

JOB DESCRIPTION

Job Title: Advanced Clinical Practitioner – SDEC & Acute Medicine

Band: 8a

DBS Disclosure: This post is subject to an Enhanced Disclosure and Barring Service Check

Reports to: Assistant Divisional Director of Nursing/Clinical Matron/Consultant

Accountable to: Divisional Director of Nursing and Quality

Key Relationships:

- Patients/Families/Carers
- Clinical Matron
- Consultant Physicians
- Consultant Medical staff
- Associate/Director of Operations
- Directorate Manager
- Clinical Governance Team
- Various Clinical teams
- Multidisciplinary team
- AMU/SDEC Ward Managers
- Emergency Department
- Clinical Audit teams
- Divisional Director of Nursing
- Assistant Divisional Director of Nursing

Job Purpose:

The post holder will and in accordance with the Trust Framework for Advanced Practice i.e.:

- The ACP will work in the SDEC and Acute Medicine and will have the knowledge to independently provide healthcare to patients of a diverse and undetermined

caseload, who may have highly complex and/or chronic presentations and who are acutely unwell.

- The post holder will develop an extended scope of practice beyond their primary profession including assessing and managing referrals to the SDEC, referring to other specialties, requesting and interpreting radiological imaging and other investigations commonly required, performing procedures including arterial blood gas sampling, paracentesis and lumbar punctures.
- The focus of care will be looking at a wide range of non-elective general medical admissions. It will be expected that they will work as part of a wide multidisciplinary team to deliver best possible care of the patient.
- Working autonomously in conducting clinical examination, formulating a working diagnosis and providing timely treatment interventions in accordance with their scope of practice. However, direct consultant supervision will be in place daily.
- Education and development is important to the Trust and in accordance the ACP will be assigned a supervisor who will be available to meet on a regular basis.
- Work as a high level practitioner with advanced clinical skills within an interdepartmental and/or multidisciplinary team primarily to ensure that patients within their sphere of clinical expertise receive holistic, timely and high quality clinical care.
- Exercise advanced clinical expertise, levels of judgement, discretion and decision making in clinical care, whilst maintaining a professional portfolio that supports their scope of practice.
- Provides expert professional advice to patients, carers and colleagues.
- Monitor and lead improvements to standards of care through; supervision of practice, clinical audit, implementation of evidence based practice, teaching and support of colleagues and the provision of professional leadership.
- Lead the implementation of new evidence based practice and contribute to the development of the evidence through research, audit and collaboration with clinical or academic staff.
- Contribute to clinical governance by leading quality improvement, audit and research projects as part of the multidisciplinary service-wide performance and quality agenda.
- Role model the Trust's values and behaviours, demonstrating a person-centred approach to service delivery and development.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES

COMMUNICATION/RELATIONSHIP SKILLS

- Act as a role model demonstrating high standards of holistic care and provide clinical leadership across the Trust for this specialist area.
- Acts as a mentor/clinical supervisor as appropriate.
- Frequently apply advanced skills in communicating complex, sensitive and emotive information to patients and carers. This includes discussion about diagnosis, disease progression or end of life.
- Provides and receive highly sensitive, complex or contentious information relating to patient care and communicates such information to patients, relatives with empathy providing reassurance as required.

ANALYTICAL/JUDGEMENTAL SKILLS

- Uses advanced analytical and judgemental clinical skills within a diagnostic process, and with reference to evidence-based practice and local protocols, to consider differential diagnosis in order to ensure the delivery of appropriate care.
- Makes operational judgements, manages conflicting views, reconciles inter and intra-professional differences of opinion and escalates for senior clinician review when required/appropriate.
- Identify own personal development needs to work as an advanced clinical practitioner and ensure these needs are met to maintain qualification at masters level to ensure currency and credibility.

