

# Job description

## POST

Cardiology Nurse Specialist  
( Cardiac Rehab )

## SALARY

£43,742 - £45,996 per annum pro rata if applicable

## CARE GROUP

Cardiology

## BASE

William Harvey Hospital

## CONTACT

Rebecca Enright 07974613548

## Welcome to East Kent Hospitals

Today, the team at East Kent Hospitals will care for more than 2,000 people. Most of these people and their loved ones will be at a significant moment in their lives – an emergency situation, a diagnosis, a new life, a last chance to say goodbye, or a new chance to learn or regain skills.

That's why if you are passionate about people, you're the perfect fit for us, whether you are a health professional or someone who can bring your valuable skills 'behind the scenes'.

Our vision is 'great healthcare from great people' – if you are great at what you do and want to work in an environment where you can give your best, come and be part of us!

We offer a full package of benefits, including a car lease scheme; on-site childcare; generous annual leave in line with NHS terms and conditions; high street and public transport discounts; a 24/7 staff support service - and the little things that make life easier, like on-site Amazon lockers and fresh fruit and veg stalls.

### About us

We are one of the largest hospital trusts in England, with three acute hospitals and community sites serving a local population of around 700,000. We also provide specialist services for Kent and Medway.

We care about our patients and our people. We are focused on providing outstanding, safe patient care, and a positive working culture that benefits staff and patients alike. With our emphasis on staff training and development, a staff support scheme that's second to none, and a healthy package of benefits, it's easy to put down roots in East Kent Hospitals.



# Cardiology Specialist Nurse – Cardiac Rehab

## Role specific duties

The Cardiology Specialist Nurse will act as the clinical expert and professional resource to the multi-professional team, patients and carers within the Speciality service.

The post holder will take overall responsibility to develop the specialist area of practice in partnership with other members of the speciality team (General Manager, Lead Clinician, Matron etc) and will work collaboratively to develop services and quality of care delivered.

The post holder will act as the patient advocate

The post holder will carry responsibility for either a defined case load or offering “highly specialist service advice” this will include setting standards of care, the assessment of care needs and the development, implementation and evaluation of programmes of care.

The post holder will contribute to achieving the objectives of the clinical service group/speciality corporate objectives and work within the clinical governance framework.

They will be involved with the development and delivery of a programme of practice and professional development for staff within the speciality.

## KEY RESULT AREAS

### Clinical

Perform specialist assessment of patients nursing needs, plan, implement and evaluate care delivery using advanced clinical knowledge and clinical skills.

Lead clinical care by managing a patient caseload providing expert assessment, planning and evaluation

Co-ordinate and manage nurse-led clinics (within Speciality).

Contribute towards a multi-professional approach in the management of patients within the specialist area, especially in relation to ongoing care needs and discharge arrangements.

Establish and maintain effective communication with patients and carers / relatives.

Support patients and their families and ensure that they receive the required information to enable them to self manage, lead or participate in their care delivery.

Recognise changes in patients condition that require the intervention of others and refer on as appropriate.

To support, assist and encourage the multi-disciplinary team in resolving patient problems, by the provision of new and innovative models of case management.

To lead the specialist nursing contribution to the service, in the delivery of high standards of patient care.

To be involved in the specialist nursing contribution to the service, work in partnership with lead clinicians, General Managers, Matron to ensure the delivery of high standards of patient care.

Work with the Matron to promote the development of nurses undertaking education as considered appropriate e.g. Nurse Prescribing.

### Leadership

Act as a role model and expert nurse providing in depth specialist clinical knowledge to colleagues through MDT meetings, for patients and carers / relatives.



Act as a resource for health care professionals by being visible, available, and accessible for support and advice in relation to the management of patients in the speciality.

Ensure the effective and efficient use of physical and financial resources.

Lead consultations on and develop strategies for delivering effective care within a changing environment that improves the quality of care and health outcomes in the specialist area.

Responsible for monitoring health, safety and security of self, the team and others and promote best practice in the ward area.

Ensure systems are in place for risk assessment and minimisation including

### **Management/Operational**

Identify and develop proposals and business cases as required for future service innovation develop and influence the development of practice/services in the clinical area through the business planning process/service development and in conjunction with Matron, General Manager, Lead Clinician

Delegate work to match capabilities and workload of team members

Manage own and other resources effectively ensuring efficient service delivery.

### **Advocate**

Ensure that high standards of nursing care are given and maintained and act when standards are not being met.

Involve patients and carers in the planning and delivery of care.

Act as the patients advocate and ambassador.

Be involved in the development of a patient focussed education and information giving strategy within the speciality. [?]

[?]

Recognise, prevent and diffuse potential areas of conflict and take a key role in the management of the outcome.

