NHS GREATER GLASGOW

**JOB DESCRIPTION**

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| **1. JOB IDENTIFICATION** |
| **Job Title:** | Paediatric Complex Nutrition Clinical Nurse Specialist |
| **Job Grade:** | Band 6 |
| **Division:** | Royal Hospital for Children |
| **Directorate:** | Women & Children`s |
| **Accountable To:** | Band 7 Team Lead –GastroenterologyMedical Lead Nurse |
| **Job Reference Number (coded)** | YNM199 |

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| **2. JOB PURPOSE**The Paediatric Complex Nutrition Clinical Nurse Specialist will work within the Multidisciplinary team to support and co-ordinate care for children and young people with complex nutritional needs (Complex Enteral Nutrition and Parenteral Nutrition) by providing specialist knowledge and expertise on complex nutritional therapies.The post holder will:1. Provide highly specialist knowledge and expertise to Complex Nutrition patients and provide high standards of care.
2. Promote a visible and accessible Complex Nutrition nursing service within the context of the multi-disciplinary team
3. Support the delivery of enteral and parenteral nutrition education and training for staff and parents/cares within the hospital and in the community. Working autonomously, within the context of the multidisciplinary team, the post holder will support the discharge process for children with complex nutrition needs and work in collaboration with nursing staff in local DGH’s and the community setting to provide seamless support for these patients both locally and in the community setting.
4. Working together with the wider team in the planning, development and delivery of uniformed care to patients and their carers within the primary, secondary and tertiary care settings. They will communicate sensitive and highly complex information to patients and their families about their clinical care from their point of diagnosis throughout their care and on to transition to adult services. They will provide empathy and support to families in their social, emotional and health needs, referring to the appropriate professionals and services where necessary.
5. Working together with the wider team in the development of care pathways for complex nutrition patients to ensure the provision of seamless, person centred and evidence based care.
6. Work within the context of the multi-disciplinary care team to ensure seamless family centred, evidence based care.
7. Co-ordinate outreach monitoring including biochemical and anthropometrical for complex nutrition patients in line with local and national benchmarking guidance.
8. Act as an expert resource for patients with complex nutrition needs, providing support and troubleshooting for patients and their families.
9. Work flexibly to provide clinical support and cross cover for other gastroenterology CNS services, specifically the Gastrostomy and Stoma service.
10. Identify opportunities for clinical audit and research and contribute to these activities within a research framework. Actively promote the GI CNS service as an innovative, forward thinking and expert team.
11. 20% of this role will be based in the Acute setting as `Back to the floor`.

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| **3. ORGANISATIONAL POSITION** |

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| **4. SCOPE AND RANGE**Within the Royal Hospital for Children Glasgow, the nutrition service is continually evolving and expanding and we are recognised as a centre of excellence for Scotland. The Division has a local, national and international reputation for the provision of high quality child and family centred care. The post is based in the Royal Hospital for Children Glasgow and covers patients within the West of Scotland Health Managed Clinical Network.The Paediatric Complex Nutrition CNS is a core member of the Nutrition Support Team within the Paediatric Gastroenterology department within the Women and Children’s Directorate.  The post holders remit includes all children/young people under GI consult within RHC and the WOS Network who require Complex Nutrition Support.As part of the Complex Nutrition CNS team the post holder will:1. Work within the Complex Nutrition Clinical Nurse Specialist team to provide specialist expertise in Complex Nutrition Therapies within the MDT, to patients, families and staff.
2. Practice autonomously within the confines of the MDT to provide patient centred care.
3. Work within the Complex Nutrition Clinical Nurse Specialist team in the development of the Complex Nutrition Nursing service, providing specialist advice and care planning to patients and families with Complex Nutritional Care needs from diagnosis, through transition to discharge in Glasgow, the West of Scotland and Outlying areas.
4. Work closely with other CNS teams within the GI umbrella including Stoma and Gastrostomy and develop skills in the placement and care of various enteral and Parental feeding devices.
5. Work within the context of a large multidisciplinary team within the acute setting.

