

North Bristol NHS Trust

Exceptional healthcare, personally delivered

Job Description

Job Details

Job Title: Clinical Nurse Specialist – Breast Cancer

Grade: Band 7

Directorate: Breast Care Unit, ASCR

Location/Base: Southmead Hospital / Weston General Hospital

Job Summary

The Clinical Nurse Specialist will lead the North Bristol Trust Breast Care CNS team across Southmead Hospital and Weston General Hospital.

They will work as an important member of the Cancer Multidisciplinary Team within North Bristol NHS Trust collaborating with a range of health care providers in the local community and across the regional Network. The post holder will provide high quality, specialist, expert nursing care and support for patients with a cancer diagnosis throughout the care pathway.

The post holder will utilise skills of leadership, clinical expertise, specialist education and management to ensure a seamless service for patients, carers and staff. The post holder will provide highly complex advice, support and information from the time of referral through to diagnosis and throughout the cancer pathway.

The post holder will work closely with the multidisciplinary team to deliver evidence based personalised care and support (PCS) according to patients changing health care needs, through holistic assessment and in line with the NBT PCS quality strategy.

The CNS is an autonomous practitioner and has the freedom to act to influence patient care and service provision. They will be a patient advocate at multidisciplinary team meetings on their specialist area.

To provide professional, clinical leadership and management expertise in both the care of the patient with cancer and the Cancer Clinical Nurse Specialist Team acting as a resource to provide information and support to patients, carers and staff.

The post holder will lead on promoting and implementing service improvement and policy development and redesign, informed by current practice, evidence-base, in accordance with Trust strategy.

Organisation Chart/Accountability

Professionally:

Assistant Chief
Nursing Officer-
Cancer services

Managerially:

Matron ASCR
Division

Cancer Clinical
Nurse Specialist-
Team Leader

Cancer Clinical
Nurse Specialist
(Band 7)

This post

Cancer Clinical
Nurse Specialist
(Band 6) x 9

Cancer Support
Workers
(Band 4) x 2

Knowledge, Training, Experience And Skills Required

Knowledge

- Highly developed specialist knowledge underpinned by theory and experience of the care and management of patients within the cancer speciality including with reference to:
 - Acute presentation of malignancy
 - Complications of the disease process and progression
 - Patient pathways and current approaches to patient follow up
- Highly developed specialist knowledge of cancer related treatments
- Up-to-date knowledge and understanding of national and local cancer issues and developments
- Comprehensive knowledge of national and local developments in relation to personalised care and support.

Training

- RGN Level one and current NMC registration

- Degree level qualification in relevant subject
- Evidence of post graduate Masters level in relevant subjects, or willingness to work towards
- Further specialist training in relevant speciality
- Communication skills training at level 2 or equivalent or willingness to undertake
- Evidence of relevant ongoing professional development including specialist courses in relevant subjects

Experience

- Significant post registration experience in cancer speciality
- Relevant teaching, mentoring and presentation experience
- Experience of leading and undertaking audit and evaluation
- Experience of leading and involvement in change and development within a multidisciplinary team context
- Experience in facilitation and negotiation

Skills

- Ability to maintain relationships with colleagues within the Trust and other organisations
- Ability to apply excellent analytical and judgemental skills to interpret complex facts or situations and compare a range of options of patient care
- Excellent skills for assessing specialist, acute and other patient conditions and deciding on the appropriate course of action
- Ability to plan and organise complex specialised nursing service provision
- Proven presentation and teaching skills
- Computer literate, able to use databases and other relevant programmes
- Flexibility, adaptability to meet needs of a changing service
- Ability to cope with highly complex emotional issues presented in the course of work, and to support others
- Self motivated and ability to work without direct supervision
- Provide professional supervision, specialist training and assessment of competence.

Main Duties & Responsibilities Of The Post

Clinical

- To provide highly specialist nursing care for a patient caseload ensuring everyone receives a high standard of personalised care, working to co-ordinate care and provide easy access to services and ongoing physical and emotional support for patients their carer and families.
- To act as an autonomous practitioner, independently planning, implementing and evaluating programmes of care achieved through systematic and holistic assessment, skills and personalised care planning,
- To provide patients and staff with specialist advice to manage complex symptoms within area of expertise.
- To expertly deliver highly complex sensitive condition related information to patients and relatives, including delivering diagnosis, treatment option discussion and activating MDT clinical management plan.
- Promote a culture that supports self-management ensuring that people living with cancer are aware of the full range of resources and services available, navigating and supporting where necessary and enabling individuals to manage their ongoing health and wellbeing needs.

