

Paediatric Gastroenterology Clinical Nurse Specialist - Band 7

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 – Paediatric Gastroenterology Clinical Nurse Specialist

Division – Women & Children

Band – Band 7

Salary - £43,742- £50,056 pro rata

Location – Bristol Royal Hospital for Children

Hours of work – 37.5 hrs a week (minimum 34.5 hours)

Contract length – 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 post holder will work as an integral member of the Multidisciplinary Team in Paediatric Gastroenterology within the Women's and Childrens division of University Hospitals Bristol and Weston NHS Foundation Trust and across the regional community. The post holder will acknowledge and provide the overall responsibility for the provision of specialist nursing advice and support to patients and families, in-patient and out-patient, throughout their care pathway.

The post holder will utilize skills of clinical expertise, leadership, education and management to ensure a seamless service for patients, carers and staff. S/he will provide advice, support and information from the time of diagnosis and throughout care pathway

S/he will work closely with the multidisciplinary team in hospital and across the country to ensure a co-ordinated quality service and will be actively involved in education, audit and research.

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 South West 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 provides 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.

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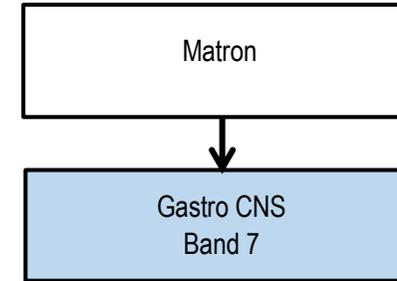
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Main Duties and Responsibilities

The post holder will engage and lead discussions in multidisciplinary team meetings.

- To provide specialises, highly skilled nursing care to children with gastroenterological problems and liver, of which at least 50% will have Inflammatory Bowel Disease (IBD).
- Improve standards of care for all children with gastroenterological conditions attending hospital. This includes IBD patients, patients with chronic gastroenterology & liver conditions.
- To work as a member of the multi-disciplinary team, co-managing the caseload of families seen by the Paediatric Gastroenterology team. To support the families through diagnosis and treatment in their social, emotional and health needs, referring to appropriate professionals and services where necessary.
- To develop and strengthen clinical and educational links with Health Visitors, Practice Nurses, Community Nurses and other regional medical and paramedical staff.
- To take an active part in initiating and leading research and audit activity.
- To contribute to professional and Nurse Specialist Groups throughout the Directorate and wider nursing community.
- To attend regional clinics with named Consultant.
- If eligible perform extended and supplementary prescribing and monitoring to improve the quality of patient care.
- To provide specialist nursing advice and support to patients, their families and carers from the time of diagnosis and throughout treatment and follow-up phases of treatment and care.
- To lead the development, improvement, management and promotion of the service ensuring the delivery of high quality, cost effective care.
- To lead on the implementation and monitoring of adherence to relevant clinical guidelines.
- To provide all staff with specialist advice on the management of symptoms
- To educate and share expertise with the multidisciplinary teams
- To act as a resource in the care of patients with specialist care needs, ensuring an optimum level of service to patients and their carers.
- To work closely with community and or network teams, other hospital and community staff to ensure an effective seamless service.
- To develop effective communication and support systems for patients and their families.
- To embed patient and public involvement within the sphere of practice.

Organisational Structure



Key Relationships

- Peer group - Band 7 colleagues
- Matron and Head of Nursing
- Divisional managers
- Ward nursing team and outpatient teams
- Medical and multidisciplinary teams
- CNS team
- Patients and visitors
- Administrative / support staff
- Pharmacy staff
- Education and Learning teams
- Dietician
- Clinical site management team
- Discharge liaison team
- Research nurses

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Main Duties and Responsibilities cont'd

- To ensure that all patients and families are aware of all treatment options, including clinical trials
- To function as a patient's advocate to negotiate and mediate to work with the system to ensure optimum care to patients.
- To establish nurse-led interventions to support services and manage patient's needs and expectations.
- To review medication and if eligible to prescribe for therapeutic effectiveness, appropriate to patient needs and in accordance with evidence-based practice and national and practice protocols and legislation (Non- medical prescriber or under Patient Group Directions -PGDs), and within scope of practice.
- To establish links with other organisations providing support and information and utilise these additional resources where necessary.
- To adhere to infection control guidelines and procedures.
- To act as a positive role model for nurses in the hospital through the demonstration of strong leadership skills.

