

## Candidate Pack

For

**Lymphoedema Nurse Band 6 secondment  
post for 6 months.**



North Middlesex University Hospital NHS Trust is a medium sized District General Hospital based in Edmonton in Enfield, North London. We serve a diverse multicultural population largely from the London boroughs of Enfield and Haringey. Many of our patients live in wards that are within the 5% most deprived in the UK and a large proportion of our patients were born abroad. This makes it both a fascinating and a challenging hospital to work in.

Over the last decade we have rebuilt almost all of the hospital and now have facilities that we are proud to work in. We employ over 3,500 staff, more than half of whom live locally. We encourage apprenticeships from the local community and work closely with our local Health Watch.

We are primarily an emergency led hospital with more than 90% of our bed days being used for patients admitted via our emergency and ambulatory units. As well as offering everything you would expect from a major acute hospital, we have a number of tertiary services treating patients with HIV and Sickle Cell Disease and a large cancer and radiotherapy service. We also run our local community Sexual Health Clinics.

The Community division comprises of the 0-19 Service, Health Visitor and School Nursing services, that deliver the Healthy Child Programme. As well as a BCG clinic for targeted babies and Canterbury ward, that supports the acute wards.

We are proud of our staff and want to ensure their training allows them to provide excellent clinical care. We are also a training unit for medical students from UCL and St George's University Grenada, and for nursing and midwifery students from Middlesex and City Universities.

Our priorities:

### 1. **Providing Outstanding Care**

We will provide:

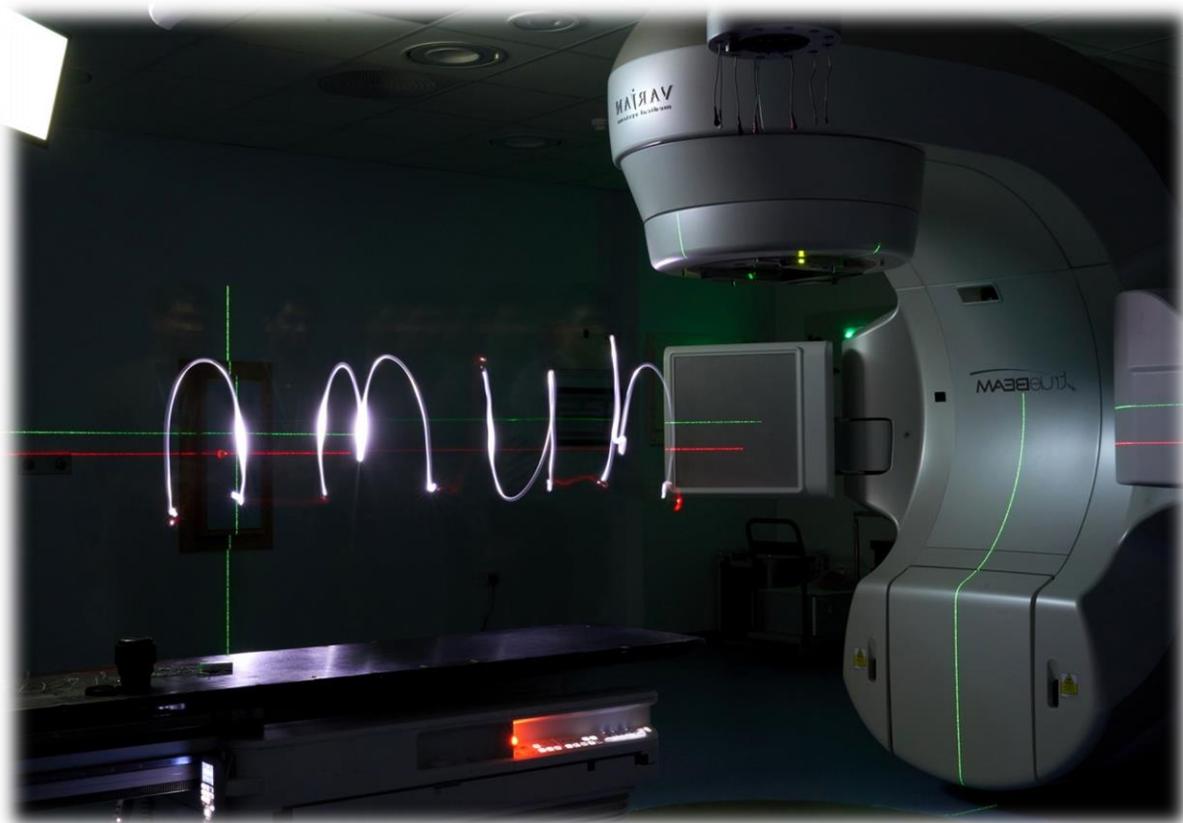
- Excellent outcomes for patients
- Excellent experiences for patients and staff
- Excellent value for money

### 2. **Partnering with Others**

We will work closely with our system partners to integrate health and care and broader public services and guide you towards the best services for you.

