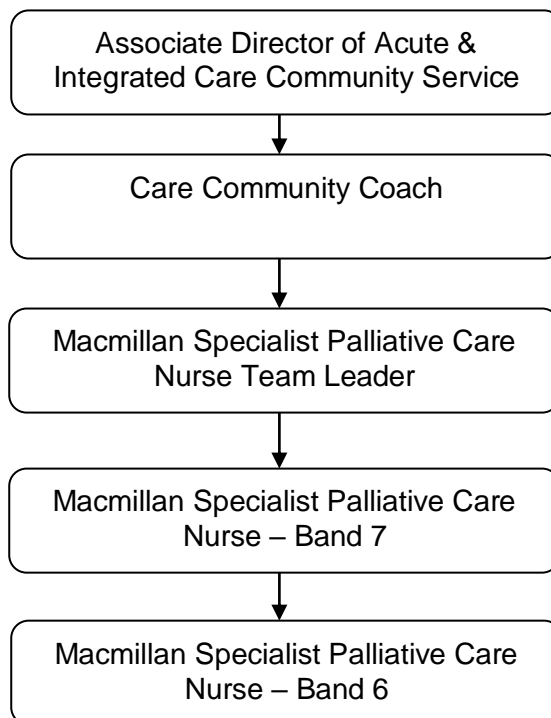


JOB DESCRIPTION

JOB TITLE	Macmillan Specialist Palliative Care Nurse
PAY BAND	Band 7
DIRECTORATE	Acute & Integrated Community Care
DEPARTMENT	Specialist Palliative Care Service
BASE	Macclesfield District General Hospital
RESPONSIBLE TO	Specialist Palliative Care Team Leader
ACCOUNTABLE TO	Care Community Coach
RESPONSIBLE FOR	Macmillan Specialist Palliative Care Nurse Band 6

Organisational Chart



Job Summary

An expert practitioner who can lead the specialist nursing/practitioner function in the delivery of specialist care including assessment of complex care needs and is able to lead in developing and implementing programmes of care. He/she will take a lead role in facilitating, enabling and supporting the development of this service based on best practice ensuring delivery of high quality, effective and efficient care within the specialist palliative care team. The post holder will lead in developing and delivering high quality patient centred care and working with the associated clinical team to ensure this is incorporated within the directorate and Trust objectives. The Macmillan specialist palliative care team provide a nursing service in both the hospital and community for those patients with specialist palliative care needs. The post holder will support patients and provide a service to facilitate and maintain an optimum quality of life for both patients and their relatives.

Key Duties/Responsibilities

Clinical

- Plans and develops clinical protocols for specialist area.
- Works autonomously to manage his/her own caseload of patients whilst working as part of a multidisciplinary team
- Enables patient choice and involvement and initiates appropriate action
- Coordinates and develops patient care pathway and liaises across organisational boundaries
- Plans specialised programmes of care and provides highly specialised advice to patients, relatives and carers.
- Ensures each patient is placed in the correct treatment pathway at the appropriate time and necessary investigations and treatments are organised.
- Provides clinical advice and support to healthcare professionals within and across organisational boundaries.
- Provides clinical advice in accordance with current evidence based practice.
- Undertakes nurse/practitioner -led clinics, participates in consultant led clinics and multidisciplinary team meetings.
- Participates in case conferences in relation to future management or discharge arrangements.
- Ensures patients and their families are given appropriate oral and written information regarding planned care.
- Maintains accurate patient records and ensures all relevant information is documented in the patient's medical and nursing records.
- Work as an independent non medical prescriber (adhering to Trust policy) with the ability to initiate and adjust medication within your field of expertise

Education

- Lead on the development, planning and delivery of a range of specialist educational and training programmes for healthcare professionals, patients and carers.
- Lead in the teaching and development of healthcare professionals, patients and carers.
- Provides clinical supervision and mentorship to junior or new clinical nurse specialists / practitioners/nurses / medical staff as required.
- Identifies assists and meets the educational needs of the patient and their family.
- Maintains own professional development, skills and competencies through participation in training and development activities.
- Maintains and updates evidence based knowledge and skills.
- Fulfils all mandatory training requirements for the trust and assists others within the department to do so.
- Undertakes health promotion across organisational boundaries.

Management

- Manages own caseload, and coordinates patient journey across business groups and organisational boundaries.
- Works in close collaboration with other health care professionals across organisational boundaries to ensure service meets patient's needs.
- Assists with the recruitment and initialising of new staff.
- Acts as a clinical supervisor to staff within the department.
- Acts as a mentor to pre and post registration nurses, assisting in meeting their learning needs.
- Lead in the development of local policies, protocols and procedures in accordance with local and national standards in relation to specialist area of expertise

Research

- Take the lead for clinical audit and development of knowledge within specialist field of practice.
- To carry out research in relation to specialist area of practice taking into account local and national guidance
- Undertakes evidence based practice and ensures dissemination of relevant research and best practice
- Supports and advises junior staff who may wish to undertake audit and research in specialist field Professional
- Be a member of relevant professional association and attend/present at regional/national meetings and conferences as required.
- Identify personal learning needs and take steps to pursue personal development plan
- Maintain practice within the context of the professional guidelines for the relevant professional body and policies laid down by the Trust.
- Maintain a comprehensive personal profile and demonstrate appropriate professional development to Post Registration Education and Practice standards.
- Evaluate professional performance and identify implications for practice.
- Ensure the promotion of safety, well being and interests of patients, staff and visitors to the department.

