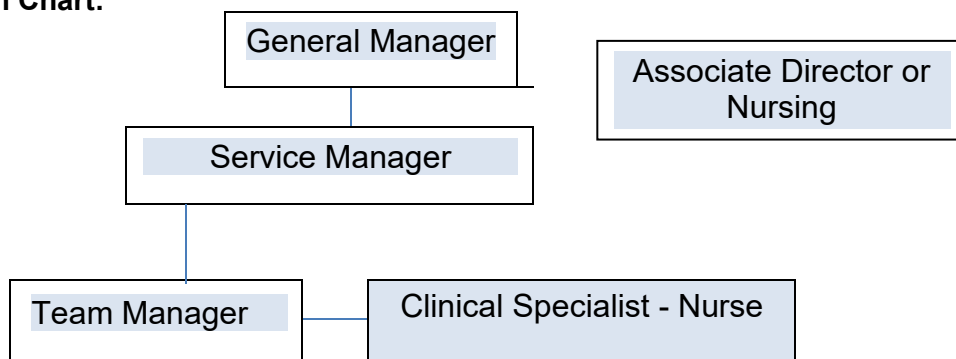


Job Description

Job Title	Clinical Specialist - Nurse
AFC Band	Band 7
Accountable to	General Manager and Associate Director of Nursing
Responsible to	Modern Matron and Service Manager
Responsible for	Clinical and Professional Leadership of Nurses in the designated specialty

1.0 Organisation Chart:



2.0 Job Summary

To be the professional lead for nurses in the designated specialty, leading on professional development and ensuring the delivery of robust evidence based practice.

To participate in the establishment of systems assisting the Team Manager in the development of clinical practice, to ensure that the developments are embedded within the team and are sustainable.

To ensure high professional standards of nursing practice in accordance with the NMC code of Conduct, with professional accountability to the Nursing and Governance Directorate.

To lead the planning, implementation and participation in training and educational activities relevant to Practice Development for nurses in the designated specialty.

To support the ward or team manager and other senior clinical staff in establishing and maintaining high standards and continual improvement within the established governance framework.

To undertake ongoing audit of care and service delivery, underpinned by research and evidence-based practice. Undertakes research as part of the role.

To coordinate and deliver clinical supervision to support all nursing staff within the area of responsibility.

To work as a non-medical prescriber / or provide a governed therapy within the NMC framework and Trust protocol, in accordance with qualification and competence to practice.

To provide nurse led diagnosis and treatment planning.

To promote at all times a positive image of people with mental health conditions and learning disabilities

To promote at all times a positive image of the specialist service area and the wider Trust.

3.0 Main Duties, area of Responsibilities

3.1 Delivering high quality patient care

Promotes and maintains safety, privacy and dignity of all patients in the delivery of patient centred care, recognising and respecting differences including spiritual and cultural beliefs

Ensures that all staff take steps to obtain patient consent , parental consent or working within Frasier guidelines to care and treatment in accordance with the Mental Capacity Act, ensuring that patients who lack mental capacity are cared for in the least restrictive way; where restrictions are in place, ensures that consideration is given as to whether a deprivation of liberty is occurring and that this is raised with the MDT to agree appropriate authorisation.

Acts, wherever applicable, in accordance with the Mental Health Act, duty of candour and associated policies and procedures

Responsible for recognising the potential for or signs of patient harm, abuse or neglect, including poor clinical practice, reporting all such concerns and taking all reasonable steps to protect the patient. Responsible for identifying and reporting concerns regarding the safeguarding of children who may be at risk.

Responsible for ensuring the highest professional standards and attitudes towards the care of patients are maintained at all times and that care is delivered in accordance with evidence based practice by all members of the team. Patients have a range of mental health conditions and learning disabilities.

Through supervision and co-working in complex cases, supports nurses to formulate, implement and evaluate interventions with individuals that are person centred and based on a range of physical and psychological approaches and therapies.

Holds a small caseload of patients with complex needs and situations and has other nursing staff co-working for their own professional development. Takes the clinical history of patients and undertakes assessments specific to the area of professional practice and expertise, to provide nurse led diagnosis and treatment planning.

Demonstrates and provides in-depth knowledge and consultancy for nurses and to mainstream services which are providing support to patients and carers with specialist needs.

