

## JOB DESCRIPTION

### JOB DETAILS

JOB TITLE:	Physical Health Team Nurse
JOB REFERENCE NUMBER:	97689
BAND:	6
WARD/DEPT.	Physical Health Team
DIRECTORATE/LOCALITY:	Clinical Governance and Patient Safety
ESSENTIAL QUALIFICATIONS:	Registered General Nurse

### ORGANISATIONAL ARRANGEMENTS

ACCOUNTABLE TO:	Deputy Chief Nurse
REPORTS TO:	Physical Health Governance Nurse/ Health Promotion Lead Nurse
RESPONSIBLE FOR:	N/A

## **ROLE SUMMARY**

The purpose of the role is to improve the physical health care of Mental Health service users in accordance with directions and standards issued by Physical Health Team based on national guidance, for example, NHS Improvement initiatives, NICE guidance and Public Health programmes.

The post holder will act as an expert resource within NSFT by working in collaboration with members of the physical health team. To work with lead clinicians of all disciplines providing advice and guidance to support the effective and safe delivery of the physical health agenda.

## **DUTIES AND RESPONSIBILITIES**

The physical health team nurse is employed to:-

- Provide advice and support for a wide range of physical health monitoring and treatment services to Mental Health service users both in community and inpatient services.
- Act as a clinical nurse specialist / practice nurse to deliver a wide range of physical health care services to Mental Health service users and act as an advisor to all staff engaged with Trust operated mental health services.
- Support Locality Physical Health Nurses and Modern Matrons to train and educate staff on all aspects of physical health prevention and promotion e.g. Physiological observations, deteriorating patient monitoring, wound care, long term conditions and health promotion.
- Support the physical health team physical health improvement agenda by promoting and facilitating the delivery of high quality health improvement interventions e.g. smoking cessation, healthy eating and physical activity initiatives.
- Support and assist physical health link nurses/ practitioners in both inpatient and community services including their attendance at Physical Health forum meetings.
- Provide guidance to staff on the safe use of medical devices and monitoring equipment which will include assisting with selection and the use of e.g. physiological observational equipment.
- Work with other members of Physical Health Team by leading on good practice around physical health care and infection prevention initiatives.
- Participate in research as and when required.

- Support the development and completion of physical health audits. Analyse the findings for compliance with physical health care policies, and advise on actions plans arising from findings.
- Support the review and development of physical health care policies and guidance materials for approval by the Trust's Clinical Effectiveness group.
- The post holder will be guided / managed by the Senior Physical Health Team Nurse but will be expected to prioritise work plans according to service needs. Interpret and apply national guidance into practice.
- The post holder will assist with developing guidance for physical health care planning, e.g. 'how to' guides and provide direction and supervision to health care professionals, including staff of outside agencies and other NHS care settings.
- Support the completion of a wide range of physical health checks for service users in order to ensure the completion of physical health screening and interventions.
- To remain up-to-date with evidence based practice guidance e.g. NICE guidelines in monitoring those with long term conditions, e.g. diabetes, respiratory illness and COPD, Obesity, hypertension, smoking cessation and sexual health issues.
- To support the physical health team to identify and develop links with primary care/ specialist health services in order to facilitate shared care pathways.
- Complete and maintain patient care records in accordance with Trust policy.
- Participating in the care and management of patients at risk of acquiring an infection and/or with an infection as and when required.
- Work with and support Locality Physical Health Nurses and Modern Matrons in communicating and relaying complex information, often sensitive to service users / relatives.
- Ensure evidence-based Physical Health information is readily available to patients, staff, carers and healthcare professionals and in a wide range of media formats and languages.
- Acting as an ambassador and representative of the Trust at external meetings, conferences and networking events.

### **Education of Trust staff**

An essential component of the job is to maintain up to date knowledge and practical competence with a range of physical health monitoring, screening procedures and medical device technology developments.

## **Education of Self**

Identifying the education and staff training needs collaborating with physical health team members and education and training providers to meet these needs. This may include supporting the development of physical health programmes which include evidence based clinical practice.

Provide education and training based on a range of physical health interventions and physiological measurements.

Delivering education to staff, service users, carers and health care students using a variety of educational methods e.g.

- One to one mentoring/ clinical supervision
- In the care environment
- In a classroom setting
- In a lecture theatre with up to 200 people
- Assisting with the creation of Audio Visual materials / elearning packages

The post holder must:-

- Identify their own Continuous Professional Development and education needs, training, clinical supervision and mentorship needs and ensure these are raised through the appraisal process and addressed.
- Maintain agreed membership of professional and other relevant bodies.
- Attend National and local study days and conferences as a representative of the Trust and to relay information updates to relevant staff.
- Ensure professional/ clinical skills are kept up to date, using evidence based research, the latest developments and statutory provisions.
- Prioritise workload according to Trust priorities, whilst planning and organising a broad range of complex activities/ programmes which may require the formulation and adjustment of plans/strategies.
- The post holder will be expected to travel across both counties as and when required therefore must be able to drive.

## SPECIFIC DUTIES

### TRUST VALUES AND BEHAVIOURS

To promote and adhere to the workplace values of NSFT.

Our values and behaviours were created by 1,300 staff members, service users and carers all working together in the Putting People First project.

They reflect what we all believe makes the most positive difference to the care we offer and to the way we work with one another. By 'living our values' we will develop our Trust, our people, and continue to improve the quality of everything we do.

## Our values... Our behaviours... Our future

Working together for better mental health...

### Positively...



#### **Be proactive...**

Look for solutions, think creatively and focus on what we can do

#### **Take pride...**

Always do our best

#### **Take responsibility...**

Plan ahead, be realistic and do what we say we will

#### **Support people to set and achieve goals...**

And be the best they can

#### **Recognise people...**

Their efforts and achievements, and say thank you



Working together  
for better mental health

### Respectfully...



#### **Value everyone...**

Acknowledge people's unique experiences, skills and contribution

#### **Step into other people's shoes...**

Notice what's actually happening

#### **Take time to care...**

Be welcoming, friendly and support others

#### **Be professional...**

Respect people's time and be aware of our impact

#### **Be effective...**

Focus on the purpose and keep it as simple as possible

### Together...



#### **Involve people...**

Make connections and learn from each other

#### **Share...**

Knowledge, information and learning

#### **Keep people updated...**

With timely, open and honest communication

#### **Have two-way conversations...**

Listen and respond

#### **Speak up...**

Seek, welcome and give feedback

[nsft.nhs.uk](http://nsft.nhs.uk)

### REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

### SUPERVISORY RESPONSIBILITIES

None

## **RISK MANAGEMENT / HEALTH AND SAFETY**

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

## **FLEXIBILITY**

You are expected to be flexible in the duties you carry out and the Trust reserves the right to vary your duties from time to time in line with service needs and as commensurate with your Pay Band. You may, therefore, be required, during the course of your employment, to work in a different location and/or to carry out alternative duties consistent with your status, role, knowledge and experience, taking account of any professional registration and/or qualification requirements, and which are commensurate with your Pay Band; this may include a temporary or longer term transfer to work within a different Locality or Service. Arrangements under your Terms and Conditions of Service and Trust policies will apply.

## **RECORDS MANAGEMENT**

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post.

## **SUSTAINABILITY**

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

## **SAFEGUARDING**

### **Non Clinical**

The NSFT expects that all staff will maintain statutory and local compliance to competency based training in relation to Safeguarding Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

## **WORKING WITH FAMILIES OF SERVICE USERS**

Ensure that (practitioners / clinicians etc.) when working with service users consider the effects and impact of their mental health and risk behaviours on their families, and provide appropriate support, advice and education for all family members. The needs of children and young people within the household/family should be given special consideration in line with Social Care Institute for Excellence's guidance "Think Child, Think Parent, Think Family" and must always be the priority for NSFT staff across all roles and services.

## **CONFIDENTIALITY**

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

This job description is an outline and account of the main duties required to carry out the post. It will be reviewed periodically to reflect changes and developments in service requirements. The post holder is advised that they have a responsibility to ensure they are familiar with their Terms and Conditions of Service detailed in the Contract of Employment.

## **INFECTION PREVENTION**

NSFT expects all staff to act in accordance with statutory requirements regarding infection prevention as outlined in the Health & Social Care Act 2008, Code of Practice on the prevention and control of infection 2015. NSFT staff are responsible for protecting themselves and others against infection risks and complying with infection control policies and procedures.

Signed:.....Manager

Signed:.....Post Holder

## PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills and knowledge, personal attributes, interests and other attributes necessary for the post holder to perform the job to a satisfactory level.

### JOB TITLE

Physical Health Team Nurse

	<b>ESSENTIAL</b>  <b>Without which the post holder could not be appointed</b>	<b>DESIRABLE</b>  <b>Extra qualities that can be used to choose between candidates with all essential criteria</b>	<b>METHOD OF ASSESSMENT</b>
<b>QUALIFICATIONS</b>	Registered Nurse	Degree in relevant health care subject  Teaching qualification  Post registration qualification in, health promotion including smoking cessation, sexual health and well person screening  Leadership and management qualification	<b>Certificates</b>
<b>EXPERIENCE</b>	Experience of post qualification of 2 years Experience of developing, delivering and evaluating training particularly around behaviour/ lifestyle change	Experience of Mental Health	<b>Application Form / Interview / References</b>



	<p>Experience of delivering health promotion/ public health interventions</p> <p>Long term conditions, wound care physiological monitoring to prevent clinical deterioration</p> <p>Experience in creating, implementing and reviewing audit data.</p>		
<b>SKILLS</b>	<p>Able to teach ECG application, phlebotomy, physiological monitoring procedures</p> <p>Must be able to use computer and perform basic word processing</p>	Willingness to study these topics.	<b>Application Form / Interview / References</b>
<b>KNOWLEDGE</b>	<p>Knowledge of public health / and NHS improvement initiatives</p> <p>Well person screening, physiological monitoring tests and selection of interventions or referral options for wound care, respiratory illness such as COPD</p> <p>Diabetes, sexual health and family planning.</p>	Recognised accreditation in Quality Improvement	<b>Application Form / Interview / References</b>
<b>OTHER (Please specify)</b>	Able to travel across the Trust		<b>Application Form / Interview / Document Check</b>

	Positively...	Respectfully...	Together...	METHOD OF ASSESSMENT
VALUES (APPLICABLE TO ALL POSTS )	Look for solutions, think creatively and focus on what we can do	Acknowledge people's unique experiences, skills and contribution	Make connections and learn from each other	Application and Interview
	Take pride...  Always do our best	Step into other people's shoes...  Notice what's actually happening	Share...  Knowledge, information and learning	
	Take responsibility...  Plan ahead, be realistic and do what we say we will	Take time to care...  Be welcoming, friendly and support others	Keep people updated...  With timely, open and honest communication	
	Support people to set and achieve goals...  And be the best they can	Be professional...  Respect people's time and be aware of our impact	Have two-way conversations...  Listen and respond	
	Recognise people...  Their efforts and achievements, and say thank you	Be effective...  Focus on the purpose and keep it as simple as possible	Speak up...  Seek, welcome and give feedback	

## JOB DESCRIPTION SUPPLEMENTARY INFORMATION

POST TITLE:	PHYISCAL HEALTH TEAM NURSE
WARD / LOCALITY:	PHYSICAL HEALTH TEAM
DATE COMPLETED:	JANUARY 2019

Please indicate in the boxes whether the post holder will be expected to work in or be directly exposed to the following factors:

