

Job Description

Title: Bladder and Bowel Clinical Nurse/Pelvic Health Physiotherapist Lead

Grade: 8a

Fixed term contract/ maternity cover for 12 months

Hours: 37.5 hours per week

Annual Leave: 27 days per annum increasing to 29 days after 5 years NHS service and 33 days after 10 years NHS service

Department: Bladder and Bowel Care Service

Responsible to: Speciality Service Manager Long Term Conditions and Prevention

POST SUMMARY

The post holder will demonstrate a high level of expertise within the Bladder and Bowel Care Service providing advice, education and support to staff, patients, their families and carers.

The post holder will be practising autonomously as an advanced clinical practitioner within the specialist area of bladder and Bowel care to provide patient-centred clinical care. This will encompass the skills of advanced clinical assessment, examination, diagnosis and treatment within an agreed scope of practice throughout the directorate.

The post holder will support new ways of working that emphasises a more efficient and patient focused service, and will ensure the safe treatment, referral and discharge of patients with undifferentiated and undiagnosed presentations in their area.

Responsibility for leading the on-going development of clinical practice and standards of care within the service, including the development of policies, procedures, protocols and guidelines in collaboration with multidisciplinary colleagues.

The post holder will deliver a 90% clinical component to their role and 10% related to appraisal, clinical audit, teaching, continuous professional development and research.

MAIN DUTIES

Clinical

1. Work autonomously as an advanced practitioner within the bladder and bowel care service, managing a caseload of patients delivering individualised direct patient care.
2. Direct responsibility for assessment, examination, investigation and diagnosis of patients within their area of work.
3. Appropriately treat patients, resulting in the safe management and appropriate referral or discharge of patients with undifferentiated and undiagnosed presentations.
4. Receive referrals via a variety of sources, including direct patient referral. Manage own caseload and clinical priorities according to agreed protocols and working practices.
5. Participate in multidisciplinary team meetings as required

6. Undertake a variety of clinical skills and provide treatment/ advice as per speciality and scope of practice. Using agreed protocols of clinical practice and professional guidelines. This service may be provided in community or home care settings.
7. Within scope of practice and clinical competence request and / or undertake diagnostic procedures and clinical investigations related to plans of care
8. Utilise scope of practice to undertake Non-Medical Prescribing role and provide advice on medicine management issues associated with the patient specialty group. Work within Trust policy for Medicines Management
9. Utilise advanced knowledge and skills relating to the speciality to provide specialist advice to other members of the multidisciplinary team on the basis of patient assessment.
10. Provide a seamless, high quality service from referral through to assessment, diagnosis, treatment and review, referring to other specialists as required. Provide guidance to staff, patients and their families and carers on pathway navigation
11. Lead in the development and updating of referral guidelines and policies for the service.
12. Use highly developed communication skills to effectively communicate with colleagues, patients and their relatives/carers, making reports and liaising as required with medical staff and other members of the multidisciplinary team both verbally and in writing.
13. Use professional judgement to act as an advocate for patients to ensure a patient focused approach to the delivery of care. Support and enable patients and carers to make informed decisions relating to their treatment and management. Escalate any concerns via the nursing / professional structures as required
14. Work towards safe and timely discharge and/ or transfer of care of patients from or between hospitals and services and healthcare professionals, ensuring barriers to discharge / transfer are identified and acted upon appropriately.
15. Report and raise concerns related to Safeguarding, accessing advice and support as required. Be conversant with Trust policies for safeguarding including the assessment of mental Capacity, and consideration of Deprivation of Liberty Safeguards(DOLS) and the application of the principles of Prevent (counter terrorism awareness)
16. Ensure effective and accurate verbal or written handover of patients between healthcare professionals
17. Ensure that high standards of all documentation are maintained, with accurate, complete and up-to-date information regarding patient care are kept in accordance with Trust standards.
18. Monitor the quality and standard of care provided by all members of the team and all staff in clinical areas. Identifying any skills or training gaps and escalating to the appropriate Senior Nurse or Matron.
19. Undertake training to develop further advanced clinical practice roles required by the service in order to provide a high standard of patient care.
20. Practice within the scope of professional registration (i.e. NMC, HCPC)

Professional Leadership & Management

1. Provide highly visible and accessible professional leadership and demonstrate expert knowledge and standards of clinical practice
2. Lead and develop a defined area of Advanced Clinical Practice within the designated area of practice, promoting interdisciplinary team and collaborative working practices
3. Meet regularly with team members as a team and on an individual basis as required to support their personal and professional development

