

## JOB DESCRIPTION

<b>POST</b>	<b>Macmillan Clinical Nurse Specialist – Breast Care</b>
<b>PAY BAND</b>	<b>Band 7</b>
<b>RESPONSIBLE TO</b>	<b>Matron for Breast Services</b>
<b>ACCOUNTABLE TO</b>	<b>Head of Nursing/ Associate Chief Operating Officer</b>
<b>BASE</b>	<b>DPOW</b>

## ABOUT US

The Humber Health Partnership is one of the largest acute and community Partnership arrangements in the NHS, seeing well over one million patients every year and managing a budget of over £1.3 billion.

Made up of two Trusts - Northern Lincolnshire and Goole NHS Foundation Trust (NLAG) and Hull University Teaching Hospitals NHS Trust (HUTH) - our Partnership has significant ambitions and is committed to delivering world-class hospital and community services for the 1.65 million people we serve.

Together we employ nearly 20,000 staff. Our five main hospital sites are Diana, Princess of Wales Hospital, Scunthorpe General Hospital and Goole and District Hospital, for NLAG and Hull Royal Infirmary and Castle Hill Hospital for HUTH.

As Teaching Hospitals working with the Hull York Medical School, we both lead and contribute to research in many areas - biomedical research, primary care, palliative medicine, cardiovascular and respiratory medicine, vascular surgery, cancer surgery and oncology.

We believe that by developing a diverse, inclusive, innovative, skilled and caring workforce, we can deliver excellent care to our patients and a great future for our employees, our Partnership and our community.

## ABOUT THE POST

The focus of the Clinical Nurse Specialist (CNS) role is on direct clinical care and is there to support services through the provision of extended nursing care that is underpinned by strong academic qualifications. The Clinical Nurse Specialist is afforded greater autonomy within their role and the care they provide should respond to patient's / client expectations.

## MAIN TASKS OF THE POST HOLDER

- Acknowledged within the Trust as a clinical nurse specialist in a specified nursing field.
- Directly delivers care based on current evidence to their own caseload, across a variety of settings, e.g., OPD, wards to provide a flexible service that is responsive to the needs of his/her client group.
- Trust wide role providing support and specialist nursing advice to clinical colleagues in complex cases.
- Improves the care of patients within their clinical field by improving the knowledge and skills of first-line staff through education (both Trust wide and on an individual basis).
- Undertakes audit, review and appropriate service development practices

## DUTIES AND RESPONSIBILITIES OF THE POST HOLDER

### 1. PROFESSIONAL

- 1.1 Manage specialised programmes of care for patients with chronic disease, i.e. development of care pathways, clinical guidelines, policies and procedures.
- 1.2 Provide highly specialised advice concerning the care and treatment of identified groups or categories of patients/clients to the multi-disciplinary team as required
- 1.3 Contribute to strategies designed to promote and improve health and prevent disease within their specific field of practice
- 1.4 Identify any resources required to meet patient needs
- 1.5 Empower patients and their families to influence and use available services, information and skills to the full and act as advocate where appropriate.
- 1.6 Establish and evaluate caseload and workload profiles, reporting any trends or shortfalls to the Head of Nursing/ / Associate Chief Operating Officer and the Business Unit
- 1.7 Measure/benchmark local services against national guidelines and data.
- 1.8 Audit and evaluate care in relation to the specialty, encompassing clinically effective interventions.
- 1.9 Develop professional associations in order develop local practice

### 2. CLINICAL

- 2.1 Assess, plan, provide and evaluate specialist clinical nursing care to meet the care needs of patient within their specific clinical field.
- 2.2 Assess and treat specific diseases within agreed medical/nursing guidelines, pathways and procedures.

- 2.3 Manage own specialist caseload of patients in collaboration with Consultant colleague's e.g. nurse-led clinics. Telephone consultations for holistic needs assessment and recovery package
- 2.4 Undertake agreed diagnostic and therapeutic procedures
- 2.5 Maintain comprehensive clinical records and associated work records
- 2.6 Communicate and receive highly complex or sensitive clinical information and advice to patients and relatives, in an empathetic and reassuring manner
- 2.7 Undertake pre-operative and pre-treatment counselling of patients diagnosed with breast cancer.

### 3. EDUCATION AND PRACTICE DEVELOPMENT

- 3.1 Act as a source of specialist advice in clinical nursing practice to the Trust and others.
- 3.2 Lead and direct clinical practice to ensure high quality and cost effective health care interventions within the specialist clinical field.
- 3.3 Devise, implement and deliver appropriate educational strategies for relevant staff.
- 3.4 Assist and support staff in the introduction of new processes and procedures within the specialist area of practice.
- 3.5 Contribute to Service Planning within the Operational Group
- 3.6 Provide and participate in systems of clinical supervision and appraisal for staff.
- 3.7 To assist in the planning and support delivery of related post basic courses in conjunction with local universities.
- 3.8 Participate in the staff appraisal process
- 3.9 Provide a safe environment for the safety and welfare of patients, visitors and staff by ensuring compliance with:
  - Health & Safety at Work Act
  - Fire Prevention Management
  - Infection Control Procedures
  - Risk Management
  - COSHH

