# NHS FORTH VALLEY



# JOB DESCRIPTION

**1. JOB DETAILS**

**Job Title: Advanced Nurse Practitioner**

**Responsible to: Line Manager**

**Department(s): Various**

**Job Reference: G-ANP-B7**

**2. JOB PURPOSE**

Manage the complete clinical care for patients within the area of responsibility, to enhance patient care and improve patient flow in line with national standards.

Undertake comprehensive physical and mental health assessments, analysing differential diagnoses and decide on the appropriate treatment based on clinical findings for patients with complex multi-dimensional acute or chronic clinical conditions.

Prescribe medication as appropriate, order investigations, refer to other professionals for tests or examinations and admit or discharge autonomously within the scope of agreed clinical guidelines.

Identify the need for improvement and change within the area of responsibility and following agreement and approval, implement new policies and practices and where appropriate, service re-design solutions to better meet the needs of the patients and the service.

Provide clinical leadership to other staff within the area of responsibility that will ensure they they are provided with the relevant clinical advice, guidance and support to undertake their duties.

**3. DIMENSIONS**

There is the day to leadership responsibility for the staff within the clinical areas.

There is no responsibility for a budget or authorised signatory.

**4. KEY DUTIES**

**Responsibilities**

* **Patient Client Care**

**There is a responsibility to:**

Take and record a patient’s history including medical, family and social history, talking to the patient, relatives and other carers as appropriate. There may be significant barriers to understanding and acceptance due to sensitive or contentious information given and received

Undertake a comprehensive clinical examination of the patient including physical examination of all systems as necessary and a mental health assessment.

Screen patients for disease using clinical and other findings requesting, where indicated, appropriate diagnostic tests / investigations using judgement and clinical reasoning, based on differential diagnosis.

Conduct invasive and non-invasive diagnostic and therapeutic procedures where appropriate in order to make diagnostic decisions based on the interpretation of clinical and other findings such as laboratory tests or x-rays.

Interpret and analyse previously ordered results of tests / investigations and work collaboratively with other healthcare professionals when needed.

Act on the results of all tests / investigations to confirm a diagnosis and thereby optimise treatment and clinical management outcomes.

Formulate an action plan for the treatment of the patient, collating all of the clinical information based on the patient’s presentation, history, clinical assessment and findings from relevant investigations.

Prescribe treatment including medications as a non-medical prescriber based on a sound knowledge of pharmacology within the scope of agreed clinical guidelines.

Implement non-pharmacological related interventions / therapies, dependent on situation and technical requirements of care.

Admit and discharge patients from identified clinical areas, dependent on patient need at the time of the review, including referring to and working collaboratively with the appropriate health care professionals / agencies as appropriate.

Provide clinical advice, often complex, to the multi-disciplinary team on the care of patients and contribute to the development and implementation of care pathways.

* **Policy and Service**

**There is a responsibility to:**

Identify the need for improvement and change within the area of responsibility and following agreement and approval, implement new policies and procedures and where appropriate, drive service re-design solutions to better meet the needs of the patients and the service.

Work across professional boundaries to develop and sustain partnerships and networks to influence and improve health outcomes and healthcare delivery for the area of responsibility.

Contribute towards the development of local policies in relation to the implementation of national and regional strategies in line with the organisation’s strategic aims and local delivery plan.

* **Finance and Physical Resources**

**There is a responsibility to:**

Take into account the impact on the budget for the area of responsibility in all decision making related to patient care and treatment and staffing.

Assess and prioritise equipment needs making applications for new equipment in conjunction with the relevant Manager.

* **Staff Management/Supervision, Human Resources, Leadership and/or Training**

**There is a responsibility to:**

Provide clinical leadership to other staff within the area of responsibility that will ensure they are provided with the relevant clinical advice, guidance and support to undertake their duties.

