

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Advanced Nurse Practitioner – HMPS
Responsible to (insert job title): Healthcare Service Manager
Department(s): HMP Addiewell/HMP Edinburgh
Directorate: REAS
Operating Division:
Job Reference: 208547

2. JOB PURPOSE

To undertake the role of an Advanced Nurse Practitioner, utilising high levels of decision making and clinical judgment to triage, assess and treat a diverse range of adult patients presenting to General Practice within the prison environment.

Ensure that patient health needs are met through the provision of the diagnosis and the management of patient conditions through the assessment, treatment and review planning process in partnership with patients.

Provide specialist advice to healthcare professionals, other agencies, carers, clients and relatives. The ANP role encompasses that of expert clinician, educator, innovator and auditor.

To work collaboratively with the multi-disciplinary general practice team to meet the needs of patients, supporting the development and delivery of policy and procedures, development and implementation of nursing services and providing nurse and clinical leadership as required.

3. DIMENSIONS

This is a key role for the success of clinical case management including more complex cases within the General Practice of the prison environment.

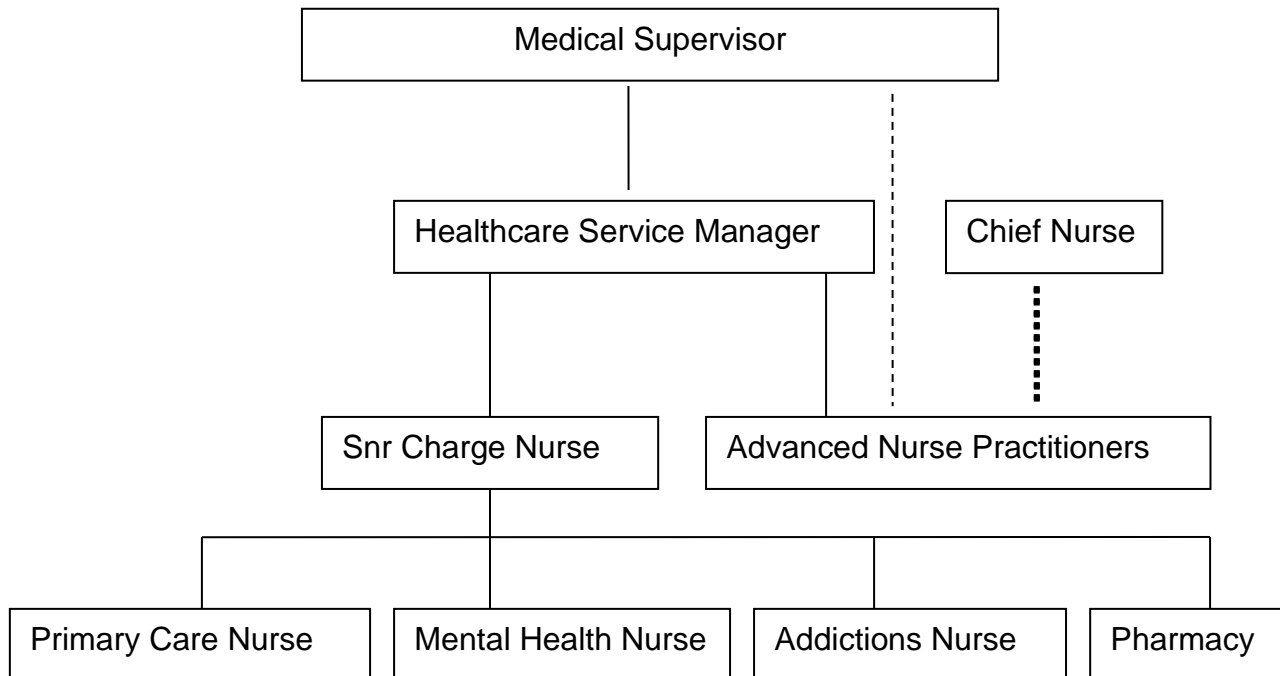
Staffing Responsibilities:

It may be an expectation of the role that the postholder will have day to day management responsibility for the trainee Advanced Nurse Practitioners

The postholder will be required to participate in the GP Rota

The postholder is employed within NHS Lothian and there may be a requirement to work flexibly across Lothian to meet service demands.

4. ORGANISATIONAL POSITION



Key:

----- represents clinical accountability

..... represents professional accountability

5. ROLE OF DEPARTMENT

The service provides planned and emergency health care for between 700- 920 prisoners for each prison. There is a mixture of prisoner regimes within both prisons which need close management, organisation planning and structuring to ensure every prisoner gets access to health care.

The nature of prisoner's individual offence requires partnership collaboration with Scottish Prison Service (SPS) for HMP Edinburgh and Sodexo Justice Services (SJS) for HMP Addiewell to facilitate access to the in-house health centre within both prisons. Both prisons currently hold different prisoner categories which can change due to national SPS demands.

