

# Job Description



**South Tees Hospitals**  
NHS Foundation Trust

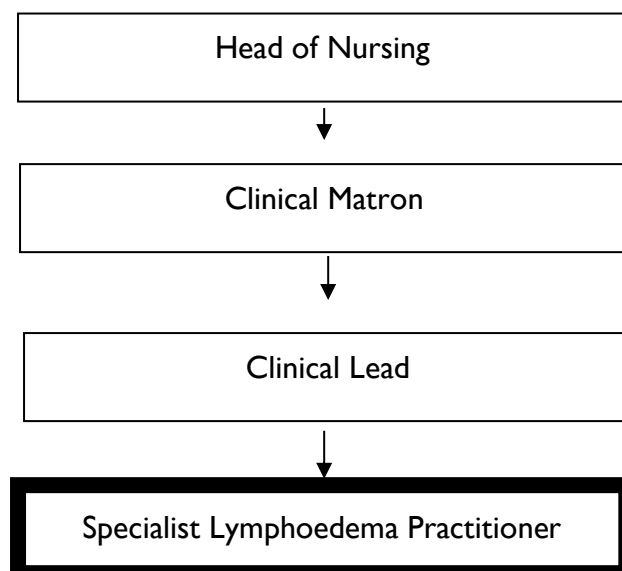
## Role Details

Job Title	Specialist Lymphoedema Practitioner
Band	Band 6
Department/Service	Lymphoedema Service Growing the Friarage and Community Collaborative

## Organisational Relationships:

Responsible to:	Clinical Lead
Accountable to:	Clinical Matron
Professionally Accountable to:	Head of Nursing
Responsible for:	N/A

## Organisational Chart:



## Job Summary/ Role:

The Lymphoedema Nurse is responsible for acquiring and maintaining competence in current Lymphoedema management in accordance with the British Lymphology Society (BLS) Guidelines and International Best Practice for the Management of Lymphoedema. This will include the ability to educate patients and carers towards self-management in the 4 cornerstones of Lymphoedema Management (skin care, exercise, compression hosiery and simple lymphatic drainage massage).

As a specialist practitioner in Lymphoedema the post holder will:

- Assess, plan, implement and evaluate programmes of Lymphoedema care for patients attending the Lymphoedema clinics or having home visits.
- Support patients and carers
- Have a role in education, facilitating and providing a resource to staff both within and outside the Trust
- Actively participate in clinical audit activity

The Lymphoedema Service provides a specialist service to patients throughout the Hambleton and Richmondshire area. Within each locality, there are District Nurses and Practice Nurses who support this post.

The role of the specialist is multifaceted, incorporating key aspects such as clinical, consultancy, education, research and management.

### **Clinical**

- Provide a specialist/expert service for patients, acting as an autonomous practitioner offering advice to primary/secondary care staff regarding the care of patients in this specialist group.
- Act as a resource for health care professionals, patients and carers.
- To be competent in Multilayer Lymphoedema Bandaging (MLLB) and manual lymphatic drainage (MLD).
- To deliver nurse led clinics.

### **Consultancy**

- To provide advice and direct clinical support for all members of the MDT team

### **Education**

- To contribute in planning and delivering education regarding lymphoedema.
- To facilitate the use of evidence based practice across the Trust supporting and assessing the learning needs of health care professionals, patients and carers appropriate to the specialty.
- To assist in the development of appropriate written information for patients consistent with best practice and Trust guidelines

### **Research**

- To work closely with MDT members to ensure consistency of approach and intervention, and appropriate practice innovation and evaluation.