PLANNING/ORGANISATIONAL SKILLS

- Delivers formal and informal teaching initiatives as part of the education strategy in collaboration with service leads to ensure practice development and improved care for patients.
- Maintains an active learning environment and have an ongoing teaching role across the multi professional team.
- Attends relevant clinical/professional meetings, seminars and conferences.
- With the support of the clinical leaders, makes representation as appropriate at various meetings, providing feedback to the organisation on clinical and professional issues which have an impact on care and standards of practice within their sphere of responsibility.
- Applies theory to practice through a clinical decision-making model.
- Applies the principles of therapeutics and safe prescribing.
- Plans and organises own specialist care packages for patients within their speciality remit which, will require formulation and adjustment as required in response to patient's conditions.
- Responds rapidly to changing priorities based on service need to meet patient requirements.

PHYSICAL SKILLS

- Use advanced analytical and judgemental clinical skills within a diagnostic process, and with reference to evidence-based practice and local protocols, to consider differential diagnosis in order to ensure the delivery of appropriate care.
- Dexterity and accuracy required in relation to clinical practice including ability to do fine motor tasks such as procedures previously mentioned.

PATIENT/CLIENT CARE

- Provides advanced level holistic practice to clinical area of practice, working collaboratively with all members of the multi professional team to meet the needs of patients.
- Ensures consistent high standard evidence based clinical intervention and decision making informed by local protocols and national guidelines.
- Works in accordance with the Trust Framework for Advanced Practice in undertaking advanced specialist skills in the assessment, planning, implementation and evaluation of care for patients referred. This includes managing episodes of patient care requesting and interpreting appropriate investigations within the scope of practice.
- Makes operational judgements, manages conflicting views, reconciles inter and intra-professional differences of opinion and escalates for senior clinician review when required.

- If a Non-Medical Prescriber, prescribe medications in accordance with personal scope of practice, national guidelines, Trust policy and service protocols.
- Advise patients, their carers and staff on the promotion of health and prevention of illness.
- Contributes to the co-ordination and effective management of admission and discharge processes taking a lead in areas of complexity.
- Applies specialist knowledge in providing advice and support to patients or carers to facilitate informed choice, self-efficacy, psychological adjustment and recovery.
- Conducts clinical risk assessments, commence secondary prevention, provide health promotion advice and plan post-hospital interventions for patients add speciality if appropriate in accordance with service protocols and Trust policies.
- Acts as a clinical expert resource in specialist field (Acute Medicine/SDEC).

POLICY/SERVICE DEVELOPMENT

- Contributes to the management of the specialist service by providing if required and when requested periodical reports as per divisional requirements.
- Participates in operational and strategic planning for the development and delivery of the service, including the development of evidence based clinical guidelines to promote good practice.
- Provides representation on Trust committees/meetings as required.
- Develops their leadership and management skills/pillar in order to ultimately be able to lead on specific practice and service developments or evaluations within a service strategy to which they also actively contribute as a senior clinician.
- Conducts, and lead on the quality improvement to ensure delivery of a safe high-quality service according to national guidance and best practice Trust policies, protocols and service strategy.
- Conducts clinical risk assessments, commence secondary prevention, provide health promotion advice and plan post-hospital interventions for patients add speciality if appropriate in accordance with service protocols and Trust policies.
- Acts as a resource for health care professionals working within the Trust, providing specialist advice and support concerning the assessment and management of patients
- Contributes to the management of the specialist service by providing periodical reports as per divisional requirements.
- Participates in operational and strategic planning for the development and delivery of the service, including the development of evidence based clinical guidelines to promote good practice.
- Develops protocols for specialist area considering impact on other services and develop policies as required.
- Demonstrates compliance with professional policies and procedures at all times, working to local and national evidence-based guidelines.

FINANCIAL RESOURCES

- Maximises the efficient use of resources and alert budget holders where treatment regimes change.

HUMAN RESOURCES

- Supervises clinical practice as appropriate of identified members of the clinical team which includes acting as a mentor/clinical supervisor. This includes being a key colleague for trainee ACPs.
- Provides representation on Trust committees/meetings as required.
- Supervise clinical practice as appropriate of identified members of the clinical team.

- Develops their leadership and management skills in order to ultimately be able to lead on specific practice and service developments or evaluations within a service strategy to which they also actively contribute as a senior clinician.
- Deliver formal and informal teaching initiatives as part of the education strategy in collaboration with the clinical lead to ensure practice development and improved care for patients.