4. Promote team working, build rapport and collaborative working practices with multidisciplinary team. Liaise with inter-hospital departments and personnel across organisational and professional groups. Ensuring effective communication and interpersonal skills with other disciplines and organisations.
5. Act as a clinical role model demonstrating high standards of advanced clinical practice and provide support or advice to other staff when necessary
6. Lead and support the development of the role according to changing patient's needs, service requirements and evidence base practice.
7. Lead and actively participate in service/ departmental projects, quality initiatives and statutory accreditation processes. This will include the setting and monitoring of clinical standards of care.
8. Ensure that all resources are managed in an efficient and cost-effective manner to achieve maximum effect for patients and staff.
9. Adhere to all relevant Trust policies and procedures and to ensure that they are correctly implemented.
10. Lead in the implementation of multidisciplinary service objectives that reflect Trust strategies for patient care.
11. Demonstrate effective leadership skills, supporting the senior management team (Nurse Consultant/ Lead ACP/ Matron/ Clinical Director) in service development and lead as delegated on the implementation of any of these changes.
12. Monitor standards and maintain high quality care. Report any clinical incidents via the Trust electronic reporting system and escalate issues promptly and appropriately
13. Utilise the highest level of interpersonal and communication skills when dealing with complex, sensitive or emergency situations.
14. Maintain an awareness of professional and ethical issues to ensure care is delivered in a professional timely and courteous manner by all members of the team, respecting the different spiritual and cultural backgrounds of colleagues, patients and relatives.
15. Escalate any concerns or complaints promptly
16. Participate in the recruitment and selection of staff.
17. Responsibility for completing or delegating the preparation and daily review of staff duty rota's, ensuring that the team provides most effective service provision.
18. Accountable for own practice, acting at all times within the Professional Code of Professional Conduct (NMC, HCPC, CSP)
19. Maintain a working knowledge of local and national professional policy and strategy.
20. Attend and when required chair multidisciplinary meetings as a representative of the service. Ensure minutes and agreed actions are communicated to stakeholders according to agreed timescales

Education & Training

1. Act as an expert educational resource for clinical staff, patients, and carers by providing formal and informal education. Promote and develop a positive learning environment throughout the Trust.
2. Act as mentor/ assessor to staff members and students as required, providing educational advice and support. Ensure wards / departments can access appropriate training support and guidance.
3. Lead and actively participate in the delivery of educational programmes for all grades of nursing, medical and allied health professional staff.
4. Provide support and guidance to all levels of ward staff in their clinical role.

5. Ensure that pre and post registration students receive appropriate learning experience whilst allocated to the directorate.
6. Participate in provision and identification of in-service training need for all team staff.
7. Participate in education and practice development on a Trust wide basis liaising with Trust wide educational leads to ensure overall Trust educational objectives are delivered
8. Recognise the limits of own professional practice and competence, undertake further training and academic qualifications as required to maintain own specialist knowledge
9. Take responsibility for ensuring personal and completion of any statutory or mandatory training as required for. Informing line manager if there is any deviance from training attendance
10. Adapt clinical knowledge and skills to different clinical settings.
11. Participate in the annual appraisal process, delegating duties to team members as appropriate to ensure all staff within the team have personal development plans which support revalidation
12. Maintain close links with local HEI's and participate in in the development and delivery of new and established advanced practice programmes

Research & Audit

1. Participate and where required lead or assist in research projects as required, disseminating and ensuring utilisation of research results to change practice.
2. Utilise research findings in the delivery of advanced clinical patient care, developing new ways of working.
3. Be aware of research /trials being undertaken within the specialist field of practice
4. Participate and where required lead audit projects as required by the specialty, involving collating, analysing and reporting on results of the audit process.
5. Provide support, encouragement and advice to nursing staff undertaking audit and research.
6. Assist in the testing and evaluation of new equipment within the clinical area.
7. Collate, analyse and present reports on varying aspects of the speciality activity as required by directorate or divisional team
8. Ensure the results of audit and research conducted by the team are disseminated at local, regional and national level.
9. To share best practice; through publications and attendance/presentation opportunities at conference level.

Quality & Safety

1. Support the maintenance of KPI's NHSLA compliance, CQC compliance and local and national clinical governance initiatives in close collaboration with the directorate senior nursing, medical and management and in collaboration with clinical governance teams.
2. Maintain improvements in patient safety by supporting implementation of patient safety initiatives, prompt and appropriate response to complaints resolution and escalation where appropriate

3. Ensure patient safety by escalating any risks with staffing or service provision to directorate management team
4. Report any issues with quality and safety immediately to Matron or Clinical Director
5. May be deployed to work in any part of the Trust should the need arise to ensure patient safety is maintained
This job description is not exhaustive and is seen as a guideline for the post.

This job description will be subject to review and amendment, in consultation with the post holder, to meet the changing needs of the service and the organisation

Revalidation and Registration

It is the responsibility of all staff registered with a professional body to:

- Act within the Professional Bodies Code of Practice
- Maintain their own work profile to ensure revalidation standards are met and assist junior registered staff in achieving revalidation.
- Contribute and participate in the development of colleagues professional practice across the trust through leading ward and/or department projects and supporting training.
- Ensure optimum use is made of working time.

