

Inflammatory Bowel Disease Nurse specialist

JOB DESCRIPTION

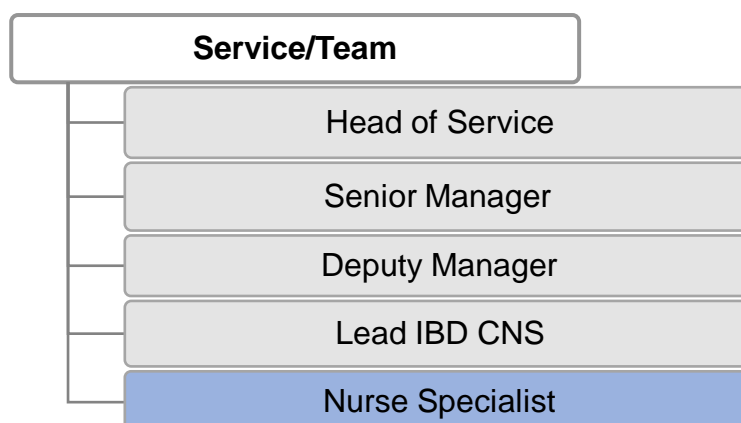
Job Title:	Inflammatory Bowel Disease Nurse specialist
AfC Band:	6
Directorate/Service:	Gastroenterology
Accountable To:	Directorate Manager
Responsible To:	Lead IBD CNS Jo Taylor
Base Location:	Fairfield General Hospital Gastroenterology
On-Call Requirement:	NO
AfC Job Code:	

Values

Three values are at the heart of our organisation: **Care, Appreciate** and **Inspire**.

Our values and behaviours define what's important to us as we work alongside each other and with our patients and service users. They also shape what it feels like to work at the NCA and will be central to your development and performance conversations. Together, we will create a culture where care, appreciation and inspiration thrive.

Structure Chart



Job Summary

Main purpose of the job: Highly motivated, hardworking team player required to join our friendly Inflammatory Bowel Disease team, based at Fairfield general hospital although will be required to work across sites on a daily basis to fulfil your job role

Key Role and Responsibilities

- To work within the Multidisciplinary team to provide a consistently high quality specialist service for patients with Inflammatory Bowel Disease (IBD).
- To provide support, supervision and education for patients, carers and relatives.
- Participate in teaching and act as a resource for Staff and outside agencies
- To actively participate in the development of an IBD nursing service across the Trust.
- Assist in providing rapid access care via our IBD Flareline for chronic disease patients, their carers and General Practitioners (GPs) offering advice, support and direct access to the Gastroenterology service.
- Initiate or change medication as per agreed protocols.
- Have an active role in presenting IBD pts in a Multi-disciplinary setting
- Undertake nurse-led clinics for patients with stable IBD in the outpatients department following guidelines and agreed protocols. To include assessment, monitoring and evaluation of disease activity, ordering and interpreting specific tests where indicated.

Communications and Relationships

Act as advocate for the patient, at all times and especially during the IBD multi-disciplinary team meeting and the virtual biologics meeting

Work in partnership with the patient and family and other health care professionals in care/discharge planning.

Accept responsibility; be aware and able to locate all policies relating to good working practice within the clinical area and able to adhere to both by self and colleagues.

To ensure effective two-way communication with all disciplines so that patients receive optimum care.

Recognize the legal implications of nursing documentation therefore maintaining accurate and legible records of patient care in line with Trust policies and NMC Code of Conduct.

Adhere to the NMC Code of Conduct and Trust policies pertaining to patient confidentiality/ the Data Protection Act/Caldicott Recommendations.

Participate in team building/communication exercises so as to develop and consolidate a cohesive and supportive team.

Analytical and Judgmental Skills

As a Trust employee you are required to uphold the confidentiality of all records held by the Trust, whether patient records or trust information. This duty lasts indefinitely and will continue after you leave the trust employment.

All information which identifies individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 1998 Data Protection Act and should be managed in accordance with this legislation.

Planning and Organisational Skills

Time management is essential within the role

Able to work in a structured and unstructured way, managing own case load

Ability to plan and organise each day moving between clinics and the ward also managing the IBD Flareline on a rotational basis

Physical Skills.

To operate within Trust policy to use all barrier precautions when exposed to body fluids, including blood and faecal matter within the outpatient setting,

Must be able to operate a PC, as well as relevant electronic systems utilised within the department

Long periods of telephone communication and patient assessment requiring high levels of concentration

Responsibility for Patient Care

Provide a high standard of nursing care by assessing, planning, implementing and evaluating care for patients with IBD

Provide sensitive and complex information to patients and carers with empathy and reassurance promoting quality care for all patients'. (Screening for Blood borne viruses and giving patients results as part of biologic therapy assessment i.e. Viral Hepatitis and HIV, with empathy and understanding.)