### 4. LEADERSHIP/MANAGEMENT

- 4.1 Initiate and lead practice developments to enhance the nursing contribution and quality of care within the specialist area of practice.
- 4.2 Identify, apply and disseminate research findings relating to specialist nursing practice

- 4.3 Undertake audit, review and appropriate quality improvement practices to implement the Role
- 4.4 Create an environment in which clinical practice development is fostered, evaluated and Disseminated
- 4.5 Participate in Trust Wide Education Programmes.
- 4.6 Contribute as required to teaching, curriculum development etc. at Higher Education Institutes and link to the Workforce Development Confederation on relevant issues
- 4.7 Pursue personal professional education and development in line with NMC guidance, ensuring that PREPP requirements are met.
- 4.8 Keep up to date in all aspects of the specialty, sharing this information with colleagues within the Operational Group and the Trust
- 4.9 Develop a track record within the Operational Group for Practice Development and Excellence
- 4.10 Working cross site and providing support to colleagues and meeting regularly to maintain peer support and collaborative working.
- 4.11 Raise the profile of the breast CNS service by networking regionally and nationally.

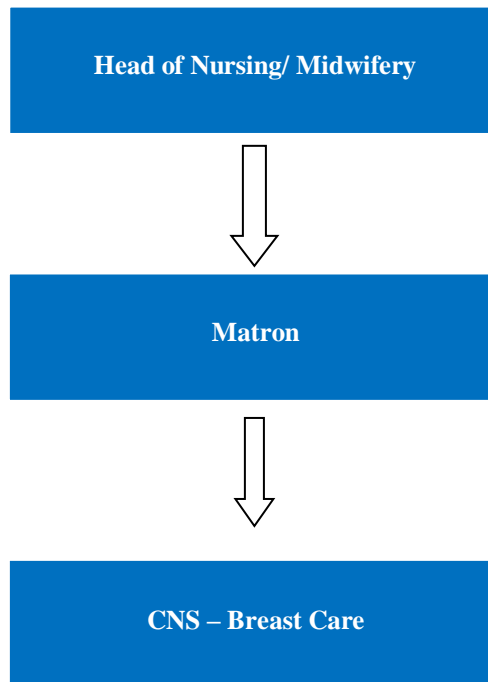
## REFERENCES

UKCC/NMC (2001) Standards for Specialist Education and Practice, NMC London

Cattini P, Knowles V (1999) Core competencies for Clinical Nurse Specialists: A usable framework, Journal of Clinical Nursing Vol 8 (5) pp505-511

***This job description is not a definite list of duties and may be subject to change in light of future developments within the service and in consultation with the post holder.***

## Organisational Chart



## OUR VALUES



Our values have been created in partnership with our most valuable asset – our employees. Our values set out a clear statement of our purpose and ambition which is to provide the very best in patient care, all of the time. We recognise that without the shared values driven responsibility that each and every person in our teams have, we could not provide excellent services to the patients that we care for. Crucially we recognise that looking towards the future, we must continue to create a culture that enables and drives our collective values and behaviours as an absolute fundamental foundation for both our staff and the patients that we serve.

## ADDITIONAL INFORMATION PERTINENT TO ALL STAFF

### Health and safety - Healthcare associated infection

Healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, including the 'bare below the elbows' approach, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about the application of practical measures known to be effective in reducing HCAI. The Trust has the responsibility of ensuring adequate resources are available for you to discharge your responsibilities.

## **Safeguarding**

The Trust has in place both a Safeguarding Children Policy and a Safeguarding Adults Policy in line with national legislation.

The Safeguarding Policies place a duty upon every employee who has contact with children, families and adults in their everyday work to safeguard and promote their welfare. In the event that you have concerns about possible harm to any child or adult you should seek advice and support from the Trust Safeguarding team or in their absence contact your line manager. Out of hours contact should be made with the on-call manager through switchboard.

The Trust has nominated Safeguarding Leads who act as contact points for support and advice if concerns are raised about a child or adults welfare. These individuals can be reached through switchboard during office hours, by asking for the Named Professionals for Safeguarding Children or Adults respectively.

The policies and procedures described below are located on the intranet and internet site and you should ensure you are aware of, understand and comply with these. In addition the Trust will publicise and raise awareness of its arrangements and provide appropriate resources and training.

## **Confidentiality**

All information, both written and computer based, relating to patients' diagnosis and treatment, and the personal details of staff and patients, is strictly confidential. The Northern Lincolnshire and Goole NHS Foundation Trust and its employees have a binding legal obligation not to disclose such information to any unauthorised person(s). This duty of confidence is given legal effect by reference to General Data Protection Regulation (GDPR). It applies to any information which is processed by the Trust (i.e. stored, retained, maintained as a record, amended or utilised for the Trust's purposes as an NHS Hospital), from which a living person is capable of being identified. Individuals must observe a 'need to know' principle. No member of staff may seek out any information that they do not need to undertake their duties. This applies to clinical or other personal information of any third party.

## **Equality impact assessment**

The Foundation Trust aims to design and implement services, policies and measures that meet the diverse needs of our service, population and workforce, ensuring that none are placed at a disadvantage over others. We therefore aim to ensure that in both employment and the delivery of services no individual is discriminated against by reason of their gender, gender reassignment, race, disability, age, sexual orientation, religion or religious/philosophical belief, marital status or civil partnership.