INFORMATION RESOURCES

- Acts as a resource for health care professionals working within the Trust and primary care, providing specialist advice and support concerning the assessment and management of patients with add condition/speciality.
- Records personally generated information, maintains patient/client records to high information governance standards at all times.
- Records and processes research results and disseminate effectively at appropriate levels.
- Uses appropriate computer software in information analysis in relation to research data.
- Ensures effective documentation in reporting of incidents using the approved channel.

RESEARCH AND DEVELOPMENT

- Seeks out new knowledge by reading, enquiring and participating in continuing education and attend relevant clinical/professional meetings, seminars and conferences.
- Reviews and disseminate new information to relevant staff.
- Evaluates clinical practice in relation to its evidence base and clinical effectiveness.
- Participates in research within scope of professional practice, to include active participation in research and audit projects and Quality Initiative (QI) projects.
- Use audit skills to enable the specialist team and other health professionals to improve quality of care by undertaking audits of clinical practice and actively contribute to the implementation of the findings/recommendations.
- Acts as an expert practitioner within this specialist field.

FREEDOM TO ACT

- Utilises advanced clinical reasoning skills and assessment techniques autonomously in the context of their speciality.
- Interprets broad policy and establishes standards.
- Acts as a lead specialist within their sphere of expertise.
- Works within the code of conduct for NMC/HPCP/GPhC and professional guidelines.
- Is able to assimilate risk/benefits and rationalise decision making based on extensive knowledge skills and experience, recognising and acting on potential gaps in knowledge.
- Is able to seek out advice and support from consultant colleagues when required.

OTHER RESPONSIBILITIES

- To take part in regular performance appraisal.
- To undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling.
- To contribute to and work within a safe working environment.
- The post holder is expected to comply with Trust Infection Prevention & Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection.
- As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement

may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

Confidentiality:

- a) Each member of the Trust's staff is responsible for ensuring the confidentiality of any information relating to patients and for complying with all the requirements of the Data Protection Act whilst carrying out the duties of the post. Any breaches in confidentiality will be dealt with by the Trust's Disciplinary Procedure and may result in dismissal.

Health and Safety:

- a) Each member of the Trust's staff is responsible for ensuring that they carry out the duties of their post in accordance with all appropriate Health and Safety legislation, guidance and procedures and they do not, by any act or omission on their part, create a threat to the Health and Safety of any other person.

External Interests:

- a) Each member of the Trust's staff is responsible for ensuring that any external interest they have does not conflict with the duties of their posts and they must disclose the external interest if this is likely to occur, or if they are in doubt about a possible conflict of interest.

Mandatory Training:

- a) Each member of the Trust's staff has a statutory obligation to attend an annual fire lecture and all mandatory training as required.
- b) It is the responsibility of each member of staff to ensure that they comply with this legal requirement.

Flexibility:

- a) This job description is intended to act as a flexible guide to the duties of the post and therefore will require revision in consultation with the post holder to reflect the changing requirements of the post, to enable the Trust to achieve its corporate goals and objectives.

Physical Effort:

- a) Occasional requirement to exert moderate physical effort for short periods during a given time when moving and transferring patients using hoists and other lifting aids.
- b) Required to move patients on trolleys and in wheelchairs

Mental Effort:

- a) Required to concentrate when carrying out care.

- b) Work is generally predictable but occasional requirement to deal with unpredictable emergency situations.

Safeguarding:

- a) 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 its commitment.
- b) Vigorous recruitment checks are carried out on successful applicants who will be required to undertake Enhanced Disclosure and Barring Service Check (DBS).

Customer Service:

- a) Work collaboratively with others to improve customer service
- b) Work with patients and carers to develop and implement plans for improving customer care
- c) Monitor own performance against plans to improve customer service
- d) Monitor joint performance against plans to improve customer service
- e) Ensure that all measures are enforced regarding the prevention and control of infection within their areas.

Additional information

BTH is part of the Lancashire & South Cumbria NHS Collaborative, therefore all roles will be required to support system wide working across the Lancashire & South Cumbria regions.