Provides highly specialised advice and guidance to the Clinical Director, General Manager, Associate Director of Nursing, Service Manager, Modern Matron and Team Managers as required.

Provides direct clinical care interventions to support the development of practice in highly complex clinical cases.

To manage crises by making evidence based decisions, support colleagues and service users when necessary, and utilising other integral parts of the service, to ensure best practice in risk assessment and management.

Undertake risk assessment , and risk management for individual clients , this will involve risk to the client as in suicide , self harm , physical self neglect , substance abuse and vulnerability to exploitation as well risk to others as in violence and sexual assault. As the clinician you will be working with high risk clients , it will be essential to apply the highest level of standards to personal safety

Responsible for the safe transport and administration of medicines in accordance with Trust policy, legal requirements and NMC guidance, where applicable. Administers intramuscular injections. Undertakes the role of non-medical prescriber.

Supports individual patients and their families/carers, providing advice and liaising with other support services to co-ordinate individual support packages

Provides health education and advice on health promotion to patients and their carers

Responsible for decision making and co-ordination in a crisis situation, where necessary seeking advice and guidance from other relevant professionals.

May be required to attend Mental Health Act tribunals, coroners courts, serious incidents and CTR's

Where appropriate and with authorisation advocates for patients/carers.

3.2 Successfully communicating with others, establish and maintain great working relationships and gain co-operation

Communicates in a way which recognises difference and ensures that people feel included and their individual communication needs are met.

Communications with patients must at all times be safe (appropriate) in content, effective and respectful and made compassionately and positively to minimise anxiety and distress related to their health and well-being.

Uses appropriate communication methods to ensure effective therapeutic engagement with patients with specialist conditions including highly complex or highly sensitive information where understanding may be limited.

Communicates highly complex or highly sensitive information regarding patients' needs and progress accurately and in a timely manner to their carers/relatives as appropriate having due regard for confidentiality at all times.

Ensures that effective communication systems are maintained within the team and strengthens partnership links with GPs, social workers, local authorities, statutory, private and voluntary independent providers of care and other primary care agencies, attending multidisciplinary and other meetings as required.

Communicates highly specialist information to a wide range of staff groups, using a variety of methods e.g. particularly difficult case management information, research related information, service development information, national guidelines etc.

Communicates and engages with staff within and across teams to support effective service change.

Responsible for ensuring that communication with the public is professional and courteous at all times.

Resolves informal complaints effectively, avoiding escalation where possible and informs the team manager in a timely manner.

Participates in professional forums and special interest groups. May be a local team lead for an area of special interest.

3.3 Effectively analysing information, identify problems, develop solutions and make recommendations/decisions

Analyses and interprets a range of complex facts and situations when assessing patient conditions in order to develop appropriate intervention plans or to determine the best course of action in particular circumstances. Judgements may be required where there exists a range of options.

Responds appropriately to crisis situations, where necessary seeking advice and guidance from other senior professionals. Implements prescribed strategies and interventions to manage the crisis effectively and informs relevant staff in a timely manner.

Uses judgement when providing advice and guidance on complex clinical cases to other members of the clinical team and staff from other disciplines.

The post holder is expected to use significant discretion and professional judgement and act on their own initiative within their sphere of expertise.

Lead specialist in own area of practice, professionally accountable to the Modern Matron and Associate Director of Nursing.

Professional Nurse Lead for the team and part of the Professional Nurse Advisory Group for the locality.

Responsible for maintaining appropriate boundaries with patients.

Handles incidents and complaints in accordance with relevant policies and procedures as required.

Uses analysis and judgement when developing care plans.

3.4 Effective processing and management of information and the use of information systems

Responsible for the maintenance of accurate and comprehensive electronic patient records by self and others, or other electronic systems approved by the Trust, in accordance with the Trust and professional record keeping standards.

Uses Trust electronic systems such as IIC for the interpretation and analysis of data as relevant to the role. This includes statistical analysis, several times a month on average, relating to research and audit work.

Uses clustering tools, related assessments and other measures accurately, as a key part of the Payment by Results system to facilitate clinical reporting, monitoring and improvement activities.

May be required to write reports for Mental Health Act tribunals, coroners courts, serious incidents and CTR's.

Uses Trust-approved electronic systems as required e.g. ESR, Datix, IIC etc.

Undertakes administrative tasks in relation to own work.

Uses Microsoft Office applications.

3.5 Efficient and effective planning and organising of activities

Provides professional nursing advice to managers in support of strategic planning and business development.

Responsible for the effective implementation of Key worker (Care Coordination/Lead Professional) role to protect the health and wellbeing of service users, carers, staff and the wider community. Undertakes care co-ordination for own patients as appropriate.

In conjunction with Team Managers, ensures that there is appropriate nursing staff cover at all times. Takes appropriate action as required which may include escalation to the Service Manager.

Plans own and others workload, managing competing demands to ensure care is delivered according to clinical priority.

Develops and co-ordinates training programmes for members of the clinical team, including students.

3.6 Developing and implementing policies and or services

Leads the development of policies and procedures relating to own specialist area and ensures robust implementation, monitoring and evaluation.

As a member of working groups, represents the nursing profession, providing a professional nursing perspective to the development of policies and making recommendations which impact across other services.

Responsible for implementing agreed service changes, monitoring information, maintaining and improving service delivery to meet quality standards within the team.

Supports the development of systems to ensure robust service user representation and participation in service planning and evaluation.

Provides clinical leadership in the sharing and transfer of good practice in relation to evidence-based practice, such as the incorporation of the recovery model principles, working across specialisms with colleagues from other services.

Uses the techniques of the Trust's Quality Improvement System to facilitate continual safety and quality improvement activities as part of the ward or community team or special interest group.

Lead nurse in clinical care pathway development and implementation within own specialist area.

Participates in or leads local projects to develop services to meet the changing needs of the patient group

Participates in service improvement projects which impact across other services.

3.7 Managing finance and physical resources/assets e.g. equipment, fixtures and fittings, stationary etc

Personal duty of care to complete time sheets, mileage forms, expense claim sheets etc., accurately and in a timely manner, providing receipts as required.

Authorised signatory and orders stock as required.

Ensures all equipment is used safely and effectively by self and staff, following manufacturer's instructions, and immediately reporting any defects in accordance with local procedures.

Ensures that available resources are used efficiently and effectively by self and staff.

Responsible for the safe custody and storage of drugs in accordance with Trust policies, as applicable.

3.8 Undertaking research, audits and governance, providing assurance to others

Leads the development and monitoring of practice development in the team.

Leads the development and implementation of surveys and audits as necessary to monitor practice.

Improves professional practice by undertaking and actively participating and facilitating others to participate in research and audit.

Ensures compliance with requirements of any research activity, adhering to the established clinical governance arrangements.

Promotes, initiates and develops professional research audit projects in collaboration with the Clinical Director, Associate Director of Nursing and any relevant members of the multi-disciplinary team.

Remains up- to-date with developments in practice and research and facilitates others in applying relevant findings to professional practice.

Participates in the development and maintenance of standards within nursing and associated professional disciplines.

3.9 Management of others, including planning and allocating work, training and development and management of the employment contract

Works closely with the team managers and senior staff to identify and support the professional training and development requirements for nursing staff, including those carrying a specialist caseload. Delivers specialist training in own area of expertise and contributes to the delivery of wider nurse training programmes.

Ensures that systems are in place to enable individual practitioners to meet their Professional Practice requirements.

Plans and contributes to the training, teaching and supervision of students and liaises with relevant training and educational bodies.

Provides clinical supervision to staff and trainees as required and contributes to staff appraisals, ensuring the effective implementation of professional development plans.

Ensures that clinical supervision arrangements and structures are in place for all registered nurses and non-regulated staff undertaking direct patient care in accordance with Trust policy and the clinical supervision protocol for nursing.

Uses the appropriate support systems to deal constructively with any exposure to distressing information received within the team and offer support to junior colleagues where required.

Supports nurses to adhere to all clinical and corporate policies and procedures.

Arranges and participates in recruitment, selection and appointment of staff.

Ensures effective liaison between community and in-patient services, working with other professionals in the development and supervision of staff working in community and/or inpatient services.

Responsible to the Service Manager for the clinical performance of the nursing team through a standard, robust, evidence based caseload management framework.

Accountable to the General Manager and Service Manager for individual and team clinical performance and development.