### **Job Plan – Cardiology Specialist Nurse – Cardiac Rehab**

The role of the CNS contains a number of key tasks and responsibilities.

To enable the post holder to undertake their role and deliver patient care it is acknowledged and supported that the main element of the role will be contributing to clinical care.

A vehicle / framework to achieve this will be the use of a job plan and this will be discussed with the post holder at induction.

The content of the job plan will need to be agreed with the Matron, Lead Clinician and General Manager. It is also anticipated that a formal discussion will take place to agree the performance measures framework to ensure that it is role specific.

There will be an expectation that 55% of the role will be made up of sessions/planned activities that involve clinical care/direct patient care.

For the remaining 45% this will include other aspects of the role such as continuous professional development, clinical supervision, audit, administration, producing guidelines, attendance at professional forum, teaching and developing ward nurses etc.

For the purpose of Job Plan discussions, the following guidance should be followed for defining clinical commitment:



- Managing patient case load
- Receiving referrals, discharge arrangements
- Holding nurse led clinics
- Working in outpatients' clinics
- Acting as a resource for specialist knowledge and advice
- Patient communication, education, information
- MDT meetings, liaising with GP's, district nurses
- Providing specialist knowledge, skills and expertise in the practice area, ward rounds
- Initiating developing flexible and innovative approaches to meet patient needs

### **Clinical Governance / Quality**

- Ensure compliance with policies, procedures and clinical guidelines for self and others
- Develop and influence policy making and clinical guidelines internally and externally, necessary to support the specialist nursing service.
- Continually monitor standards of care and be involved in the improvement of care through benchmarking, Nursing Charter Audits and Clinical Audit.
- Support and facilitate research ensure evidence-based practice in the specialist area
- Disseminate good practice and knowledge by pursuing opportunities to present work at national conferences or via publication, encourage team members likewise
- Promote patient and public involvement activities in the specialist area leading to service improvement
- Promote peoples equality, diversity and rights
- Identify clinical issues and incidents within the Trust that reduce the quality of care within the specialist service bringing any issues to the attention of the Matron.
- Take part in activities to counter these to ensure the delivery of safe and effective care.
- Participates in clinical audit within the specialist area and supporting others to participate and ensuring agreed results are implemented.



## Education and training development

- Takes responsibility for own continuing professional development and performance, including identifying own development needs and maintain own portfolio in accordance with re-registration requirements.
- Participates in the supervision and the teaching of pre-post registration students, new staff members and junior medical staff
- Supports the ward/department sister in ensuring the clinical environment is conducive to effective learning.

## Your commitments

We are focused on providing outstanding, safe patient care, and a positive working culture that benefits staff and patients alike. This is why we ask you to:

- maintain the confidentiality of information about patients, staff and other health service business and adhere to data protection law
- comply with the Trust's policies and procedures, including infection prevention and control, risk management, health and safety, safeguarding children and adults, financial management and use of resources
- act at all times in accordance with the professional Codes of Conduct and Accountability relevant to your role
- participate in annual mandatory training.

We are a smoke-free Trust, and offer staff support to stop smoking.

## Values

We care about our values of caring, safe, respect and making a difference. We'll ask you to

demonstrate these values during the recruitment process and throughout your appointment – and you can expect us to do the same.

## Our NHS People Promise

We are committed to the NHS People Promise. We want our culture to be positive, compassionate, and inclusive – and we all have our part to play.

## Living and working in East Kent

Our large district general hospitals, specialist units and community sites provide a vibrant and diverse working environment with the extensive opportunities and teaching facilities you would expect of a large trust.

East Kent offers stunning countryside, beautiful beaches and charming places of historic interest, with easy access to London. With excellent schools, a wealth of leisure facilities and easy family days out on your doorstep, alongside beautiful and affordable housing stock, the perfect work-life balance couldn't be easier to achieve.

## How to apply

For more information or to arrange to visit us, please contact

Rebecca Enright Cardiology Matron Mobile : 07974 613548 Email : rebecca.enright@nhs.net

Tara Vaughan Cardiology Specialist Nurse – Cardiac Rehab Email : taravaughan@nhs.net