 This includes:* Medical consultants
* Surgeons
* Nurse Specialist colleagues in the paediatric and adult setting
* Nursing staff
* Dieticians
* Physiotherapists
* Psychologists
* Pharmacists
* Liaison Health visitors
* Child Protection staff
* Psychiatry
* Other gastroenterology related disciplines

Primary Care and other services:* GP
* Practice Nurses
* Community children’s nurses
* Schools including School Nurses
* District Nurses
* Social work dept
* Educational Psychology
* Lawyers
* Voluntary organisations
* Charitable organisations
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| **5. MAIN DUTIES AND RESPONSIBILITIES**This post will include 20% (7.5hrs per week) in the acute setting as` Back to the floor`. **EDUCATION/TRAINING**The post holder will contribute the ongoing development of clinical practice and standards of care within the Complex Nutrition Service, including the development of policies, procedures, protocols and guidelines in collaboration with multidisciplinary colleagues.Aspects of training and education include: 1. Use of complex artificial nutrition/ Parenteral Nutrition/ Specialist enteral formulas
2. Devices used to provide artificial nutrition support
3. Specialist equipment required to provide artificial nutrition support including infusion pumps
4. Safe administration of such therapies out-with the hospital setting
5. Practical experience of the use of infusion pumps/infusion systems
6. Development and implementation of competency based training packages.
7. Provide training to parents/patients/carers in the delivery of home parenteral nutrition using competency based training packages.
8. Provide training to health care professionals and external agency personnel on the delivery of Home Parental Nutrition.
9. Act as a mentor for students within the directorate
10. Participate, organise and promote attendance to national/international study days, lectures and meetings on Complex Nutrition

 **CLINICAL/SPECIALIST KNOWLEDGE** 1. Working within the existing Complex Nutrition CNS team to design and implement evidence-based protocols and guidelines for use locally and nationally using existing and robust evidence.

 1. Liaise with and refer to a range of professionals providing specialist advice regarding the ongoing care and management of complex nutrition patients. This will be carried out via case conference, home visit, school and nursery visits or by letter, report, telephone, virtual meetings or email.

 1. Provide specialised advice and information to support staff within a range of clinical areas to ensure that patient needs are assessed, care planned, implemented and evaluated and that there is consultation and involvement of patients/carers.

 1. Manage and maintain nurse specialist patient records within agreed standards, ensuring the quality of record keeping is within the NMC code of conduct.

 1. Implement specialised patient care pathways using advanced clinical reasoning and analytical skills.

 1. Provide specialist nutrition advice to patients & families in an empathetic and supportive manner, often relaying very sensitive and complex information.

 1. Initiate patient referrals to other health care professionals and outside agencies as appropriate.
2. Establish and maintain close working relationships with the gastrostomy/stoma nurse specialists ensuring effective communication regarding patients on enteral nutrition.
3. Autonomously assess Complex Nutrition patients and refer appropriately if the patient's clinical condition changes or new concerns arise.

 1. Order radiological investigations within protocol guidelines.

 1. Order laboratory tests (haematology, biochemistry and microbiology blood and body fluid specimens) within monitoring guidelines for children receiving complex artificial nutrition

 1. Perform blood sampling from a central venous catheter ensuring that local policy and procedures are adhered to.
2. Develop skills in nasojejunal tube insertion adhering to local policy and procedure.

 1. Work in collaboration with the current Complex Nutrition CNS team to create specialised programmes of care/care packages and provide highly specialised advice concerning complex nutritional therapies.
2. Ensure parents are fully informed about indications for treatments, investigations, drugs, dosage, side effects and monitoring schedules.

 1. Have a specialist working knowledge of external agencies procedures and documentation to support families with complex social needs.

 1. Provide intensive specialist support, information and advice in times of crisis - diagnosis, first hospital admission, change in condition, adolescence/transition, transplant, terminal care, and bereavement.

 1. Motivate, negotiate and reassure to encourage patients and carers to comply with essential treatments.

 1. Communicating complex patient and parent education for disease information, indications for treatment, drug therapy, side effects and disease /drug monitoring.

**RESEARCH** 1. Participate in agreed research relevant to role and specialty.
2. Promote research awareness and participate in audit on a regular basis
3. Maintain high standard of research based care to patients to ensure clinical practice procedures and standards of care are based, where available, on current research findings.