This list of duties is not intended to be exhaustive, but indicates the main areas of work and may be subject to change after consultation with the post-holder to meet the changing needs of the service.

GENERIC CLAUSES FOR ALL JOB DESCRIPTIONS

To maintain a broad understanding of the work of the Directorate and Department, and of Trust as a whole, and actively contribute your ideas for the improvement of service provision.

To ensure own actions contribute to the maintenance of a quality service provision.

To be responsible for the self-development of skills and competencies through participation in training and development activities and to maintain up to date technical and professional knowledge relevant to the post.

To participate in Trust's Performance and Development Review and to undertake any identified training and development related to the post.

To undertake statutory and mandatory training as deemed appropriate by the Trust.

To develop and maintain effective working relationships with colleagues.

To adhere to all Trust policies and procedures.

Health & Safety:

All staff have a duty to ensure the health and safety of themselves and others whilst at work. Safe working practices and health and safety precautions are a legal requirement. ALL accidents must be reported to your manager and in line with the general philosophy of the Trust; you must participate in accident prevention by reporting hazards and following relevant policies and procedures including Moving and Handling guidelines.

Infection Control:

All staff have a duty to comply with all relevant ECNHST guidelines and policies in relation to Infection, Prevention and Control. You have a duty to ensure that you minimise the risk of infection, infectious diseases and particularly Hospital Acquired Infection. This responsibility includes minimising the risk by highlighting any concerns you may have to the appropriate person as identified in the policies and guidelines.

Risk Management:

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

Data Security:

To ensure that the Trust Policies and Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

Confidentiality:

Working within the trust you may gain knowledge of confidential matters which may include manual / electronic personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Equality & Human Rights:

The Trust will ensure that job applicants and prospective and current employees are treated solely on the basis of their merits, abilities and potential without any unjustified discrimination on grounds of age, gender, gender reassignment, sexual orientation, disability, marital or civil partnership status or family circumstances, race, colour, nationality, ethnic origin, religion or belief, trade union activity & social and economic status.

Values based Recruitment:

The post-holder has a responsibility to ensure that their own actions and behaviours fully support the Trust's core values.

Codes of Conduct and Accountability:

You are required to comply with Trust codes of conduct and accountability and codes of conduct which are relevant to this post.

SAFEGUARDING Adults and Children:

East Cheshire NHS Trust has a responsibility and is committed to, safeguarding and promoting the welfare of children, young adults and adults at risk with care or support needs and expects all staff and volunteers to honor this commitment to minimise risk of harm in accordance with current legislation, statutory guidance and Trust policies and procedures. This means that staff must understand their own responsibility and recognise the requirement to engage with staff training and supervision, as well as promoting multi-agency working to safeguard our patients.

Disclosure and Barring Service (DBS)

“REHABILITATION OF OFFENDERS ACT: This post is exempt from the Rehabilitation of Offenders Act 1974. Should you be offered the post it will be subject to a disclosure and barring check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions”.

The Trust requires an Enhanced Disclosure through the Disclosure and Barring Service for this post to ensure suitability for employment.

THE TRUST OPERATES A NO SMOKING POLICY

PERSON SPECIFICATION



East Cheshire

NHS Trust

JOB TITLE	Macmillan Specialist Palliative Care Nurse		
PAY BAND	Band 7		
	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	<ul style="list-style-type: none">• RGN / RN / RSCN• Nursing degree or be working towards• Master's level short courses in specialist area or evidence of working towards or can demonstrate an equivalent level of work experience• Teaching / Mentoring qualification• Evidence of continuing professional development• V300 or V150 nurse prescriber or working towards		
KNOWLEDGE & SKILLS	<ul style="list-style-type: none">• In-depth knowledge of recent NHS legislation, recommendations for specialist area• Detailed awareness of national and local priorities and changing trends in specialist palliative care• Audit skills		
EXPERIENCE	<ul style="list-style-type: none">• Proven post registration experience in the relevant specialism• Experience of planning and completing audit / research• Experience of teaching and mentoring staff• Experience of undertaking projects• Experience of implementing change		

SPECIFIC JOB REQUIREMENT	<ul style="list-style-type: none"> • Ability to manage / lead junior colleagues • Advanced communication, negotiation and listening skills • Ability to make appropriate decisions at all levels • Ability to prioritise workload, achieving a balance between clinical and other aspects of role • Ability to cope under pressure • Proactive, takes own initiative • Supportive team member 		
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Signature of Postholder:

Date:

Print Name:

Signature of Manager:

Date:

Print Name: