

Job Description

Job Title	Advanced Clinical Practitioner
Department	<i>Clinical Directorate</i>
Responsible to	<i>Clinical Services Director</i>
Reports to	<i>Clinical Services Director</i>
Salary Grade	<i>Band 4 when qualified (Band 5 in training)</i>
Criminal Records Disclosure Required	Enhanced DBS

Background information

St Nicholas Hospice provides end of life care both in the community and at our Hospice, supporting patients living with a terminal illness, and their loved ones.

Our vision is for ***all dying people and those close to them to have access to the care and support they need by providing high quality specialist end of life care and bereavement support whenever and wherever it is needed.***

As a registered charity our services are provided free of charge, with a proportion of our funding provided by voluntary donations, gifts and wider activities where our Fundraising and Retail teams have strong connections and participation with the local community.

The post holder will be an experienced clinician, able to work autonomously across the clinical directorate at an advanced level of clinical practice, to undertake comprehensive holistic assessments, physical examinations and the ordering of diagnostic tests when required, for patients either in their own homes or as inpatients. The post holder will work at a senior level alongside the multi-disciplinary team as a senior clinical resource and as a part of the wider Leadership Team, to develop and enhance clinical practice and share influence across the organisation. This post will report directly to the Clinical Services Director, who will work collaboratively with the Palliative Care Consultants to ensure robust review of performance and practice by regular supervision.

JOB PURPOSE

- To work autonomously to make independent clinical decisions, enabled by a collaborative and supportive working relationship with colleagues of all disciplines. The post holder will demonstrate safe and effective clinical decision making based upon full clinical assessment, diagnostic and clinical management skills
- To work within the four pillars of: advanced clinical practice, leadership, education and learning, and research and development; acting as a role model and resource for learners, at all times
- To work in accordance with the Multi-professional Framework for Advanced Clinical Practice in England (HEE, 2017)
- To lead on and contribute to innovations in clinical service delivery and actively engage processes which monitor and support the quality of care delivery and updating practice, including education and research

KEY ACCOUNTABILITIES & RESPONSIBILITIES

Clinical

- Provide clinical leadership across the clinical team, working to the four pillars of practice, to include quality improvement initiatives.
- Act as an expert clinical resource for patients, families, staff, learners and those seeking specialist palliative care advice
- Work autonomously within area of practice, undertake clinical assessments, physical examinations, the ordering and interpretation of diagnostics, and the admission/discharge of patients from the service
- Ensure that clinical decision making and treatment is in accordance with SNHC policies, protocols and guidelines
- Act within own competencies and escalate clinical concerns appropriately
- Communicate sensitively and effectively with patients, families and professionals
- Actively participate in multi-disciplinary team and care planning meetings, ensuring a co-ordinated approach to care and the collaboration of all professionals involved
- Prescribe medication within own level of knowledge and competence and within the scope of policy
- Support the development and delivery of strategies to educate patients and families to self care and maintain independence
- Robustly adhere to infection prevention procedures, demonstrating good practice at all times
- Undertake enhanced training and act as a SNHC Safeguarding Lead
- Work closely with IT and Administration colleagues to support the development of resources such as SystemOne to enable the effective use of data.

Management

- Support senior clinical colleagues as required to ensure that clinical resources are allocated effectively, to support patient care
- Working collaboratively with clinical leaders, ensure full engagement and participation with issues of clinical governance, ensuring the identification, mitigation and addressing of risk, in a timely manner
- Participate in HR processes, such as recruitment.

Operational

- To participate in on call arrangements, as required
- Contribute to the support of palliative and end of life care patients across West Suffolk and Thetford by close working and collaboration with health and social care partners
- Participate in the review, re-design and delivery of service improvements, under the direction of the Clinical Services Director

Leadership

- Act as a role model at all times and actively facilitate learning opportunities for colleagues in practice
- Apply critical thinking through the process of clinical assessment and encourage nursing staff by role modelling and advocating the use of contemporary evidence based research
- Work closely with internal and external team members to advocate for a multi-disciplinary approach to care and support
- Demonstrate an open, inclusive and non judgemental approach to support across clinical teams, to instil confidence to question and challenge practice
- Actively support the 'one team' approach across SNHC, which ensures a flexible workforce confident to support patients at various points through their experience of palliative and end of life care
- Engage in the delivery of clinical supervision, as appropriate
- Promote a positive learning environment for learners and work closely with the clinical education team to develop and support the learning needs of others, to include innovating practice through research.
- Join the SNHC Leadership Team, using influence to support understanding of our core services.

- Demonstrate robust understanding of the CQC assessment framework, ensuring that practice supports the delivery of compliance
- Demonstrate understanding and role modelling of the SNHC Values.

KEY WORKING RELATIONSHIPS

- Patients and families/carers – providing highly skilled clinical support and guidance
- Colleagues – working collaboratively and respecting the expertise and learning needs of others
- Marketing and Fundraising – supporting the work of events and campaigns, which promote and support the SNHC Mission
- Members of the public – providing information, support and guidance around services
- NHS and other care providers – using networks effectively, working in partnership to develop services and improve experience
- Volunteers – recognising the skills of volunteers to support our work.

JOB SCOPE

Decision making level	<ul style="list-style-type: none"> • All clinical decisions are made within own competence and based upon evidence-based practice and SNHC clinical guidelines • Senior operational support to colleagues across Clinical Directorate, as required, working closely with Heads of Service • Providing support to junior colleagues to make decisions, based on knowledge and skills within role • Understanding of decision making outside areas of responsibility and escalating, as appropriate, adopting solution based approach.
Financial resources	<ul style="list-style-type: none"> • Delegated authority to manage payments of up to £1000.

Other resources	<ul style="list-style-type: none"> • Editorial rights for SystemOne templates, in collaboration with Senior Clinical Administrator.
People management	<ul style="list-style-type: none"> • No direct line management responsibilities • Supportive, pastoral care and mentorship of junior colleagues • Peer support to clinical leaders • Support of volunteers.
Legal, regulatory and compliance responsibility	<ul style="list-style-type: none"> • Accountable to Clinical Services Director for compliance with CQC and safeguarding standards • Responsible for escalation of issues outside own area of competence/knowledge, eg: health and safety. • Active participant in CQC/quality assurance visits, when these occur

PERSON SPECIFICATIONS

Knowledge, qualifications and experience

- Current registration with professional body (eg: Nursing and Midwifery Council – Registered Nurse, Adult, Health and Care Professions Council, Paramedic/Therapist)
- MSc in Advanced Practice, or working towards this
- Non-medical prescriber, or working towards this
- Teaching and Assessing qualification
- Significant experience in the delivery of palliative and end of life care
- Experience as a credible leader
- Ability to communicate effectively and with sensitivity at all levels, including discussions which may be challenging and/or distressing
- Understanding of risk and ability to effectively manage/escalate appropriately
- Understanding of CQC assessment framework – Safe, Effective, Responsive, Caring, Well Led
- Understanding of staff wellbeing and able to respond to the clinical burden carried by the team; experience in developing strategies to support, in co-operation with other colleagues.

Skills and abilities

- Advanced Communication Skills training
- Leadership or management qualification, or willingness to work towards this
- RCN credentialed Registered Nurse
- Ability to confidently challenge poor practice, attitudes and behaviours
- Willingness to celebrate success and recognise good practice
- Flexible approach, including ability to support clinical staffing concerns at short notice
- Demonstrates understanding of SNHC Values, consistently roles models these values.
- Compassionate leader, able to actively listen, empathise and support team to feel valued and respected.
- Experience of working with volunteers

OTHER:

Any other role specific requirements, e.g. required to work shifts/evenings/weekends, some unsocial hours, travel etc.

- Some flexibility required to work occasional weekends
- Ability to travel to meetings off site
- Ability to travel to patient's homes – driving licence required

STANDARDS AND EXPECTATIONS

Policies and Procedures

All Hospice employees are expected to follow policies, procedures and guidance as well as professional standards and guidelines.

Confidentiality/ Data protection

You should be aware of the confidential nature of the Hospice environment and/or your role. Any matters of a confidential nature, relating to patients, carers, relatives, staff or volunteers must not be divulged to any unauthorised person. You should make yourself aware of the requirements of the Data Protection Act and follow hospice procedures to ensure appropriate action is taken to safeguard confidential information.

Health and safety

You are required to take reasonable care for your own health and safety and that of others who may be affected by your acts or omissions and you should ensure that statutory regulations, policies, codes of practice and safety and good house-keeping rules are adhered to, attending training as required.

Safeguarding and Mental Capacity Act

All employees have a responsibility to safeguard and promote the welfare of adults, children and young adults. It is essential that all safeguarding concerns are recognised and acted on appropriately in line with the policies and training. You must ensure you always act in the best interests of any person lacking mental capacity.

Infection control

All employees have personal responsibility for Infection Prevention and Control practice. You should ensure you are familiar with, and comply with, all relevant Infection Control policies and training for minimising the risk of avoidable Infection.

Equality and Diversity

We recognise and encourage the valuable contribution that people from all backgrounds and experiences bring. You will treat all individuals on the basis of merit and without prejudice.

Volunteer Assistance

The Hospice has the advantage of being supported by many volunteers. If a volunteer is assigned to assist you at any time, you will still retain responsibility for the requirements of this job and at all times you will be expected to treat volunteers with respect and value their contribution.

Job description

This Job Description is not intended to be restrictive and should be taken as the current representation of the broad nature of the duties involved in your job and needs to be flexible to cope with the changing needs of the job and the Hospice.

February 2023