Provide mentorship to health care providers in training including nursing students, AHP’s, junior medical trainees and advanced practitioners in training

Participate in the education and support of Medical Staff in training, trainee advanced practitioners, students and other healthcare providers as appropriate to the area of responsibility.

* **Information Resources**

**There is a responsibility to:**

Prepare and write reports on a regular basis for submissions to the Service Manager, General Manager and / or Department of Nursing and relevant teams and networks in conjunction with the Lead ANP / nurse consultant as appropriate.

Ensure record keeping is timely and accurate at all times ensuring patient confidentiality is maintained in accordance with NMC guidelines and NHS Forth Valley guidelines and policies.

* **Research and Development**

**There is a responsibility to:**

Maintain professional practice through continuing education, professional updating and where available, involvement with professional specialist groups

Actively promote and disseminate research based practice

Participate in relevant research and / or audit projects as appropriate to the area of responsibility.

Provide advice, guidance and support to staff undertaking research and / or audit as necessary.

Be involved in developing and undertaking activities that monitor the quality of healthcare and the effectiveness of practices as appropriate to the area of responsibility.

**Skills**

* **Physical**

**There is a requirement to:**

Use small pieces of equipment in providing care such as needles, syringes, ampules and bottles of medicines as well as instruments to change wound dressings, remove sutures or apply topical medication.

Undertake venepuncture, cannulation and arterial blood sampling where appropriate. There is often the requirement to perform these on patients with difficult to access anatomy in particular when this has been failed by others.

Use equipment associated with the specialty and advise patients and carers regarding their use where appropriate. These might include:

**Respiratory equipment** e.g. nebulisers, suction, oxygen cylinders, humidifiers

**Intravenous infusion devices** e.g. Syringe pumps

**Patient monitoring equipment** e.g. Dynamap, Tympanic thermometers, ECG

machine, Blood Glucose monitoring, Oxygen saturation monitors, Cardiac monitors, troponin analyser, D-dimer analyser, BG equipment, telemetry monitoring, arterial blood gas analyser

**Emergency Equipment** e.g. Defibrillators and Resuscitation equipment

**There is a requirement to be familiar with the use, storage and maintenance of all equipment used within the clinical area of work**

* **Communication**

**There is a requirement to:**

Work across professional and where appropriate, organisational boundaries, developing and sustaining new partnerships and networks to influence and improve health, outcomes and healthcare delivery systems.

Communicate detailed clinical information when referrals are made to the multidisciplinary team to ensure that any examinations or tests to be done or samples that required to be taken will capture the necessary facts to support decision making of diagnosis and treatments.

Ensure that relevant colleagues are kept informed of the clinical progress of patients, participating in regular reviews with lead nurses, consultants and management teams.

Discuss diagnoses, short term and long term, treatments and plans for patients in the area of responsibility, managing conflicting views, reconciling professional differences of opinion to facilitate optimum patient care.

Communicate some extremely sensitive and often complex and / or controversial clinical information on cases that generate ethical debate such as withdrawal of treatment and decisions on resuscitation principally to patients, their families and or carers as well as members of the multidisciplinary team.

Communicate emotive and upsetting diagnosis and prognosis related information to patients, their families and or carers with tact, diplomacy and at times caution depending on the nature of the information to be conveyed.

* **Analytical**

**There is a requirement to:**

Critically analyse and interpret physiological data obtained from non-invasive monitoring from a number of sources to reach a differential diagnostic decision.

Critically analyse the clinical information and treatment options to reach a decision about how to manage the patient’s condition/s in the short and longer terms, discussing with multi-disciplinary team members as appropriate.

Make critical clinical decisions including diagnosis and clinical management based on in-depth broad expert knowledge, interpretation and analysis of clinical and other findings such as laboratory investigations and x-rays. Decisions may include the admission or discharge from hospital,

Use professional judgement in managing complex and unpredictable care events, capture the learning from these experiences to improve patient care and service delivery.