CLINICAL GOVERNANCE **1.** Every employee, contractor or self-employed person working on the Queen Elizabeth University Hospital (QEUH) site has a legal duty to take all reasonable care for their own health and safety as well as that of others who may be affected by their acts or omissions.1. Working in conjunction with the current Nutrition CNS team, supports on the implementation and maintenance of policies, strategies, procedures, standards and protocols within the Complex Nutrition Service.
2. Adheres to all policies and protocols to ensure the delivery of the highest level of patient care at all times.
3. Actively pursues opportunities for professional networking with Nutrition Nurse Specialists locally, nationally and internationally to share clinical developments, innovations and experiences.
4. Functions as part of the nursing service within paediatric Gastroenterology through effective communication with multi – professional practitioners, professional leads, managers and patient representative groups.
5. Actively pursues opportunities for networking with colleagues in the adult field to ensure continuity of care and seamless transition to adult services.
6. Diffuses where possible and responds to complaints as required providing reports and implementing changes to practice as necessary.
7. Actively involved in meetings of the GGC Central Venous Line (CVL) Committee.
8. Actively involved in audit and research within the Complex Nutrition Service.
9. Participates and attends (where possible) National Paediatric Parenteral Nutrition Nurse Group Meetings.

ORGANISATIONAL1. Responsible to the GI CNS Co-ordinator for clinical guidance, operational work review and for formal appraisal of performance.
2. Working in conjunction with the current Nutrition CNS team, and the Gastroenterology Data Manager support the formulation of an annual report outlining the year`s activities with the Complex Nutrition CNS service.
3. Actively involved in weekly MDT Complex Nutrition team meetings.
4. Work in conjunction with the current Nutrition CNS team to evaluate the ongoing needs to the Complex Nutrition Nursing service and plan/shape for future expansion.
5. Work within all Human Resource policy frameworks.
6. Actively diffuse challenging situations and recognise the importance of resolving complaints effectively at local level intervening as appropriate.
7. Report adverse events and critical incidents to senior nurse manager and ensure completion of appropriate documentation, training less experienced staff on reporting procedures.
8. Co-Ordinate the discharge of patients receiving complex nutrition therapies liaising with community health providers.
9. Responsible for managing, arranging, recording and monitoring own activity and practicing effective time management.
10. Organises and orders necessary supplies for patients being discharged home on complex nutrition therapies.

**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 and continuously improve own knowledge, following PREP guidelines.
3. Implement/conduct clinical evidence based practice in accordance with national guidelines and clinical standards.

 4. Act as an exemplary professional and role model within speciality.**PERSONAL DEVELOPMENT** 1. Participates in ongoing professional development as agreed with Team Lead to address own education and training needs in relation to specific role.. 2. Participate in an annual personal development process.1. Professionally accountable for ensuring legislative requirements are met in relation to post registration education and practice.
2. Participates in regular mandatory training to meet professional and clinical requirements of role.
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| **6. SYSTEMS AND EQUIPMENT****6A.Equipment:**The post holder is required to remain cognisant of equipment and supply usage for all patients at home who have Complex Nutritional Care needs inclusive of those on home parenteral nutrition, and enteral feeding. The post holder maintains up to date knowledge of equipment and ancillaries required for these therapies including:1. parenteral nutrition infusion devices, e.g. volumetric infusion pumps, portable ambulatory infusion pumps
2. parenteral nutrition infusion administration sets dedicated to infusion pumps, anti-siphon devices, in-line filters
3. needles, syringes, needleless systems
4. central venous access devices
5. sterile gloves: vinyl, latex free
6. detergents and disinfectants: general purpose cleaning detergent, 70% alcohol, chlorohexidine 0.5% in 70% alcohol
7. clinical and non-clinical waste disposal
8. sharps containers
9. mannequins with central venous access devices/ enteral feeding devices
10. Enteral nutrition infusion devices
11. Giving sets and extensions
12. All types of enteral feeding tubes including NG/NJ/Gastrostomy/Gastro-jejunostomy devices
13. Placement of and care of nasal tube retaining devices.

**6B**.**SYSTEMS:**1. Microsoft office 365 Applications eg. Outlook, Teams, Excell, Power Point
2. GGC Electronic patient management systems
3. Attend Anywhere platform
4. PACS
5. Web based SOPs
6. Adverse event reporting software