## Person specification

Requirements	Essential	Desirable	Method of assessment
Qualifications and training	<ul style="list-style-type: none"> <li>Qualifications and training</li> <li>Registered Nurse/Midwife</li> <li>Post-basic specialist qualification relevant to specialty</li> <li>Recognised teaching qualification</li> <li>First degree</li> <li>Research qualification</li> <li>Recordable specialist qualification</li> <li>Masters</li> <li>Independent Nurse Prescriber</li> <li>Management qualification</li> </ul>	.	Application Form
Clinical skills and experience	<ul style="list-style-type: none"> <li>Demonstrable post-registration experience</li> <li>Evidence of undertaking the relevant specialty successfully at Band 6</li> <li>Extensive clinical experience</li> <li>Evidence of the application of management / leadership skills and managing staff</li> <li>Involvement in audit</li> <li>Experience as a specialist nurse</li> <li>Participation in research</li> <li>In depth specialist knowledge</li> </ul>		<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>
Governance	<ul style="list-style-type: none"> <li>Management of patient information</li> </ul>		Interview
Personal/ professional attributes	<ul style="list-style-type: none"> <li>Teaching/assessment skills</li> <li>Organisation and negotiation skills</li> <li>Leadership &amp; motivation skills</li> <li>Evidence of audit and change management ability</li> <li>Computer literate</li> <li>Ability to motivate self and others</li> <li>Root cause analysis</li> <li>Evidence of leading and facilitating change</li> <li>ECDL</li> </ul>		<ul style="list-style-type: none"> <li>Interview</li> <li>Application Form</li> </ul>
Other requirements	<ul style="list-style-type: none"> <li>Evidence of continued professional development</li> <li>Ability to work both on own initiative and within a team</li> <li>Flexibility</li> <li>Able to travel between sites</li> <li>Demonstrates enthusiasm</li> <li>Recognition of own limitations</li> <li>Assertive and confident</li> <li>Diplomatic</li> <li>Personal and professional maturity.</li> </ul>	To Be aware of and adhere to the Trusts Vision, Mission and Values	<ul style="list-style-type: none"> <li>Interview</li> <li>Application Form</li> </ul>



## The small print

<b>Band</b>	7
<b>Salary Scale</b>	£43,742 - £45,996 per annum pro rata if applicable
<b>Hours of work</b>	37.5hrs F/T 30 hrs P/T
<b>Annual Leave Entitlement</b>	Annual leave entitlements are based upon the following lengths of NHS service (pro rata if applicable):  On Appointment = 27 days After five years = 29 days After ten years = 33 days
<b>Pension Scheme</b>	As an NHS employee you will be entitled to join the NHS Pension scheme and will be enrolled from your first day of service, if you meet the eligibility criteria. Employees who are not eligible to join the NHS Pension Scheme may instead be enrolled in the Trust's Alternative qualifying scheme, NEST.  Your remuneration will be subject to the deduction of superannuation contributions in accordance with the relevant scheme.
<b>Contractual Notice</b>	Bands 1-4 = 1 Month notice Bands 5-6 = 2 Months notice Band 7-9 = 3 Months notice
<b>Probationary Period</b>	New staff appointed to East Kent Hospitals University NHS Foundation Trust in this post will be subject to a 6 month probationary period. During this time you will be required to demonstrate to the Trust your suitability for the position in which you are employed. This period may be extended at the Trust's discretion and is without prejudice to the Trust's right to terminate your employment before the expiry of the probationary period. In the event that a decision is taken to terminate your contract of employment during or at the end of your probationary period, you will be entitled to a notice period in line with the statutory timescales, which for employees with less than one year's service is one week.



## Dimensions

<b>Financial and Physical</b>	Manages	Responsible for effective budgetary management of clinical area within the agreed budgetary and activity levels.
	Impacts	Authorised signatory for financial arrangements.
<b>Workforce</b>	Manages (Bands and WTE)	All post holders within ward establishment including registered nurses and healthcare assistants.
	Located	Queen Elizabeth Queen Mother Hospital
	Impacts	
<b>Other</b>		Flexible approach to working patterns.

## Communications and working relationships

Internal	<ul style="list-style-type: none"> <li>Care group</li> <li>Nursing team</li> <li>Consultants and trainee doctors</li> <li>Surgical care practitioners</li> <li>Care Group Head of Nursing</li> <li>Chief Nurse</li> <li>Clinical ward teams</li> <li>General Manager</li> <li>Matron</li> <li>Stoma nurses</li> <li>Hospital managers and site co-ordinators</li> <li>Domestic staff</li> <li>Physiotherapists</li> <li>Radiology</li> <li>Biochemistry</li> <li>Social Services</li> <li>Finance Team</li> <li>Human Resources</li> </ul>
External to NHS	<ul style="list-style-type: none"> <li>Community providers</li> <li>Commissioning group</li> <li>GP surgeries (where appropriate)</li> <li>CCGs</li> <li>District nurse liaison</li> <li>Community nurses</li> <li>Ambulance personnel</li> </ul>
Other	<ul style="list-style-type: none"> <li>Visiting clergy</li> <li>Patients</li> <li>Relatives</li> <li>Company representatives</li> </ul>

