. Identifies and manages their own caseload of patients requiring bladder instillations and ensures that local and national guidelines are adhered to.</p> <p>The post holder will be able to perform Urodynamic studies competently and interpret results.</p> <p>The post holder will be able to teach intermittent self catheterisation and support and manage this patient group offering advice and support and telephone follow up.</p>

3 Analytical and judgemental skills

The post holder should demonstrate a high level of autonomous clinical competence, using highly analytical and judgemental skills for diagnostic purposes and care planning. They should using their own initiative be able to make sound and rational decisions.

Obtains medical histories from patients and their families and will perform clinical examinations/procedures gaining informed consent prior to treatment/procedure and maintains accurate, clear and concise written notes in the patients medical records.

Analyses patient pathways. There are multiple pathways for the management of urology patients. The postholder will ensure that the patient is on the correct pathway and the patient is receiving the appropriate treatment at the appropriate time to optimise their treatment.

Assess each patient to ensure that the procedure/treatment is carried out safely. For example administering a BCG bladder instillation or performing a flexible cystoscopy to a patient who has an underlying urinary tract infection could result in a severe episode of uro-sepsis.

Special adaptations to normal techniques may have to be made. Patients for a variety of reasons, including back problems and hip replacement may be unable to attain the normal position for carrying out the procedure. The post holder then has to assess and decide on the most suitable way for the procedure to be carried out.

Assess all patients during the procedure and act on information given when obtaining medical history and then give advice on any additional treatment or actions required.

Frequently advises/administers treatment options for patients whilst deciding as the specialist nurse that this is the best/safest way to manage the disease/symptoms following local and national guidelines.

As a nurse prescriber selects, administers and prescribes appropriate urological drugs available to treat a variety of urological conditions including bladder cancer, overactive bladder, bladder outflow obstruction and erectile dysfunction.

Must be able to recognise and intervene in cases of patients experiencing adverse reactions during and after treatments/procedures. Report any adverse reactions to relevant member of medical staff.

Ensures professional standards are achieved and maintained at all times for the provision of the highest quality care e.g. following local and national guidelines and workplace protocols.

Arranges follow-up appointments and referrals for patients.

When advice is required direct contact is made with the consultant.

<p>4</p>	<p>Planning and organisational skills</p> <p>The post holder will contribute to the reduction of waiting times for patients and promote earlier diagnosis and treatment, through planning and participating in nurse led and parallel clinics. The post holder may need to be flexible to increasing numbers when the service demands and explore different methods of providing follow up care e.g. telephone follow up, where appropriate.</p> <p>May need to reschedule patients, at short notice, who are unable to have their procedure/treatment for a variety of reasons including the presence of a urinary tract infection, the patient feeling unwell, reaction to treatment. These patients will have appointments rescheduled in an appropriate timeframe.</p> <p>The post holder will be responsible for his/her own caseload but should be able to respond appropriately to unexpected events e.g. staff shortages in order maintain service delivery. Recognises the necessity to organise leave cover for services in a timely manner.</p> <p>Actively participates in the change management process within the urology department including participation in the development of a proactive patient centred service providing information, advice, support and education to patients, their families and other health professionals.</p> <p>Participates in education for health professionals and the general public to highlight the benefits of early diagnosis of urological cancers.</p> <p>Participates in the training of junior medical staff and nursing staff in urological procedures also participats in the training of student nurses and medical students to enhance their knowledge of urological procedures.</p>
<p>5</p>	<p>Physical Skills</p> <p>The post holder requires highly developed physical skills where a high degree of accuracy and precision of eye and sensory co-ordination is required to enable him/her to competently and safely carry out skilled procedures including flexible cystoscopy and intra-vesical therapies.</p> <p>Performing a flexible cystoscopy/intravesical instillation is a skilled procedure requiring a high degree of not only manual dexterity but also a high level of concentration while carrying out the procedure.</p> <p>The post holder will be involved in the moving and handling of patients who may be frail and immobile.</p> <p>There is a degree of emotional demand when imparting news of a new cancer diagnosis to patients and their families.</p>

<p>6</p>	<p>Responsibilities for patient/client care</p> <p>The post holder will be required to provide highly specialised advice on any of the treatments/procedures that they carry out.</p> <p>When performing invasive diagnostic procedures e.g. flexible cystoscopy a very thorough explanation of the procedure/side effects should be given to ensure that the patient knows that an invasive device will be inserted into the bladder and the potential side effects that this might have. The patient diagnosed with a bladder cancer and should be taken to the UCAN Centre where staff will organise a pre-assessment appointment and will be able to provide information, support, advice and contact details of healthcare staff involved in the patients care.</p> <p>The post holder will also be required to provide indepth information to patients and their families regarding results when patients have had a biopsy taken of a potential bladder cancer. They will be able to discuss the pathology and what treatment will be required and the rational for the treatment, this consultation will take place following the Multi-disciplinary team meeting. They should also provide the patient and their family with written information. They should also make patients aware of the UCAN centre and the services that the centre provides.</p> <p>The post holder should also be able to assess patients recovery/progress following surgery to remove the prostate gland. This will take place in a parallel nurse led clinic. They will monitor biochemical markers post procedure and will assess and monitor patients recovery and side effects following surgery. They will be able to offer specialisit advice and information regarding managing side effects and where required will be able to offer/refer to other services including physiotherapy, UCAN erectile dysfunction clinic, psycho-sexual counselling services.</p> <p>The post holder will be able to offer an erectile dysfunction clinic based in the UCAN Centre. They should have an indepth knowledge of erectile dysfunction following treatments for a urological cancer and the drugs/devices that would be required to provide effective treatment.</p>
<p>7</p>	<p>Responsibilities for policy and service development implementation</p> <p>The post holder will provide specialist urological advice and clinical practice to patients and other health professionals enabling the delivery of a high standard of care.</p> <p>The post holder will be invoved in the development of local protocols to be used within the urology department, for example Telephone follow Up clinic for patients following robotically assisted prostatectomy</p> <p>The post holder will contribute to the redesign of urology services, across NHS Grampian, which will seek to improve the continuity of patient care.</p>

	<p>Assesses current practices within the urology service within NHS Grampian and identifies potential areas for improvement to comply with future demands e.g. Referral to Treatment, Cancer Care pathways etc</p> <p>Discusses/negotiates and agrees proposed service improvements with relevant stakeholders e.g. service managers, consultants, ward staff and partnership representatives as to how services can be improved, ensuring that all concerns are identified and addressed.</p> <p>Provides consistency in the implementation of service improvements and developments acting as a reliable source of information during transition whilst acknowledging effects of change.</p> <p>Monitors and continually reviews the implementation of the service change, providing amendments where necessary and ensuring best practice and compliance with relevance and legislation and guidance.</p> <p>Act as a source of information and guidance on all relevant matters relating to service area</p> <p>Participates in reviewing practice and departmental policies with the urology team during staff meetings.</p>
<p>8</p>	<p>Responsibilities for financial and physical resources</p> <p>Monitor the use of and ensure stock levels of resources for cystoscopy and intravesical instillations are readily available.</p> <p>Responsibility for the maintenance of adequate stock levels in collaboration with departmental budget holder.</p> <p>Day to day responsibility for the safety and maintenance of equipment.</p> <p>Ensure staff from medical, nursing, portering and domestic are all aware of their limitation, reporting any issues in a timely manner.</p> <p>Keep safety check/log for audit purposes</p> <p>Demonstrates an awareness of available resources and how they should be most effectively used.</p>

<p>9</p>	<p>Responsibilities for human resources</p> <p>Provides specialist training and education to junior medical staff, ward nursing staff, medical and nursing staff. For example teaching ward staff how to safely administer intravesical treatments.</p> <p>The post holder will be required to compile and present relevant training packages to the multidisciplinary team.</p> <p>Contribute to the overall effectiveness of the department and take on responsibilities for the supervision of junior medical staff, developing and improving standards of the urology cancer service as required within the organisation.</p> <p>Organise and deliver Continuous Professional Development Training days for the urology service.</p> <p>Offer professional advice to colleagues relating to areas of practice within the unit.</p> <p>Provides consistent and effective learning and development</p>
<p>10</p>	<p>Responsibilities for information resources</p> <p>Records personally generated information</p> <p>Updates patient/client records</p> <p>Use information technology/ systems relevant to the work of the Directorate.</p> <p>Responsible for standards of documentation and record keeping relevant to area of responsibility.</p> <p>Responsible for written communication which must be accurate, appropriate and legible, recorded in appropriate area and must adhere to legislation and local and national policies.</p> <p>Completes accurate case notes, either electronically or written, to a high standard, in accordance with all relevant NHS Grampian and NMC legislation, policies and procedures e.g. Confidentiality, data protection, record keeping, accountability, including IT security.</p> <p>Documents quality assurance results, records and reports any actions required.</p> <p>Participates and documents patient surveys and departmental audit.</p>

<p>11</p>	<p>Responsibilities for research and development</p> <p>Regularly undertakes audits of urological services, the outcomes of these will help identify how clinical practice/services can be improved and then ensures that this is embedded into clinical practice.</p> <p>Critically evaluates and promotes research based changes in the delivery of care within the urology service. Develop or support patient outcome measures through audit (these can be used to support the development of the service or make improvements if required).</p> <p>Participates in both local and national research trials.</p> <p>Through research and audit develops external UK networks with peers to share good practice.</p> <p>Through audit and research keep themselves abreast with future developments in urological cancer care and deliver accordingly</p> <p>Critically evaluate and promote research based changes in the delivery of care within the urology service.</p> <p>Tests new equipment to improve service for both patient and organisation.</p>
<p>12</p>	<p>Freedom to act</p> <p>Broad occupational policies</p> <p>Accountable for own professional actions, lead specialist for defined area.</p> <p>The post holder is a specialist working within the urological team with extensive knowledge, skills and experience.</p> <p>Works within parameters of guidelines using sound professional judgement and only in highly complex cases will seek/share information with the patients consultant.</p> <p>Autonomously uses expert knowledge when delaying or omitting treatment e.g. omitting intravesical treatment when patient may have a urinary tract infection.</p> <p>Highlights the need for change and implements as appropriate within area of independent practice.</p>
<p>13</p>	<p>Physical effort</p> <p>Combination of sitting, standing, walking/ occasional moderate effort for several short periods.</p> <p>Moves/ manoeuvres patients.</p>

	<p>Manoeuvring of heavy equipment e.g. patient trolley or monitoring equipment</p> <p>A high proportion of the job entails physical work and the post holder would require moving and handling skills, which should be kept up to date yearly.</p> <p>Can work within confined spaces as other medical equipment is required for monitoring and supporting the patients treatment/diagnostic intervention.</p> <p>The post holder will be required to be able to initiate appropriate emergency care.</p>
14	<p>Mental effort</p> <p>Frequent concentration required for treatments/procedures. Each procedure takes 10-15minutes and multiple procedures are undertaken in each session</p> <p>Ability to provide direct and indirect supervision and instruction when involved in clinical procedures.</p> <p>Manage and prioritise workload whilst promoting a clinical environment that is positive and effective for both patients and the multidisciplinary team.</p> <p>Able to respond appropriately to unexpected events e.g unexpected surgical outcomes in order to maintain patient safety.</p>
15	<p>Emotional effort</p> <p>Occasional highly distressing or emotional circumstances, imparts news of terminal illness, bereavement.</p> <p>Frequently exposed to emotional and sensitive circumstances e.g discussing a new diagnosis of bladder cancer or discussing a patients inability to get an erection.</p> <p>Breaking bad news to patients and their relatives and counselling them initially and then providing them with information, support, advice and reassurance.</p> <p>The post holder may have to discuss the discontinuation of a treatment due to adverse side effects, this can often be distressing for patients and reassurance and empathy will be required.</p>
16	<p>Working conditions</p> <p>Frequent unpleasant occasional/ frequent highly unpleasant conditions. Smell, noise, dust, bodily fluids, faeces, vomit, emptying bedpans, urinals and catheter bags.</p> <p>Able to work in extreme fluctuations of temperature wearing personal protective equipment and using only artificial light sources.</p> <p>Exposure to bodily fluids and body cavities.</p>