### 3. **Keeping Healthy**

We will use every opportunity we have to promote wellbeing, providing information and education for our community.



## Additional Information

### Location

Situated in Edmonton, North London with a multi-cultural community, the area provides a wide range of facilities and is close to the heart of London. Central London is easily accessible, with Liverpool Street and Kings Cross approximately 30 minutes away by public transport.

### Benefits

We want to attract the best and brightest people to work at NMUH and that means looking after you from the moment you apply for a role at the Trust and throughout your career with us. Our staff are our most valuable asset, and we believe that investing in colleagues is crucial if we want to enable everyone to reach their full potential.

### Learning and Development

As a University Trust, we recognise the importance of investing in our workforce to continue to deliver the right care in the most effective way, based on a sound evidence base and continuing professional development. We offer:

- A structured leadership and management development programme
- Core skills statutory and mandatory training programmes
- A 'one-stop' induction programme for all new staff – introducing you to the Trust,

- our values and our services
- A structured programme of learning for trainee doctors, student nurses and students across allied health professions
- A coaching network where trained coaches throughout the Trust are matched with staff of all disciplines to provide a powerful development opportunity.
- A wide range of Continued Professional Develop (CPD) opportunities, working with
- partners – such as Middlesex University and University of Hertfordshire, to deliver training and development programmes and support

### Health and Wellbeing

We offer a Health Hub which helps improve staff health and wellbeing across the Trust – encouraging staff to step away from their work and think about their own health. This includes:

- Workshops, challenges and social events throughout the year
- Confidential and safe forums where staff can talk about the emotional impact of their work
- A equality and diversity staff network providing support to all staff
- Mindfulness bite size taster sessions
- Mini health checks
- Free, confidential counselling services 24/7
- Reduced gym rates at a number of local health clubs/gyms.

### Pay and Annual Leave

- Generous annual leave: starting at 27 days and increasing after five and 10 years
- Maternity/paternity and shared parental leave schemes
- Sick pay for all substantive and permanent staff
- Range of flexible working options across the Trust including compressed hours, term time contracts, part-time working etc.
- One of the best pension schemes in the UK

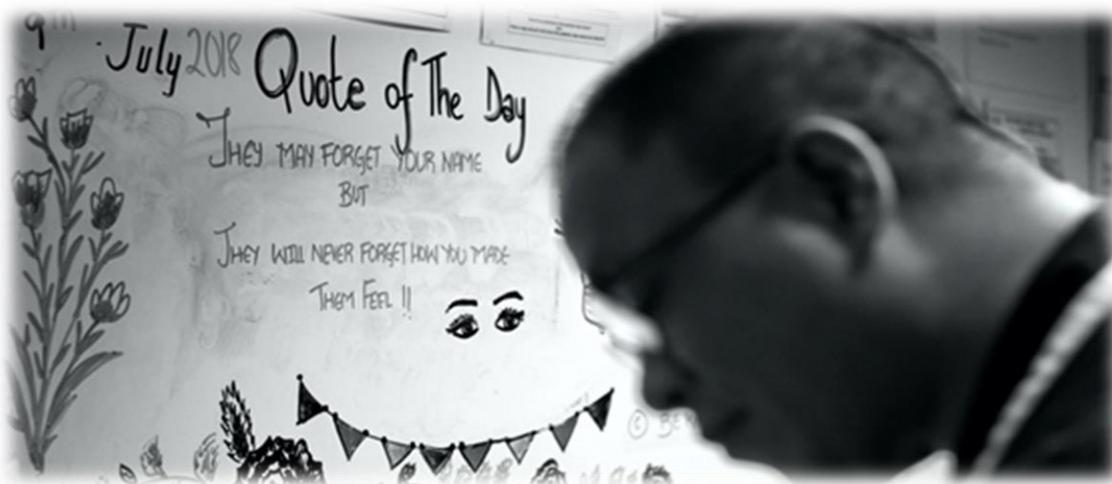
### Road Access and Public Transport

Situated on the North Circular Road, the hospital is within very easy reach of the M25, M1, A1, A10 and A12. The hospital is situated close to the residential districts of North London including Enfield and Winchmore Hill, which all have an excellent environment and schools.

Silver Street main line railway station is a 5-minute walk away, with services direct to Liverpool Street Station and Seven Sisters underground Station.

