

JOB DESCRIPTION

JOB TITLE:	Advanced Clinical Practitioner (ACP)	AFC No.: N0989
BAND:	8a	
DEPARTMENT:	Corporate	
GROUP:	Nursing	
RESPONSIBLE TO:	Speciality lead/Lead ACP	
ACCOUNTABLE TO:	Clinical Director	

JOB SUMMARY:

The Advanced Clinical Practitioner (ACP) will use specialist knowledge and skills to provide healthcare autonomously to patients in their area. The ACP is accountable for independent clinical assessment, diagnosis and treatment of patients with undiagnosed and undifferentiated conditions. In addition to this the ACP is also responsible for appropriately referring patients to relevant specialities for any necessary inpatient or outpatient investigations as well as facilitating safe patient discharge.

The post holder will be a 1st level registered nurse or registered healthcare professional and hold an MSc in Advanced Clinical Practice. The job holder will work as an autonomous practitioner within a defined clinical area, delivering all aspects of management and care to a wide range of patients with varying needs, encompassing advanced clinical assessment, critical thinking and clinical management skills that are evidence based and deliver high quality patient centred care in accordance with their scope of practice.

The post holder will work closely with all members of the multidisciplinary team and will play an integral role in the operational/strategic development of the service.

The post holder will promote and facilitate evidence based practice and clinical audit and research within the Trust

MAIN RESPONSIBILITIES:

- Practice as an autonomous professional in a self-directed manner, with confidence, authority and expertise, undertaking comprehensive range of clinical procedures

- Uses highly developed clinical knowledge to independently assess, diagnose, plan, implement and evaluate treatments and interventions for patients presenting to the specialty with complex undifferentiated or undefined presentations.
- Undertakes physical examination as indicated by the patient's condition; autonomously analyses complex clinical signs and investigation results to consider differential diagnoses and diagnose conditions, initiating treatment as required by virtue of expert clinical judgement and close liaison with members of the MDT.
- Work within the frequently challenging clinical environments with high levels of physical and mental effort
- Have a health promotion and prevention orientation and comprehensively assess patients for risk factors and early signs of illness.
- Interpret and analyse complex clinical and non-clinical facts to form accurate diagnoses, prognoses for a wide range of conditions, to recommend / deliver the best course of intervention including the development of comprehensive packages of care
- Performs clinical procedures appropriate to the history and physical examination of the patient, including further invasive testing and treatments requiring highly developed skills and precision.
- Requests investigations such as blood, urine and other laboratory tests, radiology investigations such as electrocardiographs (ECGs), ultrasound scans, X-Rays, MRI and computed tomography (CT) scans in accordance with IR(ME)R regulations and as per the training programme/ trust policy allows.
- Prescribes and reviews medication (as an independent prescriber) for therapeutic effectiveness appropriate to patient need and in accordance with best/evidence-based practice and national and local protocols and within the role's scope of practice and legal framework.
- Administer medications appropriate to patient need and in accordance with local and national policies/protocols.
- Analyses multiple sources of data including patient history, physical examination and investigation findings when making diagnoses, clinical judgements and evaluating care provided; presenting this information, to speciality /senior medical staff for advice when scope of practice is exceeded.
- Autonomously formulates appropriate management plans for patients, formulates clinical decisions and often complex treatment plans to manage

acute illness and acute episodes of chronic illness including referral, admission or discharge.

- Continuously re-evaluates findings and clinical response to treatment and establishes an appropriate ongoing management plan accordingly.
- Prioritises health problems and intervenes appropriately in complex, urgent and emergency situations, including resuscitation.
- Manages clinical events involving patients, often in unpredictable circumstances and requiring high levels of mental and/or physical effort according to the patient's dependency and clinical need.
- Provides clinical cover to specialty areas according to patient and staffing needs.
- Integrates both pharmacological and non-pharmacological treatment in patient care/management plans.
- Assesses patients with mental health needs using local policy and guidelines and refers to the appropriate services.
- Communicates effectively with patients, carers, colleagues and others using appropriate communication styles. Anticipates barriers to communication and ensure patients and significant others are kept fully informed and consent to treatment.
- Acts as a resource for staff, advising on local, national and Trust policy, procedures and guidelines ensuring patient safety and clinical governance.
- Adapt specialist clinical knowledge and skills to different clinical settings and influence service delivery and patient care.

Management and Leadership

- Role model the trust values, demonstrating a person-centred approach to service delivery and development
- Identify and implement systems to promote their contribution and demonstrate the impact of advanced level practice to the healthcare team and the wider health and social care sector
- Choose an area of special interest within advanced clinical practice with the intention to develop and take forward in your ACP role.
- Works in partnership with the existing senior medical, nursing and AHP teams in driving departmental development and change

- To develop own leadership skills within the Advanced Clinical Practitioner Team.
- Actively participates in trust ACP forum
- Contribute to the development of a specialist service and act as a change agent and facilitate the change process whilst encouraging others to be innovative and adaptable in the approach to change.
- To help implement evidence-based policies and procedures specifically required by the team.
- Propose evidence-based changes to working practices and procedures within the area of practice for better patient outcomes.
- To help implement clinical competencies for junior staff working within the team.
- To develop and maintain effective communication with the multidisciplinary team to ensure high standards of care.
- To work collaboratively with representatives of other clinical areas, disciplines and services to provide a seamless pathway of care.
- To be conversant with all Trust policies and procedures and ensure they are correctly implemented.