- To develop and contribute to research based practice and to further participate in Research and activities related to the role.
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### Key Relationships:

Patients and Carers  
 Clinical Practitioners  
 Therapy Leads  
 Paramedic Practitioners  
 PCN Clinical Leads  
 PCN therapy teams  
 Health and Social Care Managers  
 Adult Community Services  
 General Practitioners and other members of the Primary Care Team  
 Community Hospitals  
 Palliative Care Teams  
 Practice Managers  
 Specialist Nurses  
 Professional Leadership Team  
 Statutory and Voluntary Sector Organisations  
 Adult Mental Health Teams  
 Local Pharmacies  
 Liaison with Medicines Management Team/Pharmacy Department  
 Local Patient Support Groups  
 Tertiary sector, including volunteer agencies  
 CCGS

### Core Functions:

The Specialist Nurse will:

- Be an active member of the multidisciplinary team by using professional judgement and assuming responsibility and accountability for assessing, implementing and evaluating clinical care for patients to meet their needs in a safe caring environment that promotes dignity, privacy and respect.
- Develop, expand and co-ordinate the service for patients with cancer and non-cancer related lymphoedema across Hambleton & Richmondshire.
- Promote the service.
- Ensure the budget allocated to lymphoedema is used effectively to support service and clinical development.
- Act as a specialist resource to health professionals on matters relating to lymphoedema care and management.
- Maintain own clinical skills, participate in the Trust performance and clinical supervision processes, accessing continuing professional development opportunities as required.
- Lead the developments of evidence-based practice for the management of lymphoedema.
- Undertake research and practice development activities that aim to improve outcomes for patients and enhance knowledge within the speciality.

- Carry out holistic needs assessments of patients using recognised assessments tools.
- Support patients and their loved ones, who have been referred for best supportive care to live well supporting individualised care planning.
- Manage patients referred to in the service where problems are adequately controlled and nursing intervention is required with an individualized care plan in place which addresses their needs.
- Be developed enough to enable them to recognise the deteriorating patient and escalate to appropriate person.
- Will possess sound, highly developed interpersonal and communication skills, with the ability and confidence to represent the team positively within a complex multi-agency environment.
- Will use knowledge and skills to assess patients within a defined caseload and effective care planning to support their needs.
- Will possess excellent communication skills and use varying forms of communication as appropriate and required.
- Will work flexibly across Hambleton and Richmondshire in partnership with primary/secondary care clinicians and social services, coordinating care and supporting a multi-disciplinary approach. (if service need then the post holder may be expected to work across Middlesbrough, Redcar and Cleveland).
- Will demonstrate skills of motivation, reassurance, negotiation and persuasion.

## Administrative Responsibilities

The Specialist Nurse will:

- Respect and apply all confidentiality, principles and practices of the Data Protection and Freedom of Information Act. Maintain the confidentiality of the Trust in respect of patient and staff information obtained at all times, and use such information only as authorised for specific purposes. Report any concerns about the use of such information to the senior manager.
- Ensure that they follow the Trust's policies on record management and comply with the NHS Code of Practice for Records Management
- Ensure ability to manage electronic records system taking cognisance of need to protect access (ID, passwords, swipe cards)
- Maintain records as required for patient care, audit and statistical analysis.
- Collect relevant data and information.
- Record accurately interventions/ communications either with the person requiring services or other relatives, caregivers, professionals/ agencies, using paper based and/ or electronic systems (Systmone) either in the clinic or on mobile working devices.
- Undertake administrative tasks in relation to own work
- Use Microsoft Office applications on a daily basis

	<ul style="list-style-type: none"> <li>• Refer patients to relevant service post discharge</li> <li>• Prepare teaching materials as required</li> <li>• You have a responsibility to ensure that all people that you have contact with during the course of your employment, including general public, patients, relatives and staff are treated equally in line with the Trust's Equal Opportunities Policy</li> <li>• Maintain professional body registration, constantly evaluating own knowledge and practice through the utilisation and appraisal of a wide variety of evidence.</li> <li>• To be professionally and legally accountable for own work, working within professional standards and guidelines.</li> <li>• To demonstrate competent understanding and use of reporting and information systems.</li> <li>• Develop risk management plans to support individuals independence and daily living within their own home.</li> </ul>
<b>Clinical Responsibilities</b>	<p>The Specialist Nurse will:</p> <ul style="list-style-type: none"> <li>• Be a source of clinical expertise and professional advice, acting as a specialist resource.</li> <li>• Involve patients and carers in the planning of their care and treatment, ensuring appropriate consent and agreement is gained.</li> <li>• Recognise and proactively manage the early symptoms of disease exacerbation through: application of clinical knowledge, identification of risk factors and exacerbation and recognition of early signs of acute illness.</li> <li>• Consider and interpret all available information and make justifiable assessment of the individual's health and wellbeing, related needs and risks explaining the possible outcomes to those concerned.</li> <li>• Use the trust risk assessment tools for particular aspects of care to inform decisions, and communicate with other members of the team.</li> <li>• Develop and record care plans that are appropriate to the patient based on their assessment of the patient.</li> <li>• Act as patients' advocate respecting patients' dignity wishes and beliefs involving them in decision making with regard to their care/ treatment.</li> <li>• Ensure that nursing care is delivered to the highest standard in line with the essence of care and the trusts fundamental values and behaviours for nursing and midwifery.</li> <li>• Ensure that nursing care is delivered with compassion.</li> </ul>