Healthcare is provided within the health centre and within the clinical areas within the accommodated areas. Health care offers an equivalent level of community based health care provision, targeted to meet the specific health care needs of the prisoner population. The

service ensures that prisoners attend and follows up for elective and planned care services within the Scheduled Care Division.

The overall aim of healthcare within prison is to improve the health and well-being of prisoners by ensuring compliance with National Health Targets, Clinical Governance, the National Offender Outcome Strategy, Management of Offenders and the prison mission statement and vision. Both prisons collate short term and long term performance measure in-conjunction with National Prisoner Healthcare Network. Both prisons work within agreed National/local Memorandum of Understanding between the Scottish Ministers, acting through the Scottish Prison Service and Lothian health Board. This document provides a framework of guidance on the responsibilities of the Scottish Prison Service and with prisons on contract to it, and Health Boards in the provision of health services for prisoners, acknowledging that social care agencies, other statutory and third sector organisations, play a key role in maintaining support to prisoners, families and communities, both prior and subsequent to release from prison.

6. KEY RESULT AREAS

Advanced Clinical Practice

1. Responsible for providing a diagnosis for a patient condition, using advanced critical thinking and diagnostic reasoning skills, including triaging, instigating appropriate clinical investigations and interpreting results to enable the development of an enhanced care pathway / immediate management plan which will meet the physical and psychological needs of the patient.
2. Provide high level anticipatory care through the early identification of disease exacerbation in order to reduce the likelihood of acute illness, risks and prevent hospital admission. Acting as an advocate by working in partnership with patients and carers at all levels of care delivery in order to promote self management.
3. Initiate medication prescribing, administration and management as an Independent Supplementary Prescriber.
4. Provide expert clinical advice to the multidisciplinary team and patients including developing and delivering primary care services, including acute and emergency presentations, family planning and long term disease management e.g. diabetes, asthma, chronic obstructive pulmonary disease, coronary heart disease and hypertension working with multi-disciplinary team within the Practice, and across the wider health and social care partnership, to promote integrated and seamless pathways of care . This also involves working in partnership with the Scottish Prison Service and Sodexo.
5. Contribute to the identification of prison health needs and development of patient centered strategies to address these, including through the use of health promotion, health education, screening and therapeutic communication skills, liaising with the Scottish Prison Service and Sodexo, community health professionals and other agencies as appropriate.
6. Apply principles of epidemiology and demography in clinical practice recognising risks, patterns of disease and work collaboratively with a variety of stakeholders to develop health promotion strategies and reduce health inequalities.

7. To undertake risk assessment (including patient behaviours and working environment) and incident management within the prison setting including implementation of action plans and associated learning to ensure ongoing compliance with related legislation and guidelines, including Health and Safety at Work Act and NHS Lothian Health and Safety policy and reporting systems, to safeguard patients, visitors and staff.

Leadership and Management

8. Provide nursing clinical leadership in relation to the management of acute and emergency presentations and Long Term Conditions working at advanced practice level to provide mentoring, supervision and clinical advice where required to the multidisciplinary team within the prison setting.
9. Lead appraisal process and Personal Development Plan Review in line with the Knowledge and Skills Framework, for the trainee Advanced Nurse Practitioners. Address performance management issues for area of responsibility. Provide and participate in clinical and peer supervision.
10. It may be an expectation of the role that the postholder will have day to day management responsibility for the trainee Advanced Nurse Practitioners including for supporting and participating in recruitment, induction, mandatory training, identification of learning and development needs through performance review and personal development plan (PDP), appropriate levels of discipline and grievance.
11. Develop effective partnerships and positive working relationships with a variety of internal and external agencies in order to support seamless care provision across all agencies.
12. Contribute to business continuity, workforce planning and skills profiling to ensure the targeting of resources to meet the needs of prison health
13. Responsible for the development of local procedures, protocols and standards ensuring compliance with National legislation and NHS Lothian policies and identify opportunities for the continuous development of prison health.
14. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviours and attitudes.

Practice Development and Facilitated Learning

15. In an advisory and teaching capacity demonstrate advanced clinical knowledge and skills in relation to clinical interventions to the multidisciplinary team in area of responsibility and working in collaboration with education providers and other key stakeholders contribute to development of training and education.

Research and Development

16. Promotes, develops and undertakes clinical audit programmes to support own and the teams best practice which is research and evidence based leading to continuous improvement in care.
17. Interprets newly generated research findings and decides how they are implemented for

practice using advanced knowledge and skills and disseminates findings internally to influence best practice.

18. Initiate and contribute towards research in area of expertise and critically appraise, evaluate and apply knowledge of theoretical frameworks, evidence and research findings.

7a. EQUIPMENT AND MACHINERY

The postholder will be expected to be responsible and knowledgeable in the safe use of all clinical and non clinical equipment used within the area ensuring this is checked and maintained and where problem are identified these resolved so that all equipment is fit for purpose.

Note: New equipment may be introduced as the organisation and technology develops, however training will be provided.