- To act as an expertise resource in the care of patient's needs, ensuring an optimum level of service to patients and their carers
- Demonstrate highly developed communication skills to provide guidance, advice, and support to the individual /carer regarding their holistic care to support what matters to the patient.
- Act on professional judgement about when to seek help, demonstrating critical reflection on own practice, self-awareness, emotional intelligence, and openness to change.
- To demonstrate the ability to work well within a team and maintain professional relationships and communication.
- To ensure that all patients and families are aware of all treatment options, including clinical trials, exercising shared decision-making skills.
- To analyse and respond to challenging and complex clinical situations utilising highly developed specialist knowledge and analytical and judgemental skills to assess a range of options to formulate solutions and recommendations

Education

- To lead on and participate in the planning and delivery of formal and informal specialist education programmes for patients, carers and all staff e.g. The NBT Living Well programme and personalised care and support
- To lead on and participate in education and cancer forums locally
- To ensure that professional knowledge and practice is regularly updated.
- To lead on the implementation of clinical competency, supervision and assessment framework in place to assure a consistently high standard of nursing care for cancer patients.
- To take personal responsibility for life-long learning, personal and professional development through clinical supervision, appraisal and Knowledge and Skills Framework

Research and Audit

- To collate and record quantitative and qualitative data that provides evidence of productivity, outcomes and quality, through audit and research
- To regularly lead on and participate in clinical audit and research
- To promote a culture of evidence based practice
- To be involved with health promotion
- To be responsible for the gathering, analysis and evaluation of patient and other feedback to inform ongoing improvement in the patient experience in specialist area, and embed patient and public involvement.

Management /Leadership/service improvement

- To work alongside the Team Leader to ensure the service meets the wide range of needs of people living with and beyond cancer e.g personalised support plans, remote surveillance, telephone follow up, nurse-led clinics, across sites.
- To lead on the development and implementation of protocols/policy/procedures for specialist area of work and for the wider healthcare community served by North Bristol Trust
- To provide professional leadership for band 6 Clinical Nurse Specialists and Cancer Support Workers, and be a role model in relation to nursing in specialist area

- To be responsible for developing and coordinating job plans in order to maximise team effectiveness and efficiency
- To lead on responding to complaints and queries, and have a working awareness of the North Bristol NHS Trust's complaints procedure
- To lead on quality improvement, using improvement methodology to motivate and reassure staff through negotiation and training, to facilitate service improvement.
- To maintain accurate and concise records that produce statistical data for the purpose of evaluation and development of the service
- To lead the development of the Cancer Clinical Nurse Specialist Nursing service operational policy, alongside the team leader and actively engage in peer review in collaboration with cancer strategy.
- To be responsible for the effective, efficient and safe use, maintenance and storage of resources and equipment used in the performance of the role

Working Conditions / Effort

This post involves the following working conditions and effort on a regular basis:

- Due to the frequently distressing needs of cancer patients and their families this role requires significant psychological and emotional investment and mental effort
- The ability and effort to build therapeutic patient relationships in challenging circumstances. Concentrating on highly emotive patient assessments and complex drug conversions
- Managing fluctuating patient caseload with unpredictable levels of patient referral and requests for specialist advice
- Maintaining collaborative working with diverse groups
- Managing a deteriorating patient condition that may demand frequent re-assessment/review
- Maintaining patient confidentiality in ward/outpatient environment when breaking bad news
- Providing supervision for team members facing challenging patient care issues
- Complying with Trust manual handling policies and procedures
- Repositioning patients and equipment as necessary in order to ensure that appropriate assessment can take place and patient comfort is assured
- Dealing with frequent interruptions throughout the day from telephone, patients, relatives and other health care professionals
- Working in a shared office resulting in distractions as a result of frequent conversation and telephone interruptions
- Daily use of computer system
- Potential for standing for significant periods of time in clinic settings
- Potential exposure to blood and bodily fluids
- On rare occasions dealing with vulnerable and potentially violent or aggressive patients/carers

NBTCARES



NBT Cares. It's a very simple statement; one which epitomises how everybody across our organisation goes the extra mile to ensure our patients get the best possible care. NBT Cares is also an acronym, standing for caring, ambitious, respectful and supportive – our organisational values. And our NBT Cares values are underpinned by our positive behaviours framework – a framework that provides clear guidance on how colleagues can work with one another in a constructive and supportive

way.

Improving the patient experience through your work

Patients are the most important people in the health service and are at the centre of what we do. Patients and carers are the 'experts' in how they feel and what it is like to live with or care for someone with a particular illness or condition. The patients' experience of our services should guide the way we deliver services and influence how we engage with patients every day in our work.

