**NHS Forth Valley**

**Job Description**

**1. JOB DETAILS**

**Job Title: Sexual Health Practitioner**

**Responsible to: Senior Charge Nurse**

**Department(s): Sexual and Reproductive Health**

**Job Reference: UD-BN-N-061**

**2. JOB PURPOSE**

In collaboration with the multidisciplinary team provide a sexual and reproductive health service for all clients across Forth Valley, working in partnership, where appropriate with other agencies and stakeholders to promote positive sexual health and wellbeing.

As part of the multidisciplinary team assess care needs, develop programmes of care and implement and evaluate these programmes ensuring the delivery of high standards of care to patients, their families and / or carers.

Provide direct clinical care that is accessed through drop-in and scheduled appointments, to meet client needs.

Reduce the incidence and prevalence of unplanned pregnancy and sexually transmitted infections through screening, specialist advice and education that is evidence-based.

In the absence of the Senior Charge Nurse, take a delegated responsibility for clinics in order to manage the daily responsibilities that will ensure the safe and effective running of the clinic.

**4. DIMENSIONS**

The post holder will provide mentorship and support to students learning within the service and mentorship, support and supervision to junior staff and colleagues.

The post holder will participate in clinical supervision and clinical support as required.

The post holder will have the ability to work independently in a range of settings and be responsible for the delivery of specialist clinics.

The post holder will deputise for the Senior Charge Nurse in their absence, providing leadership, allocation of clinics and immediate absence management.

The post holder will contribute to ensuring the efficient delivery of the SRH service as required.

**5. KEY DUTIES/REPONSIBILITIES**

**Clinical**

Undertake autonomous clinical sessions within Sexual and Reproductive Health clinics as agreed with the Senior Charge Nurse. This includes working as part of a team and autonomously when required.

Manage a range of asymptomatic and symptomatic clients in line with the relevant departmental pathways, standards, local and national guidelines.

Take an accurate account of relevant medical, social, sexual and reproductive history from the client and document in clinical records.

Triage patients with diverse/complex care needs, who access the service without an appointment or as an emergency.

Independently develop, implement and evaluate specialist programmes of care.

Using a patient-focussed approach, undertake sexual health risk assessments in relation to young person and child protection, domestic or alcohol / drug abuse and assess the contraception needs of the clients which can often be diverse and complex.

Undertake screening for sexually transmitted infection and blood borne virus, including HIV, Syphilis, Hepatitis B & C

Undertake Complex Partner Notification in a sensitive and tactful manner to cause the least upset.

Undertake specialist procedures such as the insertion and removal of contraceptive implants, coil checks and removals and cryotherapy in line with departmental guideline.

Through assessment of the patient’s physical, sexual health, emotional and social needs, formulate a care-plan and undertake appropriate investigations.

Provide specialist advice which contributes to the diagnosis, care or education of clients in the area, including HIV care provision

Identify where onward referral is required and where applicable, arrange referrals / signpost to other agencies e.g. Child Protection team, Social Work.

Provide research and evidence-based specialist advice in all areas of the service in particular sexually transmitted infection, contraception, planned and unplanned pregnancy.

Prescribe and as appropriate, supply methods of contraception as appropriate, this includes first time prescriptions or the continuation of treatments ensuring that these are explained to ensure that they are taken or used as appropriate.

Complete chain of evidence forms as appropriate for alleged sexual assault.

Ensure that the confidentiality of the client is protected at all times.

Ensure good communication pathways are maintained with other members of the sexual health and wider multi-disciplinary team.

Delegate clinical tasks to Clinical Support Workers and other staff as appropriate.

**Management**

Ensure the smooth running of the clinic, planning the workload to meet demand as necessary.

Take responsibility for personal professional and organisational knowledge and operate within departmental policies, standards and local and national guidelines.

Record relevant data in the national sexual health electronic patient record system.

Maintain stock levels, responsibility for ordering, considering cost effective options where possible.

Participate in working groups and contribute to the development of guidelines e.g. Patient Group Directions.

Participate in staff meetings, workshops and updates as required and as appropriate to the role**.**

Provide induction, orientation and training for new staff.

**Educational**

Participate in and as delegated take forward clinical audit within a specified area e.g. Patient Group Directions and wider departmental audits as necessary.

Work with colleagues in the implementation of change to ensure that they are supported and kept informed.

**Professional**

Work in line with Nursing and Midwifery (NMC) guidelines on accountability, record keeping confidentiality and legal responsibility at all times.

Maintain active registration with the NMC.

Attend mandatory training as required.

Maintain high standards of clinical practice by participation in clinical supervision, reflective practice and through a range of activities contribute to continuous professional development.

Complete, in conjunction with the line manager, Personal Development Plan and Review of relevant staff within the area as directed by the Senior Charge Nurse

Laise any concerns regarding risk to service users and staff, to the line manager.

**6. Equipment and Machinery**

**Equipment**

Developed physical skills, dexterity and accuracy are important, for the manipulation of fine tools, materials required for injections, coil and implant procedures.

