

JOB DESCRIPTION

Job Title	Palliative Care Clinical Nurse Specialist	Salary	Hospice Pay Framework Point 20 £37,400 per annum pro rata
Responsible to	Hospice CNS Team Lead, but operationally reporting to Supportive and Palliative Care service lead	Department	Care
Hours	Full time	Working hours	Flexible to meet service needs. Normal service hours are Monday to Friday, 08.30 – 16.30
Locations	North Devon District Hospital, Raleigh Park, Barnstaple, Devon EX31 4JB part of Northern Devon Healthcare NHS Trust		

Job Purpose

To provide high quality specialist palliative nursing care, skills, advice and support to patients, relatives and carers.

To act as a resource to colleagues within North Devon District Hospital.

To manage a specialist palliative care nursing caseload in collaboration with the patients' main clinical team.

To engage in the full range of activities consistent with the role of a Clinical Nurse Specialist including clinical care, training and education, audit and research and data capture and analysis.

Job Summary

The extended North Devon Hospice Clinical Nurse Specialist Team provides a specialist nursing service to patients with cancer and other progressive and/or life-limiting illnesses within the community and North Devon District Hospital. This post will work specifically within the Supportive and Palliative Care Team based at North Devon District Hospital but will have opportunities to engage in and benefit from the wider team meetings and support. As one of 2 CNS post holders within the hospital team the post holder will be expected to manage a variable caseload as required in particular during periods of absence / leave within the hospital team. As a Clinical Nurse Specialist the post holder is not directly supervised and is responsible for his/her own professional actions.

Overall Aims of the Post

- To take responsibility for the management of a specialist palliative care nursing caseload and deliver evidence based, patient-centred, holistic care.
- To demonstrate clinical excellence and the highest standards of nursing practice within the field of specialist palliative care.
- To empower colleagues through the provision of specialist advice and support
- To contribute to ensuring that a co-ordinated and comprehensive service is provided for patients receiving specialist palliative care.
- To provide education to other professional colleagues and a variety of learners in different environments and using a variety of teaching methods.
- To be fully involved in the corporate and professional life of North Devon Hospice and Northern Devon NHS Trust

Main Responsibilities (Clinical)

- Enter into appropriate caring and sensitive therapeutic relationships with patients, families and carers, ensuring that the specialist nursing care offered is person-centred, needs-led and evidence and research based.
- Adopt a health promoting and empowering approach to the care of patients, relatives and carers as appropriate.

- Participate in the referrals management processes including triage and onward referrals to other parts of the system.
- Carry, prioritise and effectively manage a specialist palliative care nursing caseload. Participate in regular caseload reviews with immediate team colleagues, the Consultant in Palliative Medicine or other members of the multidisciplinary team, effectively using the weekly multidisciplinary team meeting as a forum for discussion
- Assess complex needs and liaise with colleagues in other teams and services as appropriate and required. Plan and implement specialised and individualised programmes of care that take into account the whole person.
- Evaluate the effectiveness of programmes of care with the patient and other members of the wider nursing and multidisciplinary team and propose changes in the management of care as appropriate
- Participate in effective team, multidisciplinary and multi-agency working by utilising appropriate communication skills.
- Support the patient journey by playing a key role in the provision of integrated care services provided by and across North Devon District Hospital, North Devon Hospice and primary care.
- Act at all times within the NMC Code of Professional Standards of Practice and Behaviour.
- Demonstrate the highest standards of nursing practice consistent with the role.
- Undertake non-medical prescribing within your scope of professional practice and in line with agreed protocols and procedures for the service.
- Keep accurate and contemporaneous records of care, interventions and activities ensuring that confidentiality of information is maintained at all times.

Key Responsibilities (Organisational)

- Be aware of, and comply with all policies, procedures, protocols and guidelines relating to your place of practice including those relating to Health and Safety, Lone Working etc.
- Contribute to the production of, and adherence to a range of standards, policies, procedures, protocols and guidelines that relate specifically to the provision of a specialist palliative care nursing service.
- Be aware of, and ensure adherence to all and any legislative and best practice measures that apply to nursing in the acute environment.
- Report all complaints, accidents and untoward incidents as necessary following NDDH policy and procedure.
- Participate in the processes of audit, research clinical governance and the setting and monitoring of standards. Specifically, participate in the production and implementation of an annual programme of clinical audit and research activity within the Supportive and Palliative Care Team at NDDH, engaging in and supporting cross-organisational audit/research where appropriate.
- Input patient/client data into the patient's record within the agreed time standard. Maintain patient activity statistics and compile reports as requested.
- For audit purposes assist in the collection, collation and analysis of activity data, preparing it for sharing with North Devon Hospice as the employing organisation and within NDDH.
- Give, and receive clinical supervision at a level of sophistication consistent with the role. As competent, undertake the role of mentor to identified individuals.