### Follow us on social media





### Our Values and Expected Behaviours

You are part of Team North Mid, a workforce over 3,500 strong. A big part of working here is having a culture and values that help us to achieve our vision of delivering outstanding care to local people.

#### We are caring:

What it means	Our behaviours
<ul style="list-style-type: none"> <li>We are compassionate and take time out to check on colleagues and patients</li> <li>We are understanding and recognise each other as individuals</li> <li>We are committed to improving our community for colleagues, patients and carers</li> </ul>	<ul style="list-style-type: none"> <li>Showing empathy</li> <li>Being curious</li> <li>Showing humility</li> <li>Listening to others</li> </ul>

#### We are fair:

What it means	Our behaviours
<ul style="list-style-type: none"> <li>We respect and understand each other's differences and backgrounds</li> <li>We are consistent with providing realistic, clear expectations and constructive feedback</li> </ul> <p>We are always looking for opportunities to develop all our staff and our services</p>	<ul style="list-style-type: none"> <li>Being consistent</li> <li>Listening to others</li> <li>Supporting each other</li> </ul>

#### We are open:

What it means	Our behaviours
<ul style="list-style-type: none"> <li>We embrace change and continuously challenge ourselves and colleagues to create meaningful improvement</li> <li>We ask for help when we need it; we offer help when we see a colleague struggling and we are always open to challenge</li> </ul>	<ul style="list-style-type: none"> <li>Speaking up</li> <li>Being curious</li> <li>Learning from mistakes</li> </ul>

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| <ul style="list-style-type: none"><li>• We actively look for new ways of working and explore new partnerships across teams, divisions and organisations</li></ul> |  |
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These values are extremely important to us and we expect everyone who works at the Trust in any capacity to share and uphold these values. Further information on the Trust's values is available on our website.

### Care and Compassion

Ensure that any escalation of care concerns or safeguarding escalations are made robustly through the appropriate channel. Undertake audits and where appropriate cooperate with the corporate nursing team to maintain Trust standards of care.



## Job Description

**Job Title:** Lymphoedema Nurse

**Band/Salary:** Band 6 £40701 - £48054

**Department:** Lymphoedema Service (Enfield Community Services)

**Location and mobility:** Your normal place of work will be Forest Primary Care Centre. However, you will be required to work at any other location of the Trusts interests, including travelling to appropriate meetings, outside of the borough, as required.

**Accountable to:** Consultant Nurse

**Responsible to:** Lymphoedema Specialist Nurse

**Responsible for:** Lymphoedema Team

## Key Working Relationships

The post holder will be expected to work collaboratively with a wide range of health and social care professionals within the community, acute and out-patient setting including:

- Primary and community health care teams
- Specialist cancer and palliative care colleagues
- Oncologists, multidisciplinary clinicians, and coordinators working in the Cancer Network
- Lymphoedema services in NCL and Pan London
- Nursing home staff
- Social care providers
- Voluntary services
- General Practitioners
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## Job Summary

The post holder would be expected to demonstrate competent and compassionate clinical judgement in deciding on patient focused long-term goals, with the aim of improving quality of life for the patient with lymphoedema or chronic oedema. To carry a clinical caseload, working to a high professional standard, using clinical and theoretical knowledge and skills to work as an autonomous practitioner, maintaining associated record keeping via RIO. To work as a team player in a small team and learn the specialized skills, to further their knowledge in lymphoedema management.

The post offers a fantastic opportunity to develop clinical skills and develop one to one relationship with patients supporting them to manage their long-term conditions

## Introduction to the Department

The Lymphoedema Service is led by a Consultant Nurse and consists of two Clinical Nurse Specialists, a healthcare assistant, and Administrative Support.

The service provides specialist advice to patients on the management of lymphoedema, chronic oedema and lipoedema across the borough of Enfield. We provide Nurse led clinics daily in a variety of settings and visits the housebound patients at home or residential and nursing homes. The catchment area is ethnically and socio-economically diverse. The post holder will be required to work across multiple care settings alongside a skilled multidisciplinary team within the community and will require liaison with other external services to support quality health improvement in our patient group.

### 1. Main Duties and Clinical Responsibilities:

1.1: To aid the lymphoedema team in the provision of community lymphoedema services across Enfield.

1.2: To be professionally and legally responsible and accountable for all aspects of own professional practice in line with the standards of the trust, Division and Nursing and Midwifery Council/ professional regulator.

1.3: To work closely with all members of the lymphoedema Service to develop their skills and become able to manage uncomplicated lymphoedema patients.

1.4: To work as a key worker for patients, to assess and manage clinical risk within own patient caseload, ensuring patients have consented to therapy and treatment.