Provides training to all members of the clinical team, monitoring and evaluating learning outcomes, providing feedback and assessing competencies to facilitate learning in practice. Practice Assessor or Practice Supervisor for students as professionally appropriate.

Provides training in relation to own work to GPs, statutory, private and voluntary providers of care and other primary care agencies as appropriate.

Depending on work area may be responsible for conducting delegated appraisals, ensuring appropriate training is delivered and undertaking the informal stages of sickness, management, grievance, disciplinary and capability matters.

3.10 Managing Self and Level of Autonomy

Comply with the terms of the contract of employment, the Staff Compact and the Trust's Statement of Values and Behaviours.

Be aware of, comply with and keep up to date with all Trust Policies and Procedures and other communications relevant to the role.

Maintain registration with the appropriate professional body where applicable and comply with the relevant code of conduct and standards of professional practice.

Fully participate in management, clinical and professional supervision sessions relevant to the role, as required by the Trust.

Fully participate in annual appraisal and appraisal reviews.

Maintain up to date knowledge and competency in the skills required to perform safely and effectively in the role. Undertake relevant training (including statutory and mandatory training) and be responsible for personal development agreed with the line manager and in line with the requirements of the AFC Knowledge and Skills Framework.

Data Quality is a personal responsibility for all employees. The information that you record as part of your duties at the Trust must be fit for purpose, reliable and easily accessed by appropriate/authorised personnel. To achieve this standard the information must be: accurate, relevant, legible (if hand written), captured and recorded in a timely manner, complete, up to date and appropriately stored.

All staff with clinical registration are professionally accountable for the quality of information they collect and use.

4.0 Other Requirements

Safeguarding

- All staff members have a duty to report any concerns they have about the safety wellbeing of adult service users, members of their families, including children. Employees should be aware of their roles & responsibilities to both prevent and respond appropriately to abuse.
- They should undertake the safeguarding training relevant for their role.

The post requires an up to date and relevant DBS

Flexibility

- The post holder may be required to undertake duties not specified in the job description, but which are commensurate with the role and/or band as required by service need.
- The post holder may be required to work in different locations as required by service need.
- The post holder may be required to work flexible hours as required by service need.
- There may be a requirement to change the job description in light of developing service needs.

Physical Effort required for the role

- The role requires a combine of sitting and standing, however there may be occasional requirement to exert moderate physical effort when manoeuvring patients

Exposure to Emotional Circumstances/information

- This nature of the role will involve occasional exposure to distressing and emotional circumstances, in particular challenging behaviour/bereavement, caring for patients.

Predictability of the role and level of concentration/mental effort required

- The duties of the role will be predictable, however there will be the requirement for frequent concentration, when carrying out patient assessments, supervision of other staff, report writing

Working conditions

- The nature of the role may result in occasional exposure to verbal aggression

5.0 Person Specification

Essential	Measured by
<p>The following identified Qualification Experience and knowledge are all essential criteria that all candidates/post holders will have in order to be shortlisted for the role</p> <p>Qualifications Required</p> <p>Current Professional Registration with Nursing and Midwifery Council - RMN / RNLD/ RGN (RNSC - CAMHS Only)</p> <p>Recognised Practice Assessor/Practice Supervisor or currently in progress of achieving.</p> <p>Trained in Clinical Supervision and providing Clinical Supervision or in the process of achieving</p> <p>Postgraduate diploma in a subject relevant to the area Or be willing to work towards and achieve within 2 years and</p> <p>Within the first year of being in post hold a recognised qualification in a governed therapy/advanced clinical qualification e.g Intermediate Systemic Family Therapy/Post Grad diploma in CBT/British Isles Dialectical Behaviour Therapy /NMP (Independent Prescriber)</p> <p>And have</p> <p>Equivalent clinical experience to that of a Post Grad Diploma/master's level such as working as a band 6 (or above) in relevant clinical area with significant experience (see below under experience), together with evidence of relevant CPD</p> <p>Experience required</p> <ul style="list-style-type: none"> • Significant experience working with patients with complex needs in the specialist field. • Significant experience working with patients who display risk behaviours • Clinical risk assessment and management and its application in practice • Working collaboratively with service users their families and carers • Working in a multi-disciplinary team • Quality improvement activities • <p>Knowledge Required</p> <ul style="list-style-type: none"> • Extensive knowledge of current issues relating to health needs of patients in the field of practice, regionally and nationally • Understanding and working knowledge of the legal framework and statutory obligations under the Mental Health Act, Mental Capacity Act • Detailed understanding of Safeguarding and its application in practice. • Clinical Risk Assessment and Management and its application in practice. • Clinical Governance and its application in practice. • Working knowledge of clinical medicines management • Understanding of psychological models of care and treatment (depending on specialist area) 	<p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p>