Education and Training

- Takes responsibility for own learning and performance including participation in clinical supervision and maintaining awareness of relevant research evidence.
- Produces a portfolio of work-based learning providing evidence of the development of advanced clinical practitioner skills and practice.
- Develops education in collaboration with the multidisciplinary team ensuring that all patient care is based on current research and best practice. Provides teaching on a formal and informal basis.
- Acts as a constant source of clinical and theoretical knowledge for all grades and disciplines of staff as well as patients and their significant others, providing support and clinical advice.
- Assist in the provision of clinical supervision and provide the opportunity to reflect and discuss areas of practice.
- Involvement in the development and delivery of training and education programmes that cross traditional professional boundaries

- Advocate and contribute to the development of an organisational culture that supports continuous learning and development, evidence-based practice and succession planning

Audit and Research

- Designs, coordinates, and undertakes collaborative audit, research and development within the specialty
- Regularly undertake clinical audit as part of the training programme and contribute/assist in the development of multidisciplinary research in the service area, implementing effective and evidence based practice.
- Develop research skills and provide support and appropriate implementation strategies for changes in clinical practice.
- Participate and contribute to any ongoing regional and national research to evaluate the effectiveness of care strategies related to the patient experience.
- To share best practice through publications and attendance/presentation opportunities at conference level.
- Supports the Trust's research and development plans.

Governance & Risk Management

- Work within the NMC/HCPC or practitioner's registration body's Code of Professional Conduct and Guidelines, Sand well and West Birmingham NHS Trust policies and guidelines, COSHH, the Mental Health Act and other instruments of statutory legislation to ensure safe and effective professional working practices for self and others
- Recognises and works within own competence and professional code of conduct as regulated by the NMC or equivalent professional body such as HCPC.
- Takes every opportunity to expand one's practice in line with the principles contained within the Nursing and Midwifery Council's (NMC) Code of Conduct (or the practitioners professional registration body). Identifies personal career development pathway as part of the formal appraisal system.
- Develop robust governance systems by contributing to the development and implementation of evidence-based protocols, documentation processes, standards, policies and clinical guidelines through interpreting and synthesising information from a variety of sources and promoting their use in practice
- Through supervision and mentorship identifies personal learning needs, participating in personal continuing education and other activities to promote their own personal growth.

- Develops clinical knowledge and professional skills through relevant training and study.
- Adheres to occupational health guidelines at all times.
- Works on their own initiative, independently and as a team. Reads and interprets policy documentation; sometimes of a clinical nature requiring periods of intense concentration.
- To ensure that systems are in place to manage, reduce and prevent clinical risk to self and others within the service area.
- To monitor incidents highlighted by members of the clinical team and communicate to appropriate areas to address risk issues.
- Actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved
- Promote best practice in health & safety, utilising unit and Trust policies

Communication and Working Relationships

- Ensures the privacy, dignity and confidentiality is maintained in all aspects and levels of communication especially pertaining to patients, carers and staff.
- Demonstrates a sensitive and empathetic communication style to build trusting relationships, ensuring patients are fully informed and consent to treatment.
- Facilitates communication between patients, their relatives and the multi-professional team both within the organisation and with external stakeholders that results in clear responsibilities being identified and ensures that care is delivered both effectively and efficiently.
- Actively involves patients, their relatives and carers in their treatment and encourages others to enable individuals to assist in their own recovery.
- Communicates highly sensitive/ difficult information and subsequently supports patients, relatives, carers and colleagues as appropriate. Imparts distressing news to patient/ relatives in considerate and professional manner.
- Communicates proactively with all staff on the clinical condition and treatment/discharge plans of patients and ensures accurate records are maintained by self and all other staff.
- Leads and supports others in coordinating the discharge process of patients and ensures written and verbal advice is available to patients, their relatives and carers.

- Ensures awareness of sources of support and guidance such as PALS and provide information in an acceptable format to all patients recognising and referring any difficulties and referring where appropriate.

CONFIDENTIALITY

The post holder must maintain confidentiality of information relating to patients, staff and other Health Service business.

HEALTH AND SAFETY

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act (1974) and the Manual Handling Operations Regulations (1992). This ensures that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

If you are a manager you will be responsible for the Trust's policy on Health and Safety and for taking all reasonable steps to maintain and where necessary to improve health and safety standards. This will include training to ensure that all employees are able to carry out their health and safety responsibilities effectively.

RISK MANAGEMENT

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

EQUAL OPPORTUNITIES

The trust has a clear commitment to its equal opportunities policy and it is the duty of every employee to comply with the detail and spirit of the policy.

CONFLICT OF INTEREST

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standard. Equally it is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Orders require any officer to declare any interest, direct or indirect with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

USE OF INFORMATION TECHNOLOGY:

To undertake duties and development related to computerised information management to meet the changing needs and priorities of the Trust, as determined by your manager and in accordance with the grade of the post

SAFEGUARDING – CHILDREN/YOUNG PEOPLE AND VULNERABLE ADULTS

Every employee has a responsibility to ensure the safeguarding of children and vulnerable adults at all times and must report any concerns immediately as made clear in the Trust's Safeguarding Policies.

INFECTION CONTROL

The Trust is committed to reducing the risk of health care acquired infection. Accordingly it is essential that you adhere to all Trust infection control policies, procedures and protocols (to include hand decontamination, correct use of PPE

(Personal Protective Equipment) and care and management of patients with communicable infections). You are required to report any breaches/concerns promptly using the Trust's incident reporting system.

SMOKING

This Trust acknowledges its responsibility to provide a safe, smoke free environment, for its employees, service users and visitors. Smoking is therefore not permitted at any point whilst on duty, in accordance with the guidelines set down within the Trust No-Smoking Policy.

The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs and will be commensurate with the grade and competencies of the post.