

Hand Service, Plastic Surgery

Job Description

Job Title: Hands Advanced Nurse Practitioner (ANP)/ Hand Unit Lead Nurse

Band: 8a/8b (Band dependent on experience)*

Hours of Work (p/w): 37.5

Service Centre/Directorate: Surgery

Base: Hand Unit, St George's Hospital, but the post holder may be required to work at any of the Trust's sites.

Accountable to: Lead Consultant in Hand Service

Reports to: Head of Nursing for Surgery

Responsible for: Providing expert ANP service specialising in Hands

Key working relationships:

- To develop and maintain close working relationships with the hand consultants, hand therapy team, nursing and administration staff from the Hand Unit, Plastic Surgery and Orthopaedic wards and other areas within St George's University Hospitals as required.
- To develop and maintain close working relationships with St. George's and associated network A&E Departments, Minor Injury Units, Walk in Centres, GPs and other referring disciplines.
- To develop and maintain close working relationships with the Plastic Surgery Service Manager, Matrons and Head of Nursing.

Role of the Department: Provide specialist care of adults with traumatic hand injuries and chronic hand conditions.

Job Purpose:

The post combines clinical expertise and educational/ research skills with managerial and professional responsibilities

- To work autonomously using expert clinical skills extended beyond the scope of nursing to provide hand assessment, diagnosis, treatment and discharge of patients
- To be responsible for implementing and developing care pathways for patients with hand injuries and chronic hand conditions in the Trust, referring units and community services
- To provide strong leadership and to manage the hand unit staff, ensuring that professional and clinical nursing standards are maintained and developed
- To be the lead nurse for the delivery of the Hand Unit

- To provide expert clinical opinion to managers which assists the strategic direction of the hand service across the whole organisation and referring region utilising the principles of clinical governance
- To educate and train undergraduate and postgraduate healthcare professionals, in the management of hand conditions. To provide expert support and advice to clinical staff within and outside the organisation
- To identify clinical research, audit and data collection priorities within area of expertise to drive departmental clinical development strategy, in line with the governance agenda and in conjunction with the multidisciplinary team

Job Summary:

- To provide a high standard of autonomous clinical care in the ongoing management of adult patients with hand injuries and chronic hand conditions
- To be responsible for the operational management of the hand service at St Georges', including recruitment, operational day to day management and project implementation
- To be responsible for organising, developing and evaluating the hand service to the Plastic Surgery Department working closely with the Hand therapists, Hand Consultants and other members of their teams to ensure appropriate patient management
- Provide expert clinical opinion to managers, which assist the strategic direction of the hand service across the whole organisation utilising the principles of clinical governance.

Trust Vision & Values:

The postholder is expected to have a clear understanding of how this post contributes to the achievement of the trust vision of:

A thriving Foundation Trust at the heart of an integrated healthcare system. One that delivers improved patient care at a community, hospital and specialist setting, supported by a unique and nationally recognized programme of research, education and employee engagement.

We expect all our staff to share the values that are important to the Trust, being Excellent, Kind, Responsible & Respectful, and behave in a way that reflects these.

St George's University Hospitals NHS Foundation Trust is committed to safeguarding children and vulnerable adults and expects that all staff will share in this commitment. The Trust is clear that all staff have a responsibility to be aware of children and adult safeguarding policies and procedures and that each member of staff, clinical and non-clinical, will attend child or adult safeguarding training that is provided at an appropriate level to suit their role. The Trust has the additional expectation that all staff will be able to identify concerns and know what action to take.

St George's Healthcare NHS Trust is the regional specialist care provider for South West London, Surrey and beyond. The trust provides a high quality, comprehensive range of health services from leading edge tertiary and trauma care to community services. With national and regional referrals added to our local 3.5m catchment, we serve a population of around 5m.

Co-located with St George's, University of London and with both organizations now in a formal strategic alliance with King's Health Partners, the trust delivers with its partners high quality research and education both of which contribute to the healthcare provision of tomorrow.