### WORKING CONDITIONS

	YES	NO		YES	NO
1. Inclement weather		X	11. Humidity		X
2. Extreme Temperatures		X	12. Contaminated equipment/work area	X	
3. Unpleasant smells	X		13. Driving/Being Driven (normal conditions)	X	
4. Noxious Fumes		X	14. Driving/Being Driven (emergency conditions)		X
5. Excessive noise/vibration		X	15. Fleas/Lice/Infestation	X	
6. Continuous use of VDU equipment		X	16. Dangerous Chemicals – Substances in containers		X
7. Unpleasant substances	X		17. Dangerous Chemicals – Substances (uncontained)		X
8. Infectious material	X		18. Exposure to verbal aggression (little/no support)	X	
9. Body Fluids, Faeces/Vomit	X		19. Exposure to physical aggression (little/no support)	X	
10. Dust/Dirt		X			

**Each YES response requires completion in 'Further Information' Section**

## PHYSICAL EFFORT

	YES	NO		YES	NO
1. Working in uncomfortable conditions		X	9. Standing/sitting with limited scope for movement		X
2. Working in physically cramped conditions		X	10. Kneeling, crouching, twisting, bending, stretching		X
3. Making repetitive movements		X	11. Walking for long periods		X
4. Lifting weights/equipment without mechanical aid		X	12. Heavy duty cleaning		X
5. Climbing or crawling		X	13. Pushing/pulling trolleys or similar equipment	X	
6. Manipulating objects	X		14. Working at heights		X
7. Manual Digging		X	15. Controlled restraint i.e. in post requiring training/certification		X
8. Running		X			

**Each YES response requires completion in 'Further Information' Section**

## EMOTIONAL EFFORT

	YES	NO
1. Processing (e.g. typing/transmitting) news of highly distressing events		X
2. Giving unwelcome news to patients/clients/carers/staff	X	
3. Caring for the terminally ill	X	
4. Dealing with difficult situations/circumstances	X	
5. Designated to provide emotional support to front line staff		X
6. Communicating life-changing events	X	
7. Dealing with people with challenging behaviour	X	
8. Attending scenes of accidents		X

**Each YES response requires completion in 'Further Information' Section**

## MENTAL EFFORT

	YES	NO		
1. Carry out formal student/trainee assessments	X		9. Check documents	
2. Carry out clinical/social care interventions	X		10. Drive a vehicle	
3. Analyse statistics	X		11. Perform calculations	
4. Operate equipment/machinery	X		12. Make clinical diagnoses	
5. Give evidence in court/tribunal/formal hearings		X	13. Carry out non-clinical fault finding	X
6. Attending meetings (if yes, describe role in "Further Information")	X			
7. Carry out screening tests/microscope work		X		
8. Prepare detailed reports	X			

YES	NO
X	
X	
X	
X	
	X

**Each YES response requires completion in 'Further Information' Section**

## FREEDOM TO ACT

	YES	NO
1. Does the post holder generally work without close supervision	X	
2. Does the post holder work without direct access to a manager		X
3. Does the post holder work without access to a manager by telephone		X
4. Is the post holder the lead specialist in their field		X

**Each YES response requires completion in 'Further Information' Section**

**How often on average does the post holder give guidance and advice to others?**

Daily:

☒

Weekly:

☐

Other frequency (please comment)

**How often is the post holder's work checked/monitored/assessed?**

Daily:

☐

Weekly:

☒

Other frequency (please comment)

The post holder will have some autonomy but their work will be checked by line manager at frequent intervals, not less than 2 weekly.