All staff should communicate effectively in their day to day practice with patients and should support and enable patients/carers to make choices, changes and influence the way their treatment or care is provided. All staff, managers and Board members should work to promote effective patient, carer and public involvement in all elements of their work

We have a duty to involve, engage and consult with patients, carers and families about plans for health facilities and the provision of our services. North Bristol NHS Trust wholeheartedly embraces the principles of patient partnership and has made clear its commitment to involve patients in key aspects of its work.

Infection control

Compliance with all infection control policies and procedures will form an integral part of the practice of all staff working in a clinical environment. Each staff member will be responsible for familiarising themselves with the Infection Control Manual in the clinical areas and on LINK the Trust's Intranet site. Staff must keep up to date with new policies and subsequent implementation in practice.

Staff must seek support and advice from Infection Control in all instances where cross infection is likely to have occurred or when managing situations involving patients with infections where guidance provided in the Policies is not applicable.

All staff must contact the Occupational Health Dept if they are suffering from any form of infection which may put patients and other staff at risk.

Commitment to health and safety, no smoking, equal opportunities and harassment and bullying

Health and Safety/Security

It is the duty of every employee to work in such a way that accidents to themselves and to others are avoided, and to co-operate in maintaining their place of work in a tidy and safe condition, thereby minimising risk. Employees will, therefore, refer any matters of concern through their respective line managers. Similarly, it is each person's responsibility to ensure a secure environment and bring any breaches of security to the attention of their managers.

Commitment to health and safety, no smoking, equal opportunities and harassment and bullying (cont.)

No-Smoking Policy

As an NHS employer, the Trust has a duty to its staff and patients to protect them from the health hazard that smoking represents. Consequently, in line with the public health white paper, *Choosing Health*, the current policy will be that smoking will not be permitted anywhere on Trust property including all buildings, grounds and within leased/owned vehicles of the Trust. This applies to all staff, patients and visitors of the Trust. Failure by staff to comply with this requirement may result in recourse to the disciplinary procedure. Employees also have a responsibility to remind members of the public, visitors and other staff to refrain from smoking on Trust premises and to inform the appropriate manager if they witness repeat non-compliance.

Equal Opportunities

North Bristol NHS Trust has given its full commitment to the adoption and promotion of the key principles of equal opportunities contained within current legislation and the Trust's Equal Opportunities Policy.

All staff hold personal responsibility for the application of this policy on a day-to-day basis and should not undertake any acts of discriminatory practice during the course of their employment. Similarly, all staff have a responsibility to highlight any potentially discriminatory practice to their line manager, human resources department or trade union/professional associations.

Copies of the Equal Opportunities Policy are available in the Personnel Policies and Procedures file in every department and on the intranet.

Harassment and Bullying

We believe that all people, whether staff, patients or visitors, are entitled to an environment in which the dignity of the individual is respected.

We are also firmly committed to promoting an organisational culture which values diversity and equality of opportunity and to preventing discrimination in all aspects of its employment practices and services. We regard harassment and bullying as totally unacceptable forms of behaviour that will not be tolerated or condoned.

Confidentiality and freedom of information

Information relating to patients' records, diagnosis and/or treatment of patients, staff records, or information concerning contracts, tenders and other commercially sensitive matters etc. are considered to be **confidential** and must not be divulged without prior authority other than in accordance with the provisions of the Trust's Policy on raising concerns about Health Care Services as may be amended from time to time. Breaches of confidentiality will result in disciplinary action and may result in dismissal. Managers are also required as a condition of this Contract to represent the views of the Trust in any dealing they may have with Trust employees, their representatives, the media, general public or other organisations in which he/she may come into contact.

However, as a public body, the Trust has a requirement to publish particular information. Therefore, in addition to the above confidentiality requirements you must also comply with all aspects of the law concerned with information handling. For this purpose, the relevant legislation is the Freedom of Information Act 2000. This Act places a legal duty on all staff to comply with the rights of the public to access information. Any altering, destroying or concealing of information held by the Trust with the intention of preventing the legitimate disclosure of all or part of that information will result in disciplinary action, and may result in dismissal.

Safeguarding

North Bristol Trust are committed to safeguarding and promoting the welfare of children, young people and adults and to protecting them from all risks of harm. The organisation expects all staff to work to national and local children and adult safeguarding policies and procedures. The trust expects all staff and volunteers to be dementia aware and to support the care of people with dementia. All staff are expected to share this commitment and meet the competencies relevant to their role.

Job Description Agreement

Completed by.....Siny Thankachan.....

Authorised by.....Kelly Bullock..... Date.....April 2024.....

This job description is a guide to the duties you will be expected to perform immediately on your appointment. It is not an exhaustive list, and such duties may well be altered from time to time to meet changes in the Trust's requirements. Any such changes will be commensurate with the grade of the post and will be discussed with the postholder prior to the changes being made