1.5: To utilize advanced clinical reasoning skills and evidence-based knowledge to assess patients holistically and then to implement lymphoedema management plan as appropriate

1.6: To demonstrate highly developed dexterity, coordination and palpatory sensory skills for assessment and manual treatment of patients

1.7: To provide spontaneous specialist lymphoedema advice, face to face and/or via the telephone

1.8: To provide educative information and instruction to the patient, relatives, carers, and healthcare professionals to promote understanding of the aims of therapy/ treatment intervention or non-intervention.

1.19: To create with patients' self-management care plans and encourage compliance with self-care

1.11: To be available and provide specialist advice to health care professionals from within the Trust.

## 2. Operational Delivery:

2.1: Using well developed organizational and time management skills to plan, run and review lymphoedema clinics held within the community to ensure that they meet the needs of the patient population and those of the service with support from the Lymphoedema Clinical Lead.

2.2: To maintain accurate, timely records of patients care by documenting all communication with them and recording all relevant information whenever they have been seen in their individual lymphoedema record through RIO

2.3: To attend and contribute to meetings relevant to the specialty and communicate with other health care professionals on matters relating to the care of patients.

2.4: To manage resources efficiently and bring to the attention of the Clinical Nurse Specialist or Lymphoedema Clinical Lead any aspect of patient care that may have resource implications.

2.5: To maintain the upkeep of equipment used within the department to ensure its safe, effective, and accurate use with patients.

2.6: To utilize the trust information systems to assist in the supply of data gathering and statistical evidence required for resource management and clinical audit of the service.

## 3. Patient / Customer Care:

3.1: To demonstrate a positive and realistic attitude to the patient with lymphoedema to ensure that the physiological, psychosocial, spiritual, and cultural needs of the patient and family are met.

3.2: To work as part of the lymphoedema team in the provision of community lymphoedema services in Enfield.

3.3: To work in accordance with Trust standards, local service standards and national / international guidance.

3.4: To demonstrate excellent holistic assessment skills in assessing the patients physical and psychosocial needs and how this might impact on managing their chronic oedema.

3.5: To demonstrate the ability to innovate and problem solve to support people to live well with chronic oedema within the context of their overall health needs.

3.6: Through knowledge of the physical and psychological effects of lymphoedema, to discuss with the patient the most appropriate management of their lymphoedema, demonstrating an understanding of the patient's goals in deciding or reviewing treatment options.

3.7 To develop skills in choosing and fitting compression garments/ wraps, that meet identified patients 'needs and to use their skills and knowledge to evaluate the continued appropriateness of these garments/ wraps.

3.8: To develop skills in the use of compression bandaging and identifying patients for whom this aspect of treatment is appropriate.

3.9: To develop skills in the use of compression bandaging and identifying patients for whom this aspect of treatment is appropriate.

3.10: To liaise with medical colleagues and all members of the multi-disciplinary team to ensure that a coordinated, high quality, patient focused approach to lymphoedema management is adopted.

3.11: Ensure long-term continuity of care by liaising with the primary care team and other lymphoedema professionals and providing joint care where this is appropriate

3.12: To be willing to undertake the Independent Nurse Medical prescribing course.

3.13: To be willing to undertake a lymphoedema management course.

#### **4. Management:**

4.1: To work with the Lymphoedema team to ensure mission and direction of the lymphoedema service, and the development of the service in line with Trust strategy.

4.2: To contribute to ensuring the provision of a high quality lymphoedema service within Enfield.

4.3: To assist, enhance and facilitate team working within the service for the benefit of patients and to reduce fragmentation.

4.4: To be responsible for efficient management of own clinical caseload attending clinics, visiting, and assessing inpatients, teaching commitments and service development

4.5: Working and communicating closely daily with the team, flexibly plan and manage own time and to organize the priorities for the day and working week

4.6: To be responsible with other lymphoedema team members for maintaining the lymphoedema treatment room and equipment.

4.7: To participate in audit and research

4.8: To listen to patient and staff feedback and be solution focused as a team.

4.9: To manage any complaints and incidents received by the service

## 5. Communication and Relationship Building:

5.1: To always act as a positive representative for Enfield Community Trust and the lymphoedema Service

5.2: To use advanced listening skills to understand the physical and psychosocial needs of patients and carers and incorporate these into management of the patient's lymphoedema. This includes the ability to interpret and respond to patient's unmet needs, to respond to an opening that the patient may provide and refer the patient to an appropriate health care professional to address this need where necessary

5.3: To provide specialist lymphoedema advice and support to other health professionals, care agencies and third sector workers, to ensure high-quality person-centered care.