Carries out all high levels of nursing care to complex patients without direct supervision, and liaison as necessary with senior team members

Deliver complex information and advice on aspects of living with a chronic disease including the use of complex therapies, surgical interventions and health promotion (including smoking cessation and cancer

Monitoring of patients on high cost Biologic medication

Responsibility for Policy/Service Development

Keep up to date with professional issues relevant to nursing practice within their area of clinical practice.

Openly question and challenge nursing practice in a constructive way so that standards of patient care are continually evaluated and improved, embrace new ideas and facilitate changes for the benefit of patient care.

Negotiate an area of clinical interest with Lead IBD Nurse and be proactive in developing own expertise and learning resources for all staff. Act as clinical resource within the ward team.

Act as an assessor/mentor to students and colleagues, guiding practice, assessing competence, enabling and supporting their learning.

To facilitate/participate in the induction programmes for each member of staff newly employed.

Continually monitor standards of care and contribute to improvement of care through benchmarking, audit and research.

To be aware of objectives and strategies at Local and Government level.

Responsibilities for Financial and Physical Resources

Demonstrate an awareness of effective use of resources and cost implications and ensure

At all time to fulfil economical use of resources

To have an awareness of cost implication of various medication and therapeutic strategies for IBD and incorporate this awareness into day-to-day practise

To be able to effectively utilise and manage available resources to meet service objectives

Responsibilities for Human Resources

The Trust operates a range of policies, e.g. Human Resources, Clinical Practice (available on the Trust intranet). All Trust employees must observe and adhere to the provisions outlined in these policies.

As a trust employee you are expected to work in accordance with the Trust's values

Responsibility for Information Resources

Ability to use all trust systems, ensuring Confidentiality at all times

Ability to access and use spreadsheets, databases to monitor patient care

Aware of your NMC code of professional conduct

Responsibilities for Research and Development

To actively participate in clinical audit of IBD management strategies and treatment outcomes, also continually monitor the clinical effectiveness of the role of the IBD Nurse Specialist.

To use audit findings to promote and drive change as appropriate and to actively disseminate good practice.

Base own nursing practice on evidence-based guidance

Comply with all reporting requirements, systems and duties of action put in place by the Trust to deliver research governance. The Trust manages all research in accordance with the requirements of the Research Governance Framework.

Promote user involvement in activities in the specialist area, leading to service improvement

Promote people's equality, diversity and rights

Freedom to Act

To be able to work independently, decision making and self-motivational

Always adhering to the NMC code of professional conduct

Partnership Working

To work closely within the Multi-disciplinary team

Liaise with the Gastroenterology ward for inpatients requiring support

Liaise with the infusion unit regarding monitoring and overseeing commencement of high cost Biologic medication

Equality and Diversity

The Trust provides a range of services and employment opportunities for a diverse population. As a Trust employee you are expected to treat all patients and work colleagues with dignity and respect, irrespective of their background.

Making Every Contact Count

Front line staff are in an ideal position to offer support and advice on how to improve health and wellbeing

Staff should use their interactions with the public to give them additional advice on health and wellbeing

Staff will be given training and support to help them to signpost people to other services which may improve their health and wellbeing.

Health & Safety

To be aware of local policies within the department and ward setting

All people (including consultants) who manage others

You are accountable for the effective deployment of activities that ensure that your department/ward/clinical team is reducing hospital acquired infection. You will ensure that you and your staff comply with the Trust's policies on infection, prevention and control. You will ensure that you and your staff receive the training required to maintain competence to execute the Trusts policies on infection, prevention and control. You have a responsibility to bring deficiencies in the deployment of such policies to the attention of your line manager.

General Staff (including junior doctors/volunteers/contractors/honorary contract holder/locums/agency bank

You have a personal responsibility to support your department/ward/clinic in reducing hospital acquired infection. You must comply with the Trust's policies on infection, prevention and control and maintain your competency to effectively discharge your responsibilities. You must bring deficiencies to the attention of your manager.

Safeguarding

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. You will be expected to fulfill your mandatory safeguarding training at the level applicable to this role.

Code of Conduct

Professional staff that have a national Code of Conduct are expected to adhere to that Code and failure to do so could result in disciplinary action being taken. Staff who do not have a regulatory body are expected to conduct themselves in a professional manner and in line with the Trust values and policies all time.

PERSON SPECIFICATION

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	Essential	Desirable
Essential Qualifications	<ul style="list-style-type: none"> • 1st level RGN • Teaching qualification • Evidence of ongoing professional development 	
Professional Registration	<ul style="list-style-type: none"> • 1st level Nurse with Current RGN registration 	<ul style="list-style-type: none"> • IBD MODULE
Knowledge, Skills & Abilities, Training & Experience	<ul style="list-style-type: none"> • Proven experience working with in a Gastroenterology setting • Experience of managing complex care needs • Ability to work in a structured and unstructured way • Ability to work independently and part of a team • Ability to travel between sites on a regular basis • Ability to work flexibly to meet the needs of the service • Advanced knowledge of the GI tract anatomy, physiology and disease processes • Knowledge of medication used in Inflammatory bowel disease • Competent IT Skills • Good organisational and time management skills 	<p>Experience of undertaking audit for formal research Published literature</p>

Living our Values

All colleagues are expected to demonstrate the NCA values and underpinning behaviours as you carry out your role.

Values	Behaviours (I will...)
CARE We listen and treat each other with kindness.	Provide the highest standard of care, with compassion and kindness.
	Communicate clearly, actively listen and be person centred.
	Seek to understand and empathise.
	Collaborate to deliver services that are safe and give confidence in our care.
APPRECIATE We value and respect each other's contribution.	Recognise and openly acknowledge how we all make a difference.
	Value and respect others and share in celebrating our successes.
	Treat people fairly, notice, champion and positively appreciate diversity.
	Provide constructive feedback to support growth and development.
INSPIRE We speak up and find ways to be even better.	Have a voice and act with integrity and honesty.
	Make time to learn, share and find new ways of working.
	Be positive, be open to change and empower others.
	Work with my team and other teams to agree and deliver best outcomes.

Appendix

The below details all the standard Trust requirements which must be incorporated within the role.

Infection Prevention
Employees will adhere to all Trust Infection Control policies and procedures which are relevant to the post and undertake any appropriate mandatory training. All colleagues will ensure that advice is sought from the infection control team as required and appropriate action is taken to minimise cross infection.
Safeguarding
The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment. You will be expected to fulfil your mandatory safeguarding training at the level applicable to this role.
Health and Safety
Employees must act in accordance with the Health & Safety at Work Act 1974, and subsequent legislation, under which they must take reasonable care to avoid injury to themselves and to others who may be affected by their work activities. Employees are required to co-operate with the Trust in meeting statutory requirements. Employees must not intentionally or recklessly interfere with, or misuse anything that is provided in the interest of the health, safety and welfare of colleagues, patients, and the general public.
Confidentiality and Data Protection
Employees are required to uphold the confidentiality of all records held by the Trust, whether patient records or Trust information. Unauthorised disclosure of any confidential information, or that covered by the Data Protection Act may result in disciplinary action.
Equality and Diversity
<p>All colleagues are required to understand the equality and diversity commitments and statutory obligations under the Equality Act 2010. You must act in ways that support Equality, Diversity, and Inclusion (EDI) and recognise the importance of people's rights in accordance with legislation, policies, frameworks, procedures, and good practice.</p> <p>Colleagues must recognise and report any behaviour that undermines equality under Trust policy and further EDI activity by:</p> <ul style="list-style-type: none"> • eliminating discrimination, harassment and victimisation

- advancing equality of opportunity between people who share a protected characteristic and those who don't
- fostering good relations between people who share a relevant protected characteristic and those who don't
- understanding the impact of policies, services and practice on people with different protected characteristics

Code of Conduct

Colleagues that have a national Code of Conduct are expected to adhere to that Code and failure to do so could result in disciplinary action being taken. Colleagues who do not have a regulatory body are expected to conduct themselves in a professional manner and in line with the Trust values and policies at all times.

Leadership and Development

We believe our colleagues play a vital role in delivering excellence, and that everyone has the ability to demonstrate leadership and make a difference. As a member of our team, we expect you to live the NCA values: Care, Appreciate and Inspire through your daily habits, to improve outcomes for patients, customers and service users across the system. In return we provide a range of development opportunities that help you to realise your potential and reach your professional best.

As you join us, you are required to attend our Corporate Induction, complete the Trust's mandatory training and participate in the NCA Accelerated Leader Development Programme if you are in a leadership or management role. Your annual My Time appraisal conversation helps to continually review your contribution and ongoing priorities through your Personal Development Plan, informed through a wide choice of development available to you.

Flexibility

This job description is not intended to be exhaustive, and it is likely that duties may be altered from time to time, in discussion with the post holder. This role profile is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.