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| **7. DECISIONS AND JUDGEMENTS**1. Work autonomously without direct supervision on a day-to-day basis, but is accountable to team lead.2. Make autonomous decisions regarding patient care within clinical/professional guidelines and as part of multidisciplinary team.3. Demonstrate anticipatory skills for a wide range of complex situations, responding to and amending care as appropriate.4. Provides clinical expert advice on matters related to clinical role and competency level.5. Initiate complex discussion that requires analysis, interpretation and comparison within a range of options.6. Judge and assess the skills and competencies of those being trained in the use, preparation and administration of parenteral nutrition/ complex enteral nutrition.7. Provide expert evaluation of equipment and supplies e.g. need for replacement and suitability for home use. 8. Identify and communicate any difficulties within the family unit of a child/ young person at home who has complex nutrition needs and, where possible, finds solutions or refers onto appropriate personnel.9. Independently plans, prioritises and co-ordinates activities for staff/ carers participating in training and development programmes.10. Carries out home assessment to assess suitability for the provision of home parenteral nutrition.11. Referral of child/young person to specialists in other professions allowing the child/ young person to receive the best medical care available covering all aspects of health.12. Carries out assessment of parent/carer's ability to prepare and administer parenteral nutrition/ complex enteral nutrition. |
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| **8. COMMUNICATION AND RELATIONSHIPS**1. Use highly developed communication skills to communicate and liase with the child/ young person, their relatives and the multidisciplinary team involved in the provision of care.
2. Demonstrate the ability to ensure that the correct information has been given and understood by patients, families and the wider MDT.
3. Communication can be verbal, written or electronic. All communication is underpinned by the general rules of professional accountability, Data Protection Act, Caldicott legislation and the Human Rights Act.
4. Use all communication systems within area of remit with child/ young person, their relatives and the MDT.
5. Seek, receive, and interpret patient and other information through communication with all members of the extended MDT as identified in section 4 – Scope and Range.
6. Demonstrate higher level listening skills and enhanced communication skills.
7. Deliver education and training on the specific care of Complex Nutrition patients to a wide audience including medical and educational personnel.
8. Conduct all communication in a professional, respectful and non-discriminatory manner in the workplace.
9. Motivate and negotiate when appropriate to encourage patients and their families to comply with essential treatments.
10. Provide and receive complex, sensitive or contentious information and deal with barriers to understanding and highly emotional events for the child and family.
11. The post holder initiates and leads discussion with:

**INTERNAL** * The patient, their relatives and carers
* Staff organisations:

MedicalNursingLaboratoryPharmacyOperationalCommunity Children’s Nursing Team * Other Professionals involved in the provision of care

 **EXTERNAL** * Primary Healthcare Team.
* Tertiary services
* Other relevant external agencies
* Education establishments
* Council services
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| **9.PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB.**The following list demonstrates examples and is not exhaustive:Every employee, contractor or self employed person working on the QEUH site has a legal duty to take all reasonable care for their own health and safety as well as that of others who may be affected by their acts or omissions.Working autonomously and keeping to time on scheduled clinics In the out patient face to face and virtual setting.Moving and handling of patients and their equipment.Standing/walking through acute areas.Documentation of vast amounts of information in the management of complex care packages.Home/School/Outside agency visits.Flexibility in hours to meet the demands of the Complex Nutrition Nursing Service.Occassional requirement to manoeuvre patients usings trolleys/wheelchairs.Frequent VDU use.Driving in adverse weather conditions and for long periods in remote areas.Transferring education/training materials from office space to other teaching venues.Working over fixed height cots and chairs administering medications, changing infusions, placing devices.MENTAL DEMANDS OF THE JOB:1. Managing a complex and intense workload with competing priorities.
2. Problem solving skills and the ability to make quick decisions when under pressure.
3. Adapting to rapid changing needs of the patient group.
4. Intense concentration required when checking documentation/patient notes and calculating drug dosages/fluid volumes whilst subject to frequent interruptions from patients/relatives/family members/team members.
5. Intense concentration and enhanced communication skills to formulate a clear clinical picture of a child`s health needs when responding to parental contact.
6. Requirement for prolonged periods of intense and complex conversation when assessing and evaluating children on a daily basis.
7. Responding to frequent interruptions day to day.
8. Retention and communication of knowledge and information.
9. Managing competing priorities day to day.
10. Appropriate risk assessment when carrying out visits off site.
11. Effective and prompt complaint handling.

EMOTIONAL DEMANDS OF THE JOB:1. Empowering patients and carers to make difficult decisions with regard to treatment options.
2. Providing intensive support and advice to distressed/worried patients and carers during all stages of Complex Nutrition Management.
3. Dealing with patients and carers during times of clinical crisis.
4. Frequently required to respond in a sensitive but informative manner to awkward and difficult questions from patients and their parents/carers.
5. Communicating with distressed/anxious/worried patients, parents and relatives.
6. Provide support and empathy for patients and their parents/carers.
7. Dealing with the emotional demands associated with a patient group who have a chronic condition.
8. Working within an MDT where priorities may be different and taking action to resolve conflicting demands if required.