Acute and tertiary health services are delivered from over 1,000 beds across two sites, by around 8,000 staff.

St George's Hospital is a major acute hospital that offers very specialist care for complex injuries and illnesses, including trauma, neurology, cardiac care, renal transplantation, cancer care and stroke. It has a helipad which opened in spring 2014 and the work of its emergency department can currently be seen on Channel 4's '24 Hours in A&E' programme. The hospital also provides all the usual care you would expect from a local NHS district general hospital. We also provide services at Queen Mary's Hospital in Roehampton. These include outpatient rapid diagnostic and treatment facilities, a minor injuries unit, limb fitting services and 70 elderly, intermediate care and rehabilitation beds.

As well as hospital services, we provide a wide variety of specialist, maternity and community services to children, adults, older people and people with learning disabilities. These services are provided from St John's Therapy Centre, 11 health centres and clinics, schools, nursing homes and people's own homes. The trust also manages the healthcare service at HMP Wandsworth.

Main Duties/Key Results Areas:

Clinical

1 Patient care

1.1 To be professionally and legally responsible and accountable for all aspects of professional activities

1.2 To run a Specialist Registrar template in the Consultant led hand clinic(s) and be able to see and treat patients independently*

1.2 To utilise expert clinical reasoning skills and evidence based knowledge to assess patients with acute injuries and chronic hand conditions and implement multidisciplinary management plans as an autonomous practitioner

1.3 To interpret and analyse clinical and non-clinical facts, which may be conflicting to regularly provide expert advice and second opinion to peers, medical colleagues and other health professionals. This includes the formulation of accurate prognoses, recommendation of best course of intervention and development of comprehensive treatment and/or discharge plans

1.4 To request and use the results of specialist investigations (e.g. x-rays, blood tests and MRI, CT, US scans) to assist the formulation of diagnoses and plan patient management

1.5 To select patients requiring nerve conduction studies, make the referral and act on the results appropriately

1.5 To use advanced theoretical and practical knowledge to refer on to other departments/medical colleagues within or outside the Trust as necessary, based on investigation results and expert clinical assessment

1.6 Be able to carry out non-medical prescribing and re-evaluate medication effectiveness and adjust appropriately

1.7 To appropriately identify patients requiring surgery – elective and trauma - and to facilitate their appropriate placement on the waiting list*

1.8 To be able to appropriately identify and facilitate the acute admission of patients

1.9 To be able to educate a patient on all treatment options to enable them to make an informed choice and consent for surgical procedures

- 1.10 To take written consent for surgical procedures, explaining risks, side effects and benefits of the procedure to the patient and/or carer*
- 1.10 To provide written reports of clinical opinion to medical colleagues as required
- 1.11 To advise patients on the appropriate time to return to work, sports and other activities
- 1.12 To co-ordinate patient management which may include advising patients, carers, relatives, other health professionals and medical colleagues
- 1.13 To provide expert opinion and develop clinical pathways in collaboration with other multidisciplinary team leads
- 1.14 To provide expert opinion on the management of hand trauma patients when requested to by the SHO/Nurse Practitioner in the Hand Trauma Clinic*
- 1.14 To manage clinical risk within own caseload at all times and ensure clinical risk is effectively managed across the whole department
- 1.15 To be aware of the boundaries of own extended practice and to manage the associated clinical risk effectively at all times
- 1.16 To be responsible for maintenance of accurate written records.
- 1.17 To demonstrate the highly developed dexterity, co-ordination and palpatory sensory skills necessary for assessment and manual treatment of patients including complex manual therapy techniques eg manipulating fractures, applying splinting materials
- 1.18 To demonstrate the highly developed dexterity, co-ordination and use of specialised equipment to perform local and regional anaesthesia
- 1.19 To demonstrate the highly developed dexterity, co-ordination and use of specialised equipment to perform minor surgical procedures
- 1.20 To act as an expert witness and provide legal reports
- 1.21 To autonomously manage the Steroid Injection Clinic. Using x-ray guidance to perform injection of therapeutic corticosteroid to hand and wrist joints. Maintaining IR(ME)R Operator and Practitioner training.*
- 1.22 To develop guidelines and protocols to deliver comprehensive evidence based service for patients.