<p>The following sets of Knowledge, Skills, Experience, Personal Attributes are all essential requirements of the role, as identified some will be measured as part of the interview process and other must be acquired by the post holder within the first 6 – 12 months of being in post.</p>		Method of Assessment and timescales	Desirable
<p>Knowledge/ Skills/experience</p>	<ul style="list-style-type: none"> • Community Transformation Framework or iThrive Framework and its application in practice. • Research methodology or within agreed timescale • Developing practice standards • Inter-agency and partnership working. • Demonstrate clinical history taking and assessment skills in order to provide nurse led diagnosis and treatment planning • Demonstrate leadership qualities and motivational skills • Demonstrate effective communication, organisational and administrative skills. • Write reports. • Use multimedia materials for presentations in professional settings. • Use approved techniques in physical intervention if required in appropriate clinical area. • Demonstrate recovery-focussed practice. 	<p>At interview and all to be obtained within 6 – 12 months of being in post</p>	<ul style="list-style-type: none"> • Experience of working within a range of services, including inpatient and community settings. • Experience of undertaking or participating in research • Specialist knowledge of working within a multi-disciplinary/multi-agency community team setting. • Principles of change management. <p>Principles of project management</p>
<p>Personal Attributes</p>	<ul style="list-style-type: none"> • Able to work in accordance with Trust Values. • Committed to continual quality and service improvement. • Self-aware and committed to continual professional and personal development. Able to accept and respond positively to feedback from supervision. • Committed to promoting a positive image of people with mental health conditions and learning disabilities. • Committed to promoting a positive image of the department and the wider Trust. 	<p>Interview by Values based Questions</p> <p>Within 6 – 12 months of being in post</p>	
<p>Other Requirements</p>	<ul style="list-style-type: none"> • Ability to travel independently in accordance with Trust policies and service need. • This role required a relevant DBS 		

JOB DESCRIPTION AGREEMENT

Post Holder

Sign..... Date.....

Print Name.....

Line Manager

Sign..... Date.....

Print Name.....

Print Job Title.....



Our Journey To Change key messages

It's really important that as we continue to raise awareness and embed Our Journey To Change we use key messages. They will help us to use a shared language to communicate consistently with everyone and to make sure that what we say is simple and human. The key messages below are for use in the communications we share and conversations we have about Our Journey To Change.

Key messages:

- Our Journey To Change sets out why we do what we do, the kind of organisation we want to become and the way we will get there by living our values, all of the time. To help us achieve this we have also committed to three big goals over the next five years.
- Our Journey To Change was created with more than 2,500 colleagues, service users, families, carers, partners and our local communities who all took part in Our Big Conversation. We listened to every piece of feedback – and we will continue to listen.
- Through our conversations it was clear that the experience we provide to our service users, carers and colleagues was not consistently good and partners told us we weren't always easy to work with. We are committed to ensuring that we improve this experience for everyone.
- Change won't happen overnight but Our Journey To Change will be placed at the centre of everything we do and will inspire all actions and decision making at all levels, all of the time.
- This is our journey with you – it's important that everyone continues to be part of this.

Our values - key messages

- We are committed to co-creating safe and personalised care that improves the lives of people by involving them as equal partners. The most important way we will get there is by living our values, all of the time.
- Our values are respect, compassion and responsibility. They were created with more than 2,500 colleagues, service users, families, carers, partners and our local communities who all took part in Our Big Conversation.
- Our values are:
 - respect – we listen, we are inclusive and we work in partnership
 - compassion – we are kind, we are supportive and we recognise and celebrate achievement
 - Responsibility – we are honest, we are always learning and we are ambitious.
- Our values are at the heart of everything we do.

Further information

Further information is available at www.tewv.nhs.uk/about-us/our-journey-to-change

There is also further information for colleagues on our internal staff intranet <https://intranet.tewv.nhs.uk/our-journey-to-change>