Key Responsibilities (Education)

- Participate in the development, implementation, delivery and review of an integrated (North Devon Hospice/Northern Devon NHS Trust) programme of education and contribute to the local learning strategy within and for Supportive and Palliative Care at a level consistent with the role.
- Work alongside a variety of colleagues in different teams to identify needs and provide education as an integral part of clinical practice.
- Within the context of the role of a Clinical Nurse Specialist, act as a skilled educator for the benefit of patients, families and multi-professional colleagues including learners from a number of backgrounds and those following a broad range of career pathways.

Key Responsibilities (Professional)

- Maintain live registration with the NMC and comply with all standards and guidelines set by them.
- Keep personally updated with current research and clinical practice in specialist palliative care with particular emphasis on the evolving role of the Clinical Nurse Specialist.

Additional Information

- At all times you will act within the boundaries of your contract.
- To undertake mandatory/statutory training (e-learning and face-to-face sessions) in accordance with place based requirements. Where differences exist between North Devon Hospice and NDDH requirements training will be assessed and completion mandated in line with the requirements of the place of practice.
- To participate in an annual development and review process which will be managed operationally through the NDDH service lead but supported through the wider service at North Devon Hospice.
- Adhere to all organisational policies and procedures. Where differences exist between North Devon Hospice and NDDH, policies/procedures will be assessed and adherence required in line with the place of practice.
- Actively participate in the hospice/Trust risk management process in order to help safeguard the welfare of patients, visitors and staff and to take responsibility for reporting risks and managing risks as appropriate.
- All staff are responsible for ensuring that they follow good infection control practice at all times and that they are familiar with infection control policies, procedures, and guidance relevant to their area of work.
- Understand your role in the safeguarding of adults and children by being able to identify risks, and recognise signs of harm, abuse or neglect including how to report concerns and take immediate action to protect a person at risk of harm or abuse.

Core Competencies

- Act as ambassadors for the Hospice
- Demonstrate kindness and a genuine commitment to quality, openness, honesty and integrity
- Demonstrate accountability and take personal responsibility for our own actions, decisions and performance and keeping up to date with professional practice
- Promote a culture of learning, displaying the confidence to succeed and fail and overcome obstacles to achieve the best outcome for the hospice
- Communicate effectively, calmly and constructively, adapting our approach to the needs and concerns of others
- Show deep motivation to make a real difference to our patients and their families
- Act as 'One Team', working in collaboration and proactively supporting patient, fundraising and volunteer events outside our day to day roles
- Understand the impact of our own emotions on ourselves and others and notice negative or unsettling emotions on others, providing support where appropriate
- Contribute to the performance and objectives of the team / service, in a positive way
- Value, respect and promote equality and diversity, taking appropriate action if ethics and values are compromised

Strategic Thinking and Setting Direction

- Proactively promote and engage in change and model the changes expected
- Work with colleagues and other professionals internally and externally to critically analyse practice and use evidence and feedback, both positive and negative, to identify options, risks and solutions
- Look ahead and track changing priorities, integrating information from multiple sources, analysing the impact, appropriately escalating risks and issues and acting on emerging opportunities quickly and decisively

Sharing the Vision and Delivering the Service

- Have a flexible approach and establish ongoing plans to deal with the more complex and difficult issues
- Support, coach and mentor others, asking questions to empower them to work out the answers for themselves, enabling the team to perform at its best, sharing learning to build success within and beyond the team
- Contribute to shaping future plans together with the team, linking tasks to organisational goals, being mindful of resources
- Understand and interpret relevant legislation and accountability frameworks

Leading People

- Pay close attention to what motivates individuals in his / her team so that he / she can channel his / her energy so they deliver their objectives
- Employ strategies to manage conflict of interests and differences of opinion
- Give people the belief that change is achievable and that their contribution matters, encouraging the team to identify problems and solve them
- Demonstrate that the health and wellbeing of his / her team are important to him / her
- Encourage the team to deliver on the shared purpose, as much as on their individual objectives, looking out for opportunities to celebrate and acknowledge high standards

This role description is not an exhaustive statement of the scope of the job and the post holder may be required to undertake other duties commensurate with their band. The Job Description will be reviewed at least annually in consultation with the post holder.

April 2021