7b. SYSTEMS

The following are examples of systems which will be used when undertaking the role:

- To maintain accurate and up to date clinical records complying with patient confidentiality and provide data for core surveillance. Vision is currently used within the prisons.
- To be responsible for recording all activity/contact on appropriate local system.
- To update and maintain a range of information databases.
- Responsible for ordering supplies e.g. supplies and equipment.
- To be proficient in the use of IT systems - internet/intranet including use of email.
- Risk assessments.

Note: New systems may be introduced as the organisation and technology develops, however training will be provided.

8. ASSIGNMENT AND REVIEW OF WORK

Will have a Professional Personal Development Plan, including an assessment of clinical competence which will be reviewed annually by the responsible line manager. Works within broad occupational, national and local policies and guidelines,.

Governance of clinical competence is undertaken in line with arrangements determined through the organisational structure which will provide professional nursing advice and General Practitioner or designee will manage assessment of clinical competence.

The post is self directed, organising own workload in relation to the GP rota and specialist caseload to meet the demands of the service.

The clinical workload is generated from the service area i.e. first night in custody, and listed patients by the nursing staff, in line with legislation and performance indicators set by the Scottish Government Health Department.

<p>9. DECISIONS AND JUDGEMENTS</p>
<p>Makes complex autonomous clinical decisions including analysis, diagnosis, and clinical management, based on an in-depth broad expert knowledge and interpretation of clinical and other findings such as laboratory investigations and screening results.</p> <p>Agree referral protocols, undertake risk assessments and using advanced clinical reasoning skills, make further referrals to Clinicians when it is identified that further clinical intervention is required.</p> <p>Uses own initiative and acts independently within the boundaries of own knowledge and Skills.</p> <p>Participate in the appraisal process through Personal Development Planning and Review in line with the Knowledge and Skills Framework. Address performance management issues for area of responsibility.</p>
<p>10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB</p>
<p>To initiate, develop and promote the Advanced Nurse Practitioner role within the prisons through challenging the boundaries of the current parameters of practice.</p> <p>Managing the expectations of patients who may not fully understand the role of the Advanced Nurse Practitioner.</p> <p>Managing both scheduled and unscheduled care, balancing conflicting and unpredictable priorities daily.</p>
<p>11. COMMUNICATIONS AND RELATIONSHIPS</p>
<p>Communicates sensitive, complex clinical condition related information to patients,.</p> <p>Communicate verbally and in writing to members of the multidisciplinary team - members of Primary and Secondary Health Care Teams, Social Care, the Scottish Prison Service and Sodexo; statutory and non-statutory services with the ability to express professional views within group settings and support client advocacy.</p> <p>In addition to the above other contact falls into the following main categories in relation to healthcare, staffing and service issues:</p> <ul style="list-style-type: none"> • The patient, and the multidisciplinary team involved in the provision of care. • Nursing staff regarding patient care, allocation of work, workload issues . • Partnership, Trade Union and Professional Organisation representatives in relation to service and staffing issues. <p>Acts as a patient /staff advocate through the application of ethical, legal and professional knowledge and skills.</p>
<p>12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB</p>
<p>Physical Skills: Administer medicines and injections to adults</p>

Suturing
Screening e.g cervical smears
Apply wound dressings.
Manual handling techniques.
Keyboard skills.

Physical Demands:

Physical manual handling of patient, patient movement including bariatric patients.
Push wheelchairs and other mobile equipment.
Stand/walk/kneel for the majority of shift.
Attend to patients in their residential areas, when required. This may be responding to emergencies or patients unable to attend the Health Centre.

Mental Demands:

Concentration is required at all times when caring for patients and undertaking clinical decision making.
Maintenance of precise and accurate records and report writing.
Frequent interruptions from patients / team members.
Concentration required when observing patient behaviours which may be unpredictable.

Emotional Demands:

Communicating with distressed / anxious / worried patients including discussions around vulnerable adults/children.
Caring for patients and at times their relatives following receipt of bad news and supporting them in identifying realistic expectations in relation to long term conditions.
Motivating and supporting junior staff / colleagues in the work environment.
Communicating with and caring for patients who have reduced understanding and insight due to cognitive impairments.
Caring for the terminally ill

Working Conditions:

Exposure to body fluids.
Exposure to verbal and potential physical aggression from patients.
Exposure to infections.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Registered General nurse.
Educated at SCQF Level 11 (Msc) including advanced clinical decision making skills or equivalent and demonstrating case management appropriate to Primary Care/General Practice.
Independent Supplementary Prescribing (v300) experience.
In depth understanding of the management of Long term Conditions,
In depth understanding of the assessment of acute illness and injuries
Evidence of continued professional development including pain management and addictions
Evidence of management, education and training.
Effective listening and interpersonal skills.
Time management skills/ability to prioritise workload.

Evidence of research /audit experience.
Evidence of effective problem solving skills.
Competent in standard IT packages e.g. Microsoft Word & Excel.

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date: