

Practice Education Facilitator for Systematic Anti-Cancer Therapy

Job Description & Person Specification

A summary of the role responsibilities and person specification



University Hospitals
Bristol and Weston
NHS Foundation Trust

Why Our Trust?

Terms and conditions

Post – Haematology & Oncology Practice Education Facilitator specialising in Systemic Anti-Cancer Therapy [SACT]

Division – Specialised Services

Department – Haematology & Oncology Bristol Haematology & Oncology Centre

Band – AfC 6

Contract length – Full Time – Permanent

Annual leave – Up to 33 days dependant on NHS Service

Pension - The NHS Pension Scheme is a defined benefit scheme. Further details and outline of benefits can be found at: www.nhsbsa.nhs.uk/pensions

Job Purpose

The Bristol Haematology and Oncology Centre [BHOc] is a leading cancer healthcare provider committed to delivering exceptional patient care and promoting continuous professional development among its staff. We are currently seeking a highly skilled and motivated Band 6 Practice Education Facilitators to lead our chemotherapy service.

As a Band 6 Nurse Specialist Educator in Systemic Anti-Cancer Therapy [SACT] you will play a key role in the development and delivery of education and training programs related to SACT within our organisation. This position requires a thorough understanding of SACT practices and processes, excellent communication skills and a passion for supporting the ongoing professional development of nursing staff. Leadership skills are essential to guide and inspire a culture of continuous improvement and excellence.

About us

Our mission is to improve the health of the people we serve by delivering exceptional care, teaching, and research every day.

What you'll love about working here

UHBW has been rated by the CQC as 'Good' - our staff are proud to deliver excellent care. As a forward-thinking multi-award-winning Trust, our world-leading research and innovations are having a positive local and global impact. Our hospitals are spread across Bristol and Weston-super-Mare, join us and you can enjoy the very best of both worlds; city living within a stone's throw of the countryside or beside the seaside, both with easy access to all that the Southwest has to offer.

A digital exemplar- Being appointed as a Global Digital Exemplar means we can realise this vision by implementing digital technologies that will help us to transform the way we work and how we relate to our colleagues, patients, and partner organizations.

Sustainable healthcare - We have joined the international movement to declare a climate emergency, recognising the impact climate change is having on the world. Climate change is labelled as the greatest threat to health in the 21st century, with a range of conditions related to heat, cold, extreme weather and air pollution predicted to rise. To lead the way in healthcare the Trust has set ambitious goals to become carbon neutral by 2030.

Access to further opportunities with the Trust - Apprenticeships are a great way to learn and earn on the job. UH Bristol and Weston provide a range of apprenticeships to support a huge number of career opportunities in clinical and non-clinical support services with apprenticeships starting at level 2 through to level 7. As an organisation we encourage further development of all employees to progress upward within their chosen field.

Diversity & Inclusion

A core principle of the Trust is to ensure that patients and staff are treated with dignity and respect. Promoting equality, diversity and human rights and challenging any form of inequality, discrimination, harassment, or abuse are central to the Trust's Values.

'Committed to inclusion in everything we do' is the ambition set out in the Trust's Workforce Diversity & Inclusion Strategy. The Trust will not tolerate discrimination, harassment or bullying under any circumstances and particularly because of a characteristic protected by the Equality Act 2010.

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Main Duties and Responsibilities

Person-Centred Collaborative Working

- Provide advanced clinical support and guidance to nursing staff in the safe administration of SACT, addressing specific challenges related to different drug regimens
- Offer expertise in complex patient cases related to SACT, emphasising evidence-based practice and patient-centred care.
- Contribute to the development and implementation of quality improvement initiatives related to SACT administration, focusing on improving patient experiences and reducing errors
- Lead initiatives to assess and enhance the effectiveness of education programs through feedback and outcome measures, with a particular emphasis on ensuring the safe and efficient delivery of SACT treatments
- Ensure their practice and professional development remain up to date with the best evidence through the use of clinical guidelines and research findings
- Work effectively as part of a team, using their professional knowledge and skills, and drawing on those of their colleagues
- Act as an expert resource for other health and care professionals when dealing with complex clinical issues
- Work with other teams and agencies to develop information and support resources to ensure individual people living with cancer and palliative care needs receive information appropriate to their needs, involving users in information development
- Implement and inform local and national initiatives regarding the development of information and support resources

Leadership and Collaborative Practice

- Foster a culture of continuous learning and professional development within the chemotherapy nursing team, emphasizing the importance of staying updated on the latest SACT protocols and research
- Provide mentorship and guidance to junior staff, promoting leadership development within the nursing workforce
- Collaborate with nursing leadership to align educational initiatives with organisational goals and strategic priorities, particularly in advancing chemotherapy care
- Be organised with due consideration for people and colleagues, carrying out both clinical and non-clinical aspects of work in a timely manner, demonstrating effective time management within the constraints of the time-limited nature of healthcare
- Demonstrate leadership and resilience, managing situations that are unfamiliar, complex or unpredictable and seeking to build confidence in others
- Negotiate their scope of practice within legal, ethical, professional and organisational policies, governance and procedures, with a focus on managing risk and upholding safety
- Lead locally on implementing national guidance for services for people with cancer

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Developing Evidence-Based Practice and Improving Quality

- Develop, implement, and evaluate education programs for nursing staff involved in SACT administration, covering topics such as drug preparation, dosage calculations, and administration techniques
- Conduct training sessions, workshops, and simulations to enhance the knowledge and skills of nursing staff in SACT practices
- Ensure compliance with national and local guidelines in SACT administration
- Understand and utilise the evidence of best practice to inform own, and others, practice
- Use specialist knowledge to contribute to developing evidence-based policies and procedures
- Identify areas of the current service that could be developed, including identification of the gaps and potential opportunities
- Critically assess and address own learning needs, negotiating a personal development plan that reflects the breadth of ongoing professional development across the 4 pillars of clinical practice
- Act as a role model, educator, supervisor, coach and mentor, seeking to instil and develop the confidence of others, actively facilitating the development of others
- Establish, deliver and evaluate teaching/learning and development opportunities for the workforce providing general and specialist cancer care in a range of settings, including supervising and assessing those on clinical placements

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Personal Profile - (E) = Essential (D) = Desirable

Knowledge and Experience

- Experience as a registered nurse within oncology or haematology - E
- Portfolio of continuing professional development - E
- Evidence of recent and continued formal and informal teaching experience – E
- To have current knowledge of Cancer Nursing - E
- Able to understand the education training needs of staff – E
- Experience of developing education training packages - E
- Evidence of research and audit participation - D
- Experience as a clinical supervisor - D
- Knowledge of current changes within the NHS and nurse education - D

Skills and Abilities

- Chemotherapy trained and competent - E
- Able to undertake and deliver presentations - E
- Able to engage with a variety of personnel within the Trust and outside e.g. University, Network - E
- Able to develop and enhance education/training packages for all staff - E
- Innovative and able to create a variety of learning opportunities for staff - E
- Able to effectively contribute to clinical environment that is motivating and conducive to lifelong learning - E
- Able to manage databases with a working knowledge of I.T - E
- Committed, supportive, enthusiastic and innovative nursing and education - E
- Self-motivated and able to motivate and enthuse others - E
- Good organisational skills - E

Qualifications and Training

- 1st Level Registration - E
- Post Registration course in a relevant subject – E
- Bachelor's Degree (or working towards) - E
- Willingness to undertake a PGCE or Master's Degree - E
- Teaching & Assessment qualification - E
- Master's Degree - D
- PGCE - D

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Transforming Care

Delivering sustainable healthcare services to our patients, which are effective, efficient and driven by excellence, is at the heart of our organisation. Transforming Care is the Trust's overarching programme of transformational change. It enables staff to use a structured approach to continuously improve and innovates their services, strengthen our capability, and deliver our Trust's mission to improve the health of the people we serve by delivering exceptional care, teaching and research, every day.

Our Quality Improvement Academy is open to all staff and leaders across the Trust, and provides training to lead or take part in improvement and transformation activities in their departments and across the Trust. We will support staff to develop the skills and tools to improve services to deliver the best care to our patients and public.

Information Governance

It is the responsibility of all staff to respect the confidentiality of patients and staff, as specified in the Caldicott Principles, Data Protection Act 2018 and the Human Rights Act. It is the duty of every employee to:

- Only access person identifiable information as required in the execution of their duties.
- Disclose information appropriately, in line with the Data Protection Act 2018.
- To ensure good quality data by recording, promptly and accurately, clinical and non-clinical information within agreed timescales to PAS, the health record or the appropriate clinical or non-clinical information system
- Always trace patient notes on the Patient Administration System

Maintain the confidentiality of their passwords / usernames and if in possession of a 'Smartcard' abiding by the terms and conditions of its use.

Workplace Wellbeing

The Trust Workplace Wellbeing Framework encourages all colleagues to look after their own wellbeing as well as supporting the wellbeing of colleagues. Line managers will oversee the wellbeing of their team, making wellbeing a priority when considering ways of working and will undertake regular health and wellbeing conversations that are supportive, coaching-style one-to-one discussions focused on building team resilience. To assist this, the Trust offers comprehensive wellbeing provision for employees, students, volunteers and managers.

Safeguarding Children and Vulnerable Adults

The Trust is committed to safeguarding and promoting the welfare of all children, young people and vulnerable adults, and as such expects all staff and volunteers to share this commitment.

Quality and Clinical Governance

Quality in the NHS has three core dimensions: Patient Safety, Patient Experience and Clinical Effectiveness. Clinical Governance is about the systems, processes and behaviours to ensure that high quality services are provided to patients. Every member of staff has a role to play in striving for excellence: it is important that everyone is aware of and follows policies and procedures that govern their work; and if something goes wrong, everyone has an obligation to report it so lessons can be learned from mistakes, incidents and complaints. If any member of staff has concerns on any clinical governance matters, they should raise them with their line manager, professional adviser, or a more senior member of management. Reference should be made to the Trust's guidance on Raising Concerns about provision of patient care.

Health and Safety

Under the provisions contained in the Health and Safety at Work Act 1974, it is the duty of every employee to:

- Take reasonable care of themselves and for others at work
- To co-operate with the Trust as far as is necessary to enable them to carry out their legal duty
- Not to intentionally or recklessly interfere with anything provided including personal protective equipment for Health and Safety or welfare at work.

Everyone has a responsibility for contributing to the reduction of infections.

Senior Management is responsible for the implementation throughout the Trust of suitable arrangements to ensure the health, safety and welfare of all employees at work and the health and safety of other persons who may be affected by their activities. Where health and safety matters cannot be resolved at Senior Management level the appropriate Executive Director must be notified.

Line Managers are responsible for the health and safety management of all activities, areas and staff under their control. This includes responsibility for ensuring risk assessments are completed and implementation of suitable and sufficient control measures put in place. Health and safety issues are dealt with at the lowest level of management practicable. Where health and safety matters cannot be resolved at a particular management level the appropriate Senior Manager must be notified.

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