5.4: To use expert skills in communication, clinical judgement, and management within the lymphoedema setting.

5.5: To develop into an autonomous practitioner to be able to work independently.

5.6: To always maintain confidentiality and manage information sensitively.

5.7: To demonstrate discretion, dignity and respect when communicating with patients, colleagues, and other agencies.

5.8: To use tact and diplomacy to communicate complex sensitive information where motivational, negotiating, empathetic and reassurance skills are required.

5.9: The post holder will be expected to work collaboratively with a wide range of health and social care professionals within the community, acute and out-patient setting including:

- Primary and community health care teams
- Specialist cancer and palliative care colleagues
- Oncologists, multidisciplinary clinicians, and coordinators working in the Cancer Network
- Lymphoedema services in NCL and Pan London
- Nursing home staff
- Social care providers
- Voluntary services

## 6. Finance and Resource Management:

6.1: As an Independent Nurse Prescriber, the post holder must be aware of the financial impact and trust guidance on which hosiery to use and how frequently these can be replaced on the NHS,

## 7. Effort, Mental and Environment:

7.1: Working with patients with chronic oedema requires a level of physical strength and skills often in challenging situations that may be tight for space, restricted light conditions, working at different heights e.g. kneeling on a floor, bed, couch, standing and bending over for protracted periods of time, depending on the patient's location.

7.2: Working with patients with chronic oedema requires the ability to concentrate for long periods of time and complex mental effort is required.

7.3: Emotional support for patients and colleagues and will require compassion, respect, and the ability to tailor approaches to the presenting situations.

7.4: The job and role will involve a variety of working conditions, frequent interruptions, and exposure to substances that come under COSH regulations.

Although comprehensive, the duties and responsibilities outlined in this job description are not definitive and you may be required to perform other duties at the request of the Lymphoedema Consultant Nurse or Specialist Nurse and to work from another base.

## Probation

Employment by the Trust, this is a secondment for 6 months, after this time, the post will be reviewed. During which time you will be required to demonstrate to the Trust's satisfaction your suitability for the position in which you are employed.

## Equality, Diversity, and Inclusion

The Trust is committed to fair and transparent recruitment and selection procedures and to providing a workplace where all staff are treated with respect and feel included. It is the aim of the Trust to ensure that no job applicant or employee receives less favourable treatment because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

## Health & Safety

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act 1974 to maintain a safe environment for both staff, patients and visitors, to observe obligations under organisational and departmental Health & Safety policies, maintaining awareness of safe practices and assessment of risk.

## Data Protection and Caldicott

To obtain, process and use information (held on computer and/or manual filing systems) in a fair and lawful way. To hold person identifiable information for specific registered purposes and not to use, disclose or transfer person identifiable information in any way that is incompatible with the Data

Protection Act 2018, other legislation and Caldicott requirements. To disclose person identifiable information only to authorised persons or organisations as instructed. When using email to transmit person identifiable information within or outside the Trust, the Trust Email Policy must be strictly followed.

## Customer Care

The aim of the hospital is to provide patients and clients with the best possible care and services. To meet this aim, all our staff are always required to put the patient and client first and do their utmost to meet their requests and needs courteously and efficiently. In order that staff understand the principles of customer care and the effects on their post and service, full training will be given.

## Infection Control

All healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about application of practice measures known to be effective in reducing HCAI.

## Smoking Policy

The Trust provides a smoke free work environment.

## Confidentiality

Under no circumstances, either during or after the end of your employment (however it is terminated), may you divulge any unauthorised person confidential information relating to the Trust. This includes but is not limited to, information covering patients, individual staff records, industrial relations, financial affairs, contract terms and prices or business forecasts.

## Clinical Governance

Staff are expected to provide patients with timely and effective care. Treatment and direct / indirect support must be based on best practice. Everyone is responsible for this and his/her job in the Trust is important in achieving this.

## 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 criminal check from the Criminal Records Bureau before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions.

## Safeguarding Vulnerable People

It is a basic human right of every child and adult to be protected from harm and NHS Trusts have a fundamental part to play in this. We expect all our staff to recognise signs of vulnerability and to report and act on any concerns in line with policy and guidance contained in 'Working Together - Every Child Matters' and 'No Secrets - guidance on developing multi-agency policies and procedures to protect vulnerable adults from abuse' on which our Trust Policies are based.

### Organisational Change

As services develop and change, the post-holder may be required to undertake other responsibilities within the Trust.

### Review

This job description is an outline, which reflects the present requirements of the post and is not intended to be an inflexible or finite list of duties and responsibilities. As these duties and responsibilities change and develop the job description will be amended from time to time in consultation with the post-holder