2 Service development

- 2.1 To provide expert clinical opinion as required, in the development of clinical policy and service development within the hand service
- 2.2 To work with the management team to ensure the service responds locally to national initiatives (e.g. NICE, NSF)
- 2.3 To take an active role in special interest groups, relevant to area of hands and advanced practice, to cascade information from them and incorporate their priorities into local practice as appropriate
- 2.4 To develop and implement necessary clinical policy change within this specialist area and provide specialist recommendations to local managers and Trust-wide, local and national policy working parties
- 2.5 To be actively involved in the design and implementation of audit projects in order to evaluate aspects of the hand service and identify opportunities to develop the service
- 2.6 To develop service links with external NHS, voluntary and speciality related organisations to ensure seamless inpatient, outpatient and community based care

- 2.7 To develop the advanced practice role, proposing and negotiating extension of practice beyond traditional scope as efficiency and effectiveness requires
- 2.8 To be responsible for the management of any clinical risk and training need that arises from such role development
- 2.9 To be responsible for the management of clinical risk within the nursing role in the hand unit, implementing national and local guidelines for best practice and proposing and implementing changes to these guidelines to maximise clinical effectiveness
- 2.10 To develop cross boundary working and promote the role of the ANP across the organisation, district and nationally in line with the national quality agenda
- 2.11 To find novel ways of generating income whilst positively affecting patient care/experience*

Management

3 Physical resources

- 3.1 To provide expert advice and teaching on the use, indications and contraindications of related equipment and ensure that designated staff attain competency prior to use
- 3.2 To propose the use of novel equipment which will develop practise and to appraise and evaluate its use in the clinical setting and develop competency framework, therefore identifying the need for the purchase of physical assets and supplies for specialist area
- 3.3 Budgetary holder*
- 3.4 To be responsible with the senior management team for income generation and accounting activity for the specialist area

4 Human Resources

- 4.1 To identify individuals learning and developmental needs and suitable packages to facilitate the learning needs
- 4.2 To implement Trust Human Resources Policies as appropriate.
- 4.3 To lecture within St George's University and at other universities/specialities as requested*
- 4.4 To deliver specialist training on wards, the Emergency Department and the Hand Unit
- 4.5 To use the Trust appraisal system and individuals CPD portfolio to guide this development
- 4.6 To present service development/research regularly at local and occasionally national level*
- 4.7 To maintain an expert level of clinical knowledge in hand management by use of relevant reading, attendance at in-service, external courses and database searches
- 4.8 To maintain a CPD portfolio reflecting personal professional development
- 4.9 To management the team in the recruitment of staff as a clinical expert panel member

5 Information resources

- 5.1 To maintain an accurate and evaluative patient records in accordance with NMC standards for record keeping
- 5.2 Identify appropriate outcome measures and service impact measures which accurately evaluate patient response and service development needs*
- 5.3 To maintain accurate statistical information on specialist area using databases as necessary to inform management team and drive audit programme

6 Planning and organisation

- 6.1 To flexibly manage responsibility for own complex clinical caseload, departmental and external teaching, service development and quality assurance
- 6.2 To formulate flexible strategies for clinical education and service development within area of expertise
- 6.3 To discuss with the management team the clinical priorities and service development needs within specialist area, which contributes to the departmental service strategy
- 6.4 To work in collaboration with management and external agencies to identify research priorities and develop ongoing quality assurance programme within clinical area*
- 6.5 To use excellent prioritising and time management skills to meet the unpredictable and conflicting needs of the service

7 Communication

- 7.1 To demonstrate an expert ability to communicate complex and sensitive information to patients, carers and other staff, where there may be barriers to communication or may include information about long term /permanent disabilities or chronic pain. This must be done whilst ensuring confidentiality at all times
- 7.2 To clearly convey complex knowledge of techniques, biomechanics, anatomy and physiology to patients and staff, where evidence underpinning practice may be conflicting and ensuring sensitivity to the audiences level of understanding and prior knowledge
- 7.3 To be able to motivate and persuade others (including staff and patients) through advanced communication skills, with the benefit of verbal and non verbal skills, using written and electronic information
- 7.4 To facilitate patients' attitudinal change towards their injury or condition thus encouraging health/function promoting behaviour and participation in their ongoing medical management and rehabilitation
- 7.5 To articulate effectively the expert ANP's perspective on a patient's injury or condition when various patient management options are available
- 7.6 To defuse potentially hostile and antagonistic situations with staff, patients and relatives, using highly developed negotiation and interpersonal skills
- 7.7 To use a wide variety of adult learning techniques to optimise clinical development
- 7.8 To represent the hand service within the Trust and to external agencies regularly. And on a district and national level occasionally
- 7.9 To resolve written and verbal complaints and to be well versed with the Trust's formal complaints procedure, in conjunction with plastic surgery management
- 7.10 To promote the role of the ANP within the Trust, across the district and nationally, whilst gaining support for appropriate extensions of this role which will maximise clinical efficiency and effectiveness

8 Research and Audit

- 8.1 To use specialist knowledge of current evidence to lead and implement the clinical audit and research programme for hand management and identify sources of funding for research where necessary
- 8.2 To identify areas of need and develop clinical guidance within the hand service which may have impact on clinical practice across the trust

8.3 To disseminate the results of research / audit / expert practice at local district, national and international level

8.4 To promote a research environment within the department and offer support and guidance to research teams, MSc projects and external agencies using trust property and patients

9 Physical, Mental and Emotional Requirements

9.1 To rapidly respond and carry out assessments and treatments of hand injuries and conditions with moderate physical effort on a daily basis.

9.2 To complete intricate procedures in confined awkward spaces involving bending and twisting on a daily basis.

9.2 To comply with the Trust's manual handling policy and local therapeutic handling guidelines.

9.3 To work in an environment where as clinical leader the work patterns may be disrupted by frequent demands from patients, clinical staff, students and administrative support staff and any emergency situations arising.

9.4 To support staff when indicated in the management of challenging patients

9.5 To deal with patients suffering from pain states that may lead to anxiety and aggressive behaviour and to take on the management of these patients from less experienced staff.

9.6 Use of a variety of clinical skills including diagnostic reasoning, x-ray interpretation and non-medical prescribing frequently within a clinical shift

9.7 To make significant decisions without discussing with a senior deciding on appropriate referrals, follow-up or discharge of service user.

9.8 To sensitively explain the results of investigations including poor prognosis or the possible need for surgery

9.9 Judgement and insight required to work with people who are vulnerable adults and for whom there may be a query over their capacity to make a decision

9.10 Provision of clinical care where treatments need to be actioned with sensitivity and speed

9.11 Expert skills in managing face to face abusive and/or threatening behaviour and conflict resolution

9.12 Managing challenging situations in a professional way with patients, carers and other colleagues

9.13 Maintaining concentration and application to tasks in a noisy and distracting environment.

9.14 To share workspace

This job may involve frequent exposure to unpleasant working conditions e.g. bodily fluids, including sputum, unpleasant smells and occasional exposure to verbal or physical aggression.

10 General

10.1 To act in accordance with NMC Code of Professional Conduct for Nurses, Midwives, and Health Visitors and Scope of Practice and to be accountable for his/her actions at all times

10.2 To work in other areas of the Trust as required.

10.2 To undertake any other duties which may be considered necessary.

10.3 To have responsibility for the Health, Safety and Welfare of self and others and to comply at all times with the requirement of the Health and Safety Regulations.