Research and Audit

- To collate and record quantitative and qualitative data that provides evidence of productivity, outcomes and quality, through audit and research.
- To participate in clinical audit & research relevant to specialty and co-operate with other affiliated work.
- To ensure that relevant research findings are translated into practice.
- To promote a culture of evidence based practice.
- To work with the multidisciplinary team to develop standards of care and undertake evaluations to monitor the impact on patient care.

Education

- To participate in the planning and delivery of formal and informal education programmes for patients, carers and all staff.
- To participate in education forums locally, nationally and internationally, representing the Trust.
- To ensure that professional knowledge and practice is constantly updated
- Takes personal responsibility for life-long learning and personal development through clinical supervision, appraisal and Knowledge and Skills Framework

Management

Planning the provision of day to day organisational tasks

- Monitor performance of the nursing team with the use of appraisal, management and regular meetings.
- Offer formal managerial and clinical supervision and support, and help band 6 clinical nurse specialist to maintain safe and healthy working practices.
- Ensure that staff can demonstrate the ability to manage workload based on flexible principles and prioritise care based on clinical need.
- Demonstrate the ability to deal with immediate issues concerned with staff sickness and absence.
- If the post holder is responsible for the day-to-day management of a group of staff, they will be responsible for issues such as: Initial stages of grievance / discipline/Appraisal/Acting as a panel member in recruitment/Ensuring that training is delivered to staff/Reviewing work performance and progress/Work allocation and checking.
- The post holder may be required to order supplies as advised and/or safely use equipment
- Demonstrate the ability to provide an initial response to complaints and queries, and have a working awareness of the UHBristol NHS Trust's complaints procedure.
- Maintain accurate and concise records that produce statistical data for the purpose of evaluation and development of the service.
- To keep accurate and up to date patient records.
- To serve on committees, working parties and project teams related to direct and indirect management of services as required.
- Ensure all services delivered are correctly resourced and delivered. Work closely with the Matron to establish resourcing service developments.
- To participate in strategic care and business planning for development of the service as required.
- To participate in the development of evidence based policies and procedures.
- To facilitate the development of quality initiatives such as audit, evidence based practice and risk management within a culture of continuous quality improvements.
- To initiate and participate in uni and multidisciplinary professional standards setting and audit.

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

Knowledge and Experience

- Significant relevant clinical experience **E**
- Thorough and up to date knowledge of nursing theory and best practice particularly within speciality area **E**
- Substantial current speciality experience **E**
- Evidence of recent teaching experience **E**
- Experience of undertaking research or audit projects **D**
- Experience and knowledge of advanced practice/protocols **D**

Qualifications and Training

- Registered Children's Nurse RSCN/RN (child) **E**
- Current NMC Registration **E**
- Relevant accredited post registration qualification at level 3 or equivalent (in related health topic or willingness to work towards) **E**
- Qualification in Teaching and Assessing **E**
- Evidence of masters' level academic study or equivalent level of experience gained through clinical and management roles. **D**
- Non-medical prescribing qualification and registration **D**

Public Sector Language Competency

- Be able to speak fluent English to an appropriate standard **E**

Skills and Abilities

- Highly effective communication skills - verbally and written to staff, patients and relatives including in situations of conflict or distress **E**
- Able to gain credibility with and influence colleagues including influencing clinical changes where appropriate **E**
- Strong organisational skills - prioritising complex situations **E**
- The ability to lead and influence change **E**
- Demonstrates ability to implement and utilise audit data to improve quality **E**
- Clinical expert in defined area of work **E**
- Able to advise on and implement improvements to the quality and efficiency of care for patients **E**
- Ability to act as facilitator, mentor and supervisor to colleagues **E**
- Flexibility, adaptability to meet needs of a changing service **E**
- Ability to cope with emotional issues presented in the course of work, and to support others **E**
- Knowledge of national and local specialty specific issues **E**
- Information technology skills **E**
- Commitment to the development and provision of high-quality nursing care **E**
- Initiative **E**

Aptitudes

- Supportive
- Respectful
- Innovative
- Collaborative

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Continuous Improvement

Patient First is a long-term, tried and tested, approach to improvement that will fundamentally change the way we do things at UHBW.

It will help us deliver our Trust strategy and achieve our mission to improve the health of the people we serve by delivering exceptional care, teaching and research, every day. It will see us move from trying to do too many things to working together on fewer goals and doing them well - with the patient at the heart of everything we do. Patient First will help us to live our values. No matter what your role, whether you are clinical or non-clinical, you are best placed to know where improvement needs to happen, and you will be encouraged and supported and given the tools you need to do this. You will receive training, coaching and support to undertake improvements no matter how small or large they are, and you will be empowered to resolve problems and issues at a local level.

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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