- Ensure that documentation is completed in accordance with the NMC professional guidelines and trust policy.
- Liaise with allied health professionals and other agencies to ensure that care is delivered in a timely and organised way.
- Act within own level of competency to undertake specific interventions and treatments seeking advice and supervision and training where appropriate.
- Monitor patients' response and reaction to intervention/treatment making clear decisions and taking appropriate action.
- Provide feedback to the clinicians where appropriate.
- Respond to, record and report any adverse events or incidents relating to the treatment with an appropriate degree of urgency.
- Act to ensure patient safety at all times.
- Enable individuals and their carers to make informed choices concerning their health and well-being and to organise their own support, assistance and action.
- Identify mental health needs and manage within scope of professional practice and refer on to mental health or other services.
- Ensure individuals are supported when experiencing life events and transitions.
- Maintain links with inpatient facilities when patients are admitted and provide relevant information to promote consistent care and timely discharge.
- Provide education to patients and their carers and the wider community to promote healthier lifestyles, disease management and timely access to services.
- Work always according to the 6 'C's embedding this in your and other's practice on a daily basis.
- Show passion and drive to deliver patient centred care, acting as an advocate for all patients.
- Demonstrate and ensure the safe use of equipment to both patients and carers.
- Plan and implement transfer of care and discharge with individuals who have multiple complex health needs with patients and their carers.
- Demonstrate awareness of wider issues affecting patients, such as adult protection, alcohol and drug dependencies, together with strategies and support mechanisms to address these.

	<ul style="list-style-type: none"> <li>• Implement and evaluate strategies to reduce avoidable harm, acting as a role model in all infection prevention and control policies.</li> <li>• Transport essential equipment for performing clinical assessment.</li> <li>• Transport ordered equipment from store for patient use</li> <li>• Work within the limits of own competency to ensure the delivery of high quality care by self and others at all times</li> <li>• Manage own workload effectively , prioritising and using time management skills to ensure information is timely and accurate</li> <li>• Provide nurse led clinics for patients</li> <li>• Provide evidence of continuous professional development.</li> </ul>
<b>Management and Leadership Responsibilities</b>	<p>The Specialist Nurse will:</p> <ul style="list-style-type: none"> <li>• Champion the Trust improvement and leadership strategy, through attendance at New and Aspiring Leaders and Foundation Quality Improvement training</li> <li>• Take charge of the clinical area</li> <li>• Act to maintain personal safety and security and that of others.</li> <li>• Support the full implementation of all trust policies in the management and delivery of safe clinical care.</li> <li>• Identify potential and actual risks using the trust incident reporting system in line with trust policy and in line with their professional accountability.</li> <li>• Identify patients at risk and raises concerns appropriately on issues of child protection and the protection of vulnerable adults.</li> <li>• Take appropriate action to manage emergency situations summoning appropriate assistance where necessary.</li> <li>• Practice in accordance with the NMC Code of Professional Conduct.</li> <li>• Identify unsafe practice and respond appropriately to ensure a safe outcome.</li> <li>• Always act in such a manner that promotes the positive image of the Lymphoedema service and the Trust.</li> <li>• Promote positive, professional leadership to ensure contemporaneous, safe and cost effective nursing in accordance with the Trusts nursing and midwifery strategy</li> </ul>