Specimen collecting equipment e.g., swabs, urine containers, syringes and needles, cryotherapy equipment

Filling small liquid nitrogen flasks from larger container whilst wearing cumbersome safety equipment

Instruments for Implanon insertion and removal

Instruments for Intrauterine devices insertion and removal

Monitor equipment for recording blood pressure and temperature

Oxygen cylinders – flow meters and masks

Resuscitation equipment, including Defibrillator

Computers (Internet, Intranet, Word)

Printers & photocopiers

Telephone/answering machine

**Systems**

Maintain patients’ records in accordance with NMC Guidelines and NHS Forth Valley Standards.

Utilise electronic patient record systems e.g. NaSH,

Hospital / Clinic communications systems.

NHS Forth Valley policies and procedures including child protection, health and safety, fire, infection control complaints and risk management.

1. **ASSIGNMENT AND REVIEW OF WORK**

Workload is determined by the line manager and the clinical demands of the area of activity.

There is a requirement to work autonomously making independent decisions on how to achieve the best outcomes for patients / clients operating within departmental policies, standards and local and national guidelines.

Working independently, there is an individual accountability for the clinical and professional decisions and actions and must be able to interpret information from clients to provide optimal care outcomes.

Work within the sexual health nursing competency framework with the scope to make clinical decisions on an ongoing basis and in the absence of the line manager managerial decisions to ensure the smooth running of the clinic.

Work will be reviewed informally on a regular basis and more formally on an annual basis as part of the Personal Development Planning and Review process when objectives will be discussed and agreed.

**8. COMMUNICATIONS AND WORKING RELATIONSHIPS**

The nature of the clinical area means that there is an ongoing need to listen to, provide and discuss in detail extremely sensitive and personal information.

Much of the communications require careful handling as they can be upsetting and, in some cases, distressing and this needs to be conveyed in the least controversial manner.

Particular care needs to be taken with the way in which some information is communicated as it may not be easily accepted, for example sexually transmitted infections, unplanned pregnancy, suspected child protection issues or domestic abuse.

Communicate very sensitive, complex condition related information to patients, relatives and / or where empathy, reassurance, consent and / or co-operation are required and where significant barriers to acceptance / understanding may present.

Negotiate and ensure the needs of young people are met whilst striking a balance with parental / guardianship involvement where applicable.

Maintain a non-judgemental approach / response to difficult and sensitive client issues.

Establishing and maintaining effective communication within the primary and secondary care to ensure the patient receives optimum continuity of care.

Act as the patients’ advocate to ensure their rights are upheld.

Keep accurate, timely and concise confidential record and maintain data for statistical purposes.

Verbal / written communication within and across the multi-disciplinary team

**9a. MENTAL DEMANDS OF THE JOB**

Frequent concentration and the work pattern can be scheduled or unscheduled in relation to patient consultations.

There is a frequent requirement for prolonged concentration during patient / client sessions.

Concentration required when undertaking patient assessments, administering injections, performing procedures e.g., smears, venepuncture, fitting and removing implants – regularly.

Dealing with regular interruptions

Dealing with differing expectations

There is a frequent requirement for focussed concentration when developing care and treatment plans and requesting tests and other examinations to be able to support the diagnosis of conditions.

**9b. EMOTIONAL DEMANDS OF THE JOB**

Managing the conflict between the duty of confidentiality to the patient and the need to identify infected partners

There is an emotional challenge when dealing with distressed clients presenting with numerous, sensitive, personal and / or complex clinical, social issues.

Deal with distressed/anxious patients, carers and relatives, explaining diagnosis of sexually transmitted infection, treatment, partner notification, termination of pregnancy, under 16s, child protection and domestic abuse – regularly.

Giving bad news to clients - frequently

Dealing with aggressive clients – occasionally

Dealing with verbal abuse – occasionally

# **9c. PHYSICAL DEMANDS OF THE JOB**

Frequently sitting or standing in a restricted position; occasional moderate effort for several short periods depending on the task being done.

There is an occasional requirement to move or manoeuvre patients on and off beds and /or position them for examination and procedures.

# **9d. WORKING CONDITIONS OF THE JOB**

Frequent exposure to highly unpleasant working conditions e.g. infected bodily fluids through sampling and handling of laboratory specimens from the genital area.

On occasion exposure to parasites and viral skin infections.

Exposure to unpleasant smells e.g. offensive discharge, retained tampons, bad hygiene.

There is occasional exposure to verbal aggression from patients, their partners and relatives and / or carers.

Performing cryotherapy - exposure to liquid nitrogen gas.

**10. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO**

**THE JOB**

Educated to degree level or equivalent as a Nurse or Midwife.

Current active registration with the NMC.

Post Registration qualification in Sexual & Reproductive Health

Specialist knowledge in sexual health, underpinned by theory and practical experience gained from post registration education and training gained through working in a sexual health service

Sub dermal implant fitting and removal certificate

Non-medical prescribing qualification.

Working knowledge of the legal framework which underpins practice and responsibility regarding clients under 16 year olds.

Up to date child protection training

Evidence of experience of working within a multi-disciplinary team

Flexible and adaptable approach to working patterns and ability to cope with change

Excellent communication skills with a genuine interest in the client group

Able to work under pressure and deal with sensitive situations

Non-judgemental attitude

Time management skills.

Basic IT skills

Prepared to undertake further development to achieve clinical competencies if required

**DEPARTMENT ORGANISATION CHART**

**General Manager**

**Service Manager**

**Department Manager**

**Senior Charge Nurse**

**Sexual Health Practitioner**

**Healthcare Support worker**