The post holder is required on a daily basis, to participate in moving and handling of patients and objects.

The post holder is, on a daily basis, exposed to and may have to handle bodily fluids, soiled linen and hazardous substances e.g. cytotoxic drugs

The post holder is, on a daily basis, required to handle used sharps.

The post holder is occasionally exposed to confused or violent patients.

The post holder is required to work in conditions where breaks are often unpredictable due to the nature and demands of the environment

PERSON SPECIFICATION

POST/GRADE: Band 6 Urology Nurse Specialist progressing to Band 7 after relevant training and completion of relevant competencies

LOCATION: Aberdeen Royal Infirmary

WARD/DEPARTMENT: Ward 209 Urology

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.

GENERAL REQUIREMENTS

Factor	<u>Essential</u>	<u>Desirable</u>
Qualification & Experience	<ul style="list-style-type: none"> • First level Registered Nurse with current NMC registration. • Degree/ working towards Masters • Evidence of Post registration Study or development • Extensive post registration experience. • Non Medical Prescribing Course. • Extensive experience in Urology in a similar role. • Extensive understanding and knowledge of Prostate and Urological conditions, treatments and issues around service provision. Competence in Urology Procedures • Able to demonstrate expert clinical and professional experience developed through experience, theoretical knowledge and research. 	<ul style="list-style-type: none"> • Educated to Masters level • Counselling Skills. • Leadership Course. • Membership of British Association of Urology Nurses.

	<ul style="list-style-type: none"> • Evidence of recent leadership skills within an acute setting, an ability to lead practice and work effectively as part of a multidisciplinary team. • Experience in Patient Management System (PMS). • Experience in Vetting and referral processes. 	
Special Aptitude and Abilities	<ul style="list-style-type: none"> • To be able to work autonomously and as part of a team. • Managing time and prioritising workload and be able to work flexibly to meet the needs of the service. • Evidence of supporting others within the clinical setting. • Excellent written and Verbal Communication skills. • Excellent IT skills • Understanding of UCAN & cancer care. • Experience in audit/ research • Experience in service development 	
Disposition	<ul style="list-style-type: none"> • Capable of using initiative to make sound rational descisions • Ability to cope in stressful situations. • Calm, confident and a good listener <p>Flexible</p>	
Physical Requirements	<ul style="list-style-type: none"> • IT skills, • Face to Face clinics • Telephone 	

	<p>consultations/clinics</p> <ul style="list-style-type: none"> • Physical dexterity to carry out clinical diagnostic procedures. 	
Particular Requirements of the Post	<ul style="list-style-type: none"> • Confident,enthusiastic and motivated with an interest in Urology. • To be able to commit to further training and education relevant to the Urology Nurse Specialist role and to meet the needs of the service. • Demonstrate strong involvement in pursuit of clinical evidence and staff education. • Motivated to develop the clinical area and to promote the development of the nursing team. • Ability to motivate and lead others • Be competent in Urinary Catheterisation. 	<ul style="list-style-type: none"> • IV Drug Administration • Cannulation Skills. • Venepuncture
Level of Disclosure Check required	<ul style="list-style-type: none"> • PVG 	