	<p>and national strategies including “Compassion in Practice” (6C’s).</p> <ul style="list-style-type: none"> <li>• Lead by example to motivate and empower others.</li> <li>• Ensure effective working relationships and communication is maintained between all grades of staff and all professional groups.</li> <li>• Provide clinical leadership and take responsibility for the continuing professional development of self and others.</li> <li>• In times of particular need be expected to work in other areas of the community services to ensure optimum delivery of care.</li> <li>• Recognise the importance of the individuals rights, respects diversity and acts in accordance with trust, professional and national policy and legislation.</li> <li>• Act in a way that acknowledges and recognise the individuals expressed beliefs, preferences and choices.</li> <li>• Take account of own behaviours and effects on others.</li> <li>• Be familiar with collaborative HR processes: Trust policies/local guidelines and lines of escalation.</li> <li>• Be actively involved in maintaining national audit data</li> <li>• Assist with the development to establish and maintain networks locally, regionally and nationally in order to share and disseminate information, research and practice, establishing appropriate links with higher education</li> <li>• Assist with the maintenance of local, regional and national links using initiative to maintain and develop service aims</li> </ul>
<b>Policy and Service Development</b>	<p>The Specialist Nurse will:</p> <ul style="list-style-type: none"> <li>• Champion and lead quality improvement initiatives across your immediate team and within your service, contributing to the Trust Quality Improvement programme</li> <li>• Support and participate in the overall development of clinical practice in response to clinical needs</li> <li>• Work collaboratively with others to develop an integrated, multi-disciplinary, multi-agency focus to creative service delivery.</li> <li>• Work flexibly to ensure care needs are met.</li> <li>• Be responsible and accountable for the day to day caseload management.</li> </ul>



	<ul style="list-style-type: none"> <li>• Ensure the active involvement of service users, carers and members of the public in planning, monitoring and evaluation of service provision.</li> <li>• Implement lessons learnt from patient experience and the feedback process to improve patient care and experience.</li> </ul>
<b>Research and Audit Responsibilities</b>	<p>The Specialist Nurse will:</p> <ul style="list-style-type: none"> <li>• Recognise the importance of the role of clinical audit in developing practice.</li> <li>• Demonstrate the ability to use Information Technology to support practice.</li> <li>• Participate in clinical audit and quality assurance to improve practice and patient care.</li> <li>• Regularly participate in the collection of patient feedback of the service provided, through personal contact, surveys, and satisfaction questionnaires, as a way of ensuring problem areas are highlighted and acted upon, and good practice can be shared.</li> <li>• Maintain clinical and professional standards via the audit process, taking appropriate action where necessary.</li> <li>• Abide by the principles of Caldecott and maintain confidentiality.</li> <li>• Participate in nursing and collaborative research</li> </ul>
<b>Managing Resources Responsibilities</b>	<p>The Specialist Nurse will:</p> <ul style="list-style-type: none"> <li>• Demonstrate the efficient and effective use of resources in the delivery of care.</li> <li>• Demonstrate awareness and application of clinical governance with particular attention to clinically effective practice, clinical audit, research, risk assessment, planning and management together with the prevention, identification and reporting of adverse events.</li> <li>• Promote and monitor efficient resource utilisation in a cost effective manner throughout the team.</li> <li>• Demonstrate economical ordering of resources within the service.</li> </ul>
<b>Education and Training</b>	<p>The Specialist Nurse will:</p> <ul style="list-style-type: none"> <li>• Develop own professional practice through appraisal, and professional development plan, taking responsibility for own learning, reflection and revalidation requirements.</li> </ul>