10.4 To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendment.

10.5 To work in accordance with the Trust's Equality and Diversity policy to eliminate unlawful discrimination in relation to employment and service delivery.

10.6 To promote at all times equal opportunities for staff and patients in accordance with the Trust's policies to ensure that no person receives less favourable treatment than another on the grounds of: age; disability; marriage and civil partnership; pregnancy and maternity; race (ethnicity); religion or belief; sex (gender); gender reassignment or sexual orientation

10.7 To ensure skills are up-to-date and relevant to the role, to follow relevant Trust policies and professional codes and to maintain registration where this is a requirement of the role.

10.8 To be trained in and demonstrate fair employment practices, in line with trust policies

10.9 To comply with the Trust's No Smoking Policies.

10.10 To undertake such duties as may be required from time to time as are consistent with the responsibilities of the grade and the needs of the service

This job description is not an exhaustive document but is a reflection of the current position. Details and emphasis may change in line with service needs after consultation with the postholder.

St George's Healthcare NHS Trust is an Equal Opportunities employer and operates a No Smoking Policy.

Person Specification

Job Title: Hands Advanced Nurse Practitioner (ANP)/ Hand Unit Lead Nurse

Band: 8a/8b (Band dependent on experience)

| Factor | Essential | Desirable | Method of Assessment |
|-----------------------------|--|--|------------------------------|
| Qualifications and Training | <p>Degree in Nursing. NMC registration.</p> <p>MSc in Advanced Nursing Practice or equivalent.</p> <p>Completion of Non-Medical Prescribing and registration of this qualification.</p> <p>Leadership Qualification</p> | <p>Member of relevant appropriate professional multi interest group.</p> <p>Management Qualification</p> <p>Project Management Qualification</p> | Application form Interview. |
| Experience | <p>Minimum 6 years post registration experience and at least 3 years at Band 7/8a level experience in the nurse led outpatient environment, including management of hand injuries/conditions.</p> <p>Previous experience as a clinical specialist (or equivalent) and management experience</p> <p>Ability to work independently and experience of working within a multidisciplinary team.</p> <p>Evidence of leadership roles & skills. Managing change at department level.</p> <p>Evidence of managing staff and dealing with difficult situations</p> | <p>NHS outpatients experience</p> <p>Actively involved in teaching and research (Teaching qualification)</p> <p>Evidence of published data in recognised journals.</p> <p>Experience of research methodology.</p> <p>Evidence of service development/improvement</p> | Application form. Interview. |
| Skills | <p>Expert advanced clinical practitioner.</p> <p>Exceptional team building and team working skills.</p> | <p>Experience in service development.</p> <p>Completed Injection Therapy course.</p> | Application form. Interview. |

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|-----------|---|--|---------------------------------|
| | <p>Excellent time management and organisational skills.</p> <p>Able to present information, written and orally in a clear and logical fashion in English.</p> <p>Excellent presentation skills.</p> <p>Proven clinical leadership ability.</p> <p>Ability to comprehend and work within the Trust's policies.</p> <p>Teaching multidisciplinary staff groups.</p> <p>Conduct professional affairs in a confident and assertive manner.</p> <p>Competent IT skills</p> <p>Robust understanding of all aspects of Clinical Governance including previous experience of quality issues, audit and risk management.</p> | | |
| Knowledge | <p>Highly specialist knowledge & experience of a wide range of approaches to the diagnosis & management of complex acute and chronic hand conditions, demonstrated by advanced clinical reasoning.</p> <p>Demonstrated understanding of the role of nursing and advanced practice roles within the current evolving health environment</p> | | Application form. Interview. |
| Other | Physically fit and able to comply with Trust Manual Handling Guidelines and to meet occupational health | | Interview |

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| | clearance. | | |
| | Professional demeanour | | |
| | Enthusiasm and motivated | | |
| | Sensitive based knowledge | | |

Key:

I = Interview

A = Application Form