Occasionally initiate and undertake advanced therapeutics and complex clinical procedures using expert clinical judgement and decision making, guided by agreed local policies.

* **Planning and Organising**

**There is a requirement to:**

Manage complete episodes of care, working in partnership with others, delegating as necessary and referring as appropriate to optimise health outcomes for patients.

Ensure that treatment plans developed for patients are communicated to other members of the multidisciplinary team in a timely manner so that they can, as appropriate, make any necessary arrangements.

Contribute to the Directorate strategic objectives and business plan by providing statistical information for inclusion.

Organise own time in line with agreed job plan

**Effort and Environment**

* **Physical**

**There is a requirement to:**

Be mobile for most of the shift and move equipment as necessary to activities.

Perform detailed clinical examination of patients with a need to physically help them in to and out of specific positions to facilitate this.

Lead in clinical emergencies such as cardiac arrest that can involve a number of physically demanding activities such as CPR and defibrillation.

* **Mental**

**There is a requirement to:**

Concentrate when performing detailed clinical examination of patients to make sure all of the relevant information is available to be able to progress to a diagnosis

Concentrate when analysing complicated clinical information to reach a diagnosis or to make a referral to another member of the multi-disciplinary team.

Deal with an unpredictable work load and environment and to adjust priorities to meet the demands of the service.

Maintain concentration when subject to frequent interruptions on a regular basis and having no prior knowledge of the impending interruption such as responding to clinical emergencies such as cardiac arrests.

* **Emotional**

**There is a requirement to**:

Communicate with distressed, anxious and worried patients and relatives often having to discuss difficult and sensitive topics.

Communicate difficult and sensitive topics with the multi-disciplinary team such as the analysis of critical events, terminal illness, and death.

Lead in clinical emergencies such as collapse or cardiac arrest

Support staff in dealing with personal issue that are having a negative impact on them and helping them emotionally to cope.

* **Working Conditions**

**There is:**

Frequent exposed to uncontained body fluids

Exposure to verbal or physical aggression and unpredictable behaviour of patients and relatives

**5. FREEDOM TO ACT WITHIN THE JOB**

Work will be generated by the needs of the area of responsibility and as appropriate by the Lead Advanced Nurse Practitioner who will provide managerial and professional advice, guidance and support and regular competency reviews.

Clinical supervision, advice, guidance and support will also be provided by medical staff within the area of responsibility or other specialism as appropriate to patient requirements.

The above supervision will be in line with the RCN Integrated core career and competence framework for registered nurses.

Regular informal meetings will take place to discuss the progress of work and more formally as part of an annual Personal Development Plan and Review when objectives will be discussed and agreed.

There is an expectation that autonomous clinical and professional decisions will be made on a daily basis and the brining together of complex information enabling the critical evaluation of clinical conditions in order to progress the treatment for patients in the area of responsibility.

There is an essential element of being able to recognise where the level of decision making requires input from more qualified and or experienced professionals.

**6. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**

Practicing registered nurse on the relevant part of the NMC Register

Masters level qualification, with core educational focus on the development of competences in the following areas as appropriate to the area of responsibility in order to have developed the educational, theoretical and practical level of competencies to:

* Lead on delivering and evaluating care in an area of responsibility
* Undertake comprehensive clinical histories, examinations and assessments evidenced by a recognised qualification
* Undertake clinical reasoning, judgement and decisions making relating to the anatomical and pathophysiology presentation of clinical conditions evidenced by a recognised qualification
* Non-medical prescribing - V300 with the NMC
* Provide leadership and provide learning and development for the area
* Enhance team working and encourage the use of initiative
* Apply effective listening, communication and interpersonal skills

This level of development and extensive experience must be evidenced by demonstrable reflective practice and certification that will support NMC revalidation at this level.

**7. Organisational Chart**

Service Manager

Advanced Practice Lead

Department Manager

Trainee ANP

**Advanced Nurse Practitioner**