- Maintain high professional standards and discusses opportunities to develop clinical practice with their line manager.
- Act upon strengths and weaknesses identified, applying reflective practice to demonstrate knowledge and skills in line with evidence based practice and legislation.
- Comply with the trust requirements for mandatory training and attend other relevant courses in line with trust policies.
- Demonstrate safe use of medical devices through the regular assessment of competency.
- Ensure the safe storage and administration of all medications as per trust, professional and national guidelines.
- Promote the standards of the nursing profession by actively supporting student nurses and developing / maintaining their own mentorship status.
- Provide mentorship to pre and post registration students, and newly appointed staff.
- Be aware and work within the limitations of own competencies and develop knowledge, skills and experience in order to provide the best possible outcomes for high risk/vulnerable adults.
- Improve and develop own competencies through structured programmes and work based learning to continually acquire new knowledge and skills.
- Review and reflect upon own and others practice to identify action plans for development by participating in regular clinical supervision.
- Promote a positive learning environment where lessons are learnt from patient / carer complaints.
- Provide education and support for patients and families
- Maintain own continuous professional development.
- Provide formal and informal education and support to all staff/colleagues/prepare and provide learning materials as appropriate.

*The job description and duties may be subject to future review as the needs of the service change.*

KNOWLEDGE & SKILLS		
Essential	Desirable	Assessment Method
<p>Effective communication skills written and verbal.</p> <p>Commitment to the needs of the service including a flexible and adaptable approach in the work environment/ work practices.</p> <p>Effectively prioritises and co-ordinates own work.</p> <p>A team player able to work well with others and demonstrate commitment to team objectives.</p> <p>Ability to use initiative to make a decision within sphere of work and/or knowledge recognising where assistance is required.</p> <p>Commitment to adhere to Trust Policies and Procedures and to contribute to an implement policies in own area and propose changes.</p> <p>Keen interest in lymphoedema and its management</p> <p>Communicates complex sensitive, confidential information concerning patients/clients displaying empathy persuasion and reassurance (Some may have special needs; patients/clients may be hostile, antagonistic)</p> <p>Demonstrates skills for assessing and interpreting complex needs of patients/clients</p> <p>Plans provision of care for patients/clients</p> <p>Assesses, plans, implements and evaluates clinical care of patients/clients;</p> <p>Provides specialist advice to patients/clients/carers</p> <p>Develops and implements specialist programmes of care</p> <p>Imparts unwelcome news, care of terminally ill/ safeguarding issues</p> <p>Follows policies, makes comments on proposals for change</p>	<p>Good IT skills</p> <p>Experience of using SystemOne</p>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> </ul>

<p>Implements policies and proposes changes to working practices or procedures in own work area</p> <p>Supervises work of others; clinical supervision of staff, students; provides training to others</p> <p>Works within codes of practice and professional guidelines</p> <p>Leads specialist area and manages a caseload of patients</p>		
QUALIFICATIONS & TRAINING		
Essential	Desirable	Assessment Method
<p>Diploma or Degree in Adult Nursing.</p> <p>Actively registered as fit to practice by the Nursing and Midwifery Council (NMC).</p> <p>When English is spoken as a second language, must have an IELTS score of 7.0</p> <p>Evidence of continuing professional development</p>	<p>Independent non-medical Prescribing Qualification</p> <p>Teaching / Mentorship qualification or equivalent</p> <p>Lymphoedema qualifications</p> <p>Presentation skills</p>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> </ul>
EXPERIENCE		
Essential	Desirable	Assessment Method
<p>Commitment to evidence-based practice.</p> <p>Ability to work within the boundaries of the NMC Code of Professional conduct.</p> <p>Experience of Multi-disciplinary working.</p> <p>Understanding the principles of Lymphoedema management</p>	<p>Experience working within and acute or community setting</p> <p>Strong interpersonal skills and relationship management</p> <p>Experience of working in palliative care or with Lymphoedema patients</p>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> </ul>
PERSONAL ATTRIBUTES		
Essential	Desirable	Assessment Method
<p>Demonstrates a positive image of the nursing profession</p> <p>Caring and compassionate attitude to patients and colleagues</p> <p>High level of personal motivation</p>		<p>Interview</p> <p>References</p> <p>Driving licence</p>

<p>Courage to raise concerns and challenge practice</p> <p>Commitment to the development of self and others. Willingness to undertake further training and development</p> <p>Flexible approach to working hours to meet the needs of the service</p> <p>Ability to travel independently throughout the area.</p>		
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## General Requirements:

### **Communications and Working Relations**

The post-holder must treat colleagues in a manner that conveys respect for the abilities of each other and a willingness to work as a team.