## FURTHER INFORMATION

Please enter here details of YES responses in the preceding sections

### Element

(e.g. mental effort)	Ref No	Details of frequency and intensity
<b>Working conditions</b>		
Unpleasant smells	3	Whenever such patients require care the post holder will have to provide assessment for patients who may have discharging wounds, bodily fluids, may have infection or infestations
Unpleasant substances	7	Whenever such patients require care, the post holder will have to provide assessment for patients who may have discharging wounds, bodily fluids, may have infection or infestations
Infectious material	8	Infectious material – may have exposure to wound dressings, incontinence items, medical devices that have been used on patient's with suspected/ known infections
Body Fluids, Faeces/Vomit	9	Post holder may be exposed to bodily fluids, Faeces/Vomit. Full personal protective equipment (PPE) will be provided
Contaminated equipment/work area	12	Contaminated equipment/work area – may be exposed during visits to clinical areas when seeing staff/ patients/ service users/ relatives / carers
Driving/Being Driven (normal conditions)	13	Driving – Post holder will be expected to travel to all Localities Trust wide. This will likely be on a regular basis
Fleas/Lice/Infestation	15	Fleas/Lice/Infestation – may be exposed whilst provide advice, support and care to patients with these infections.
Exposure to verbal aggression (little/no support)	18	Exposure to verbal aggression (little/no support) – post holder will have training in personal safety and should be escorted by a clinical member of staff when visiting patients
Exposure to physical aggression (little/no support)	19	Exposure to physical aggression (little/no support) – post holder will have training in personal safety and should be escorted by a clinical member of staff when visiting patients.

<b>Physical effort</b>		
Manipulating objects	6	The post holder will have to transport physiological assessment and training equipment to required destinations, this may include manoeuvring equipment in and out of the care.
Kneeling, crouching, twisting, bending, stretching	10	Kneeling, crouching, twisting, bending, stretching - Sometimes have to adopt difficult postures in order perform examinations e.g. leg dressings, wound care etc.
Pushing /pulling trolleys or similar equipment	13	The post holder will have to transport physiological assessment and training equipment to required destinations, this may include manoeuvring hoisting equipment

<b>Emotional effort</b>		
Giving unwelcome news to patients / clients / carers / staff	2	Providing sensitive information regarding physical health that may be unwelcome to service users/ carers.
Dealing with difficult situations/circumstances	4	Providing support to clinical staff with end of life care. The post holder may be expected to relay unwelcome results, or forewarn the individual of a poor prognosis.
Communicating life-changing events	6	May need to support communication of life changing events e.g. poor prognosis, pressure ulcer development or worsening of wounds
Dealing with people with challenging behaviour	7	Mental health patients may present as un-cooperative to physical health assessment, procedures, monitoring etc.

<b>Mental effort</b>		
Carry out formal student/trainee assessments	1	Whilst on placement students require experience working within physical health team. Post holder will carry out formal assessments if/ where required.
Carry out clinical/social care interventions	2	The post holder will have to select physiological assessment methods/ physical treatments such as wound care, operate equipment. Ensuring timely referral of patients to other specialists will be required.
Analyse statistics	3	Analyse statistics – extract raw data, interpret, analyse and produce written reports related to quality improvement in physical health. Provision of health promotional protocols, problem solving providing action plans organising work to complete set deadlines
Operate equipment/machinery	4	Will need to select appropriate physiological assessment methods using Trust standardised equipment
Attending meetings (if yes, describe role in “Further Information”)	6	Post holder will be expected to represent the Physical Health Team at meetings and committees (internal and external).
Prepare detailed reports	8	Will be required to produce written reports for Physical Health Team for internal and external audiences at a range of levels; specific to the audience requirements
Check documents	9	Be required to check documents produced by the team and clinical services e.g. Safety Thermometer, care planning, patient electronic records and SI reports.
Drive a vehicle	10	Post holder will need to visit all Localities across all NSFT sites
Perform calculations	11	Relating to audits and patient care e.g. physical observations, physical health risk assessments e.g. Data incidents.
Make clinical diagnoses	12	The Post holder will support in assessment process prior to clinical diagnosis being made e.g. wound management



<b>Freedom to act</b>		
Does the post holder generally work without close supervision	1	The post holder will generally work without close supervision. Will provide advice, support and care as appropriate and within the sphere of competence

**Manager responsible for completion of this document**

**Name:** L Wyatt

**Member of Staff to whom this document relates:**

**Date Completed:** 11<sup>th</sup> January 2019

**Review Date:**

**DISTRIBUTION:** One copy to member of staff, one copy to personal file.  
**Please ensure Job Description is agreed and signed by both manager and employee**