Equal Opportunities

Our latest policy known as “Promoting Equality, Diversity and Human Rights” outlines the Trust’s commitment to ensuring that no job applicant or employee receives less than favourable treatment on grounds of sex, marital and civil partnership status, gender reassignment, pregnancy and maternity, race, colour, creed, religion or belief, physical disability, mental health, learning difficulty, age or sexual orientation and is not placed at a disadvantage by conditions or requirements that cannot be shown to be justifiable.

For more information about our policy and commitment to equality, click:
<http://www.whittington.nhs.uk/default.asp?c=10505&q=equality> ”

Infection control

All staff have a responsibility to prevent and control infections within the Whittington. This includes ensuring personal and team compliance with all relevant policies, especially hand hygiene, the trust dress code, and MRSA screening policies.

Working patterns

The Trust is currently exploring ways in which patients can be given more choice about when they can attend appointments at the hospital. In order to make this possible there may be a future requirement for administrative staff scheduling appointments for patients to contact them by telephone in the evenings or at weekends. This means that administrative staff may be required to work a shift pattern in future.

Shifts will not normally operate beyond 9 pm in the evenings and appropriate pay enhancements will apply. Staff will be consulted about the introduction of / changes to shift systems.

Staff working in any department where an on 'call rota' operates will be required to participate in the rota. Managers will discuss with staff the level of 'on call' cover required taking into account their individual circumstances.

Staff in nursing posts may be requested to work in any area throughout the Trust by the matron or the site manager.

Health & Safety Policy

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act 1974, to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors.

Safeguarding

To comply with the Trust's Safeguarding Children and Adults policies, procedures and protocols. All individual members of staff (paid or unpaid) have a duty to safeguard and promote the welfare of children, young people and vulnerable adults This will require you to:

- Ensure you are familiar with and comply with the London Child Protection Procedures and protocols for promoting and safeguarding the welfare of children and young people.
- Ensure you are familiar and comply with the Safeguarding Vulnerable Adults Pan London Procedures.
- Ensure you are familiar and comply with local protocols and systems for information sharing.
- Know the appropriate contact numbers and required reporting lines.
- Participate in required training and supervision.
- Comply with required professional boundaries and codes of conduct

Whittington Health is committed to safeguarding all children and vulnerable adults and expects all staff and volunteers to share this commitment.

Data Protection

This post has a confidential aspect. If you are required to obtain, process and/or use information in any format whether electronic or paper based, you should do so in a fair and

lawful way. You should hold data only for the specific registered purpose and not use or disclose it in any way incompatible with such a purpose and ought to disclose data only to authorised persons or organisations as instructed. Breaches of confidence in relation to data will result in disciplinary action, which may result in dismissal.

Confidentiality

You are required to maintain confidentiality of any information concerning patients or staff which you have access to or may be given in the course of your work, in accordance with current policy on confidentiality at Whittington Health.

Whittington Mission, Vision and Goals

We have an excellent reputation for being innovative, responsive and flexible to the changing clinical needs of the local population. We are treating more patients than ever before and are dedicated to improving services to deliver the best for our patients.

Our mission

Helping local people live longer, healthier lives.

Our vision

Provide safe, personal, co-ordinated care for the community we serve.

Our goals

We have developed six key strategic goals to make sure we continue to support people to live longer, healthier lives.

- To secure the best possible health and wellbeing for all our community
- To integrate and coordinate care in person-centred teams

- To deliver consistent, high quality, safe services
- To support our patients and users in being active partners in their care
- To be recognised as a leader in the fields of medical and multi-professional education, and population-based clinical research
- To innovate and continuously improve the quality of our services to deliver the best outcomes for our local population

Whittington Values

Our values underpin everything we do. Our staff are committed to delivering the following values in everything they do.

Our ICARE values have been created by our staff and are embedded in our appraisal and planning processes and form part of our staff excellence awards.



Carbon Reduction

All staff have a responsibility to contribute to a reduction in the organisation's carbon footprint. You should actively encourage others through your own actions to reduce their contribution to carbon emissions. This includes switching off electrical appliances that are not in use, turning down heating, closing windows, switching off lights and reporting carbon waste.

Security

It is the responsibility of all employees to work within the security policies and procedures of the Whittington Health NHS Trust to protect the patients, staff and visitors and the property of the Trust. This duty applies to the specific work area of the individual and the Hospital in general. All staff are required to wear official identification badges.

No Smoking

Whittington Health promotes a No Smoking Policy as part of employee's healthy living style. You will be required to work within the framework of this policy. Smoking is not permitted within Whittington Health premises.

Method of Payment

Payment of salaries is made into your bank account/building society account by direct bank system. Details of a bank account or building society account will be required on the first day at work. There is no facility for any other form of payment.

Probationary Period

Employment at Whittington Health is offered subject to successful completion of a 6 month probationary period for all staff with the exception of GMC Registered Doctors.