### **2. Policies and Procedures**

All duties and responsibilities must be undertaken in compliance with the Trust's Policies and Procedures. The post-holder must familiarise the ways in which to raise a concern to the Trust e.g. Freedom to Speak Up – Raising Concerns (Whistleblowing) Policy in order that these can be brought to the Trust's attention immediately.

### **3. Health and Safety**

The post-holder must be aware of the responsibilities placed upon themselves under the Health & Safety at Work Act (1974), subsequent legislation and Trust Policies; to maintain safe working practice and safe working environments for themselves, colleagues and service users.

### **4. No Smoking**

All Health Service premises are considered as non-smoking zones; the post-holder must familiarise themselves with the Trust's Smokefree Policy (G35)

### **5. Confidentiality**

All personnel working for, on behalf of or within the NHS are bound by a legal duty of confidentiality (Common Law Duty of Confidentiality). The post-holder must not disclose either during or after the termination of their contract, any information of a confidential nature relating to the Trust, its staff, its patients or third party, which may have been obtained in the course of their employment.

### **6. Equal Opportunities**

The Trust believes that all staff have a responsibility to make every contact count. This is to ensure that we are able to reduce health inequalities to the people we deliver services to and to our employees in our goal to deliver seamless, high quality, safe healthcare for all, which is appropriate and responsive to meeting the diverse needs of individuals. In working towards achieving our goals, it is important that staff and users of our service are treated equitably, with dignity and respect, and are involved and considered in every aspect of practice and changes affecting their employment or health care within the Trust.

### **7. Infection Control**

The post-holder will ensure that (s)he follows the Trust's hospital infection prevention and control (HIC) policies and procedures to protect patients, staff and visitors from healthcare-associated infections. He or she will ensure that (s)he performs the correct hand hygiene procedures (as described in HIC 14), when carrying out clinical duties. He or she will use aseptic technique and personal protective equipment in accordance with Trust policies. All staff must challenge non-compliance with infection, prevention and control policies immediately and feedback through the appropriate line managers if required.

## **8. Safeguarding Children and Adults**

The Trust takes its statutory responsibilities to safeguard and promote the welfare of children and adults very seriously. The Board of Directors expects all staff will identify with their manager during the SDR process their own responsibilities appropriate to their role in line with statute and guidance. This will include accessing safeguarding training and may include seeking advice, support and supervision from the trust safeguarding children or safeguarding adult teams. Where individuals and managers are unclear of those responsibilities they are expected to seek advice from the safeguarding teams.

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**HR Use Only**

Job Reference No:

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**South Tees Hospitals**  
NHS Foundation Trust

## APPENDIX 2

### PROFILE SUPPLEMENT

This Role Involves:	Yes	No	Rare	Occasional	Frequent	Examples
Lifting weights/objects between 6-15 kilos			x			
Lifting weights/objectives above 15 kilos		x				
Using equipment to lift, push or pull patients/objects	x					
Lifting heavy containers or equipment		x				
Running in an emergency	x					
Driving alone/with passengers/with goods	x					
Invasive surgical procedures		x				
Working at height or in a confined space	x					
Concentration to assess patients/analyse information	x					
Response to emergency situations	x					
To change plans and appointments/meetings	x					



depending on the needs of this role						
Clinical interventions	x					
Informing patients/family/carers of unwelcome news	x					
Caring for terminally ill patients	x					
Dealing with difficult family situations	x					
Caring for/working with patients with severely challenging behaviour	x					
Typing up of formal minutes/case conferences	x					
Clinical/hands on patient/client care	x					
Contacts with uncontained blood/bodily fluids	x					
Exposure to verbal aggression			x			
Exposure to physical aggression			x			
Exposure to unpleasant working conditions dust/dirt/fleas			x			
Exposure to harmful chemicals/radiation		x				
Attending the scene of an emergency			x			
Food preparation and handling		x				
Working on a computer for majority of work			x			
Use of road transport	x					