ENVIRONMENTAL AND WORKING CONDITIONS1. Frequent exposure to biological samples eg. Blood, urine samples taken in compliance with GGC policies.
2. Frequent handling of IV drugs and the potential for exposure to needle stick injuries.
3. Frequent exposure to faeces and smell.
4. Frequently deals with challenging situations involving families.
5. Frequently deals with limitations of available resources.
6. Comply with GGC policies and manufacturers recommendations when using equipment (eg. Infection control, moving and handling, H&S).
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| 1. **MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**
2. Frequently dealing with a highly unpredictable and highly complex caseload of patients with diverse physical and psychological needs.
3. Continual reassessment and re-evaluation of patients regarding their specific health care needs and treatment plans against competing priorities.
4. Empowering patients and carers to develop realistic goals and self-management of their chronic condition.
5. Promoting positive health outcomes for children and young people with Complex Nutritional Care needs.
6. Achieving a balance between demands of patient care and existing resources.
7. Balancing patient contact and prioritising a busy and demanding case load.
8. Frequently dealing with aggression and confrontation from families.
9. Maintaining up to date clinical skills and knowledge.
10. Frequently dealing with complex sensitive and contentious information when working as part of an MDT across multiple specialties.
11. Advising and training persons involved in the patients care who have no previous experience or medical background.
12. Motivating staff to attend training sessions and achieve agreed outcomes.
13. Safeguarding concerns.
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| **11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRE TO DO THE JOB**SEE PERSON SPECIFICATION.  |

**PERSON SPECIFICATION: Paediatric Complex Nutrition Clinical Nurse Specialist**

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|  | **ESSENTIAL** | **DESIRABLE** |
| **Professional Qualifications** |  |  |
| First Level Registered Nurse on the NMC Register with a current Paediatric qualification | **✓** |  |
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| **Education**  |  |  |
| Evidence of continuing personal and professional development,  | **✓** |  |
| educated to degree level | **✓** |  |
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| **Knowledge/Experience** |  |  |
| Significant, current and relevant clinical experience in an acute or primary care clinical environment. | **✓** |  |
| Post registration clinical experience which at is at band 5 |  | **✓** |
| Experience of conflict and complaints handling | **✓** |  |
| Knowledge of current research regulations and governance requirements. | **✓** |  |
| Knowledge of child protection systems | **✓** |  |
| Knowledge of health and safety systems | **✓** |  |
| Knowledge of risk assessment systems | **✓** |  |
| Knowledge of control of infection systems | **✓** |  |
| Track record in mentorship and preceptorship |  | **✓** |
| Teaching experience |  | **✓** |
| Knowledge of clinical incident reporting systems | **✓** |  |
| Experience of standard setting and auditing |  | **✓** |
| Experience of policy development |  | **✓** |
| Evidence of undertaking audit |  | **✓** |
| Evidence of applying evidence based practice | **✓** |  |
| Research experience |  | **✓** |
| Able to use evidence in practice and teaching | **✓** |  |
| Knowledge of community nursing and resources (if appropriate) | **✓** |  |
| Knowledge and awareness of interagency structure | **✓** |  |
| Experience of working effectively in a MDT with key responsibilities within the team. |  | **✓** |
| Experience of interagency work | **✓** |  |
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| **Skills**  |  |  |
| Manual handling skills | **✓** |  |
| Resuscitation skills | **✓** |  |
| Mentorship and preceptorship skills |  | **✓** |
| Excellent communication skills in all methods of communication | **✓** |  |
| Evidence of management skills |  | **✓** |
| Ability to use IT systems proficiently including Microsoft Office, electronic patient management systems and web-based technologies. | **✓** |  |
| Time management skills/ability to prioritise workload across different clinical areas and projects e.g. clinical trials. | **✓** |  |
| Evidence of clinical skills, training and ability to demonstrate competencies in e.g. venepuncture, cannulation, ILS, IV drug administration. |  | **✓** |
| Blood product administration |  | **✓** |
| Car driver with valid license | **✓** |  |
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| **Qualities** |  |  |
| Ability to work as part of a team | **✓** |  |
| Pleasant and positive attitude | **✓** |  |
| Ability to motivate others | **✓** |  |

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| **12. JOB DESCRIPTION AGREEMENT** |
| **Job Holder’s Signature:** |  | **Date:** |  |
| **Head of Department signature**  |  | **Date:** |  |

March 2025