

Job Description

JOB TITLE: Trainee Advanced Clinical Practitioner, Neonatal intensive care.

DIVISION: Family Health

GRADE: AfC Band 7 (dependant on business case, rota contribution and ACP training progression)

REPORTS TO: Speciality Lead ACP. Jo Gilfedder

ACCOUNTABLE TO: Head of Service. Jo Wilson

VALUES AND BEHAVIOURS



ABOUT NUH

Every day, our teams at Nottingham University Hospitals NHS Trust (NUH) make a difference. We save lives, we improve lives, and we usher in new life. We are proud to play a central role in supporting the health and wellbeing of people in Nottingham, Nottinghamshire, and our surrounding communities.

With more than 18,000 colleagues, we are the largest employer in Nottinghamshire and one of the biggest and busiest NHS Trusts in the country, serving more than 2.5m residents of Nottingham and Nottinghamshire and a further four million people across the East Midlands and beyond.

We provide a range of national and internationally renowned specialist services, and we are at the forefront of new surgical procedures and research programmes. We are home to the East Midlands Major Trauma Centre, the Nottingham Children's Hospital and in partnership with the University of Nottingham we host a Biomedical Research Centre carrying out vital research into hearing, digestive diseases, respiratory, musculoskeletal disease, mental health, and imaging.

As a teaching hospital, we are instrumental in the education and training of doctors, nurses, and other healthcare professionals. We are proud of our strong relationships with universities across the East Midlands, including the University of Nottingham, Nottingham Trent University and Loughborough University.

The last year has been challenging for our teams. Alongside our continued recovery from Covid, our maternity services are subject to an independent review, and we must do more to improve our culture. We are more focused than ever on making sustained improvements across our services.

As one of the NHS Trusts identified in the New Hospital Programme, a programme of investment in NHS hospitals, we have extensive plans to improve our hospitals and the services we deliver for patients. As well as the redevelopment of the Queen's Medical Centre and City Hospital, plans for a new 70 bed NHS rehabilitation facility set to be built on the Stanford Hall Rehabilitation Estate near Loughborough, are currently going through the approvals process.

We have recently become home to the latest series of Channel 4's award-winning series 24 Hours in A&E, which takes a look inside one of the country's busiest emergency department at QMC and highlights the dedication, passion, and skill of our teams.

This is an exciting time to join NUH and help support our future ambitions.



JOB SUMMARY

The Advanced Clinical Practitioner (ACP) role at NUH is mapped to the Health Education England (HEE) 2017 Multi-professional Advanced Clinical Practice Framework. The NHS Long-Term Plan (2019), the NHS People Plan (2020) and the NHS Long Term Workforce Plan (2023) highlight how advanced clinical practice is central to helping transform service delivery and better meet local health needs by providing enhanced capacity, capability, productivity, and efficiency within multi-professional teams.

The post holder will be based at Nottingham University Hospital NHS Trust Neonatal Intensive care Units, working across the Queens Medical Centre and Nottingham City Hospital Site.

The Trainee Advanced Clinical Practitioner will undertake relevant training to gain a specialist knowledge of neonatology underpinned by MSc in Advanced Clinical Practice which includes patient assessment modules.

The ACP will join a team who perform at different levels of entrustment, sitting alongside tier 1 and tier 2 clinical teams. They will provide neonatal specialist advice, consultancy and clinical practice within the service. The ACP will contribute to the work of tier 1 or 2 rotas, the work pattern of each individual being determined by both their level of experience and competence. When qualified they will work across the directorate practicing independently and autonomously with distant consultant supervision.

Cover hours to be directed by the Trainee in consultation with the ACP team and the medical team rota co-ordinator.

The post holder will be based at Nottingham University Hospital NHS Trust. Although the post holder's specialty may be based at one campus the training pathway may involve placements or visits at either the City Campus or the Queens Medical Centre.

The trainee Advanced Clinical Practitioner (tACP) will develop specialist knowledge and skills to provide healthcare autonomously to patients in their specialty through an established ACP training pathway.

The post holder will be a 1st level registered nurse with the ability to undertake Non-Medical Prescribing. They will have experience in working within the specialty. They will have excellent communication skills, and be able to liaise with patients and their families in planning their medical and nursing care. They will be expected to provide evidence of their ongoing continuing professional development.

Applicants are welcomed from Trainees who are already undertaking their neonatal trainee ACP in other centres currently. For these candidates a tailored induction period will be formed to support their transition into the workplace while maintaining support for their training placement.

Whilst in training the trainee Advanced Clinical Practitioner (tACP) will undertake the MSc in Advanced Clinical Practice as an apprentice; included in the curriculum are non-medical prescribing and work-based learning modules. As well as the academic pathway the tACP will follow the three year consultant-supported ACP training program mapped against established national and regional competencies. The tACP will gain the skills under direct supervision to undertake clinical assessment, diagnosis and treatment of patients with undiagnosed and undifferentiated conditions. In addition to this the tACP will also be trained in the referral of patients to relevant specialities for any necessary investigations as well as facilitating safe patient discharge. The tACP will develop advanced skills in clinical decision making, critical thinking, and clinical management skills based upon evidence based practice.

An overview of the training pathway is shown below:

Year 1: Work within the neonatal service as a fully supernumerary trainee. Support will be provided by a member of the ACP or medical team on a shift by shift basis. Supernumerary trainees will have dedicated consultant supervision time, consultant competency sign off, ACP mentorship and structured teaching; allowing completion of the work based learning competency portfolio. Upon completion of this, they will plan their final assessment and transition onto the rota in a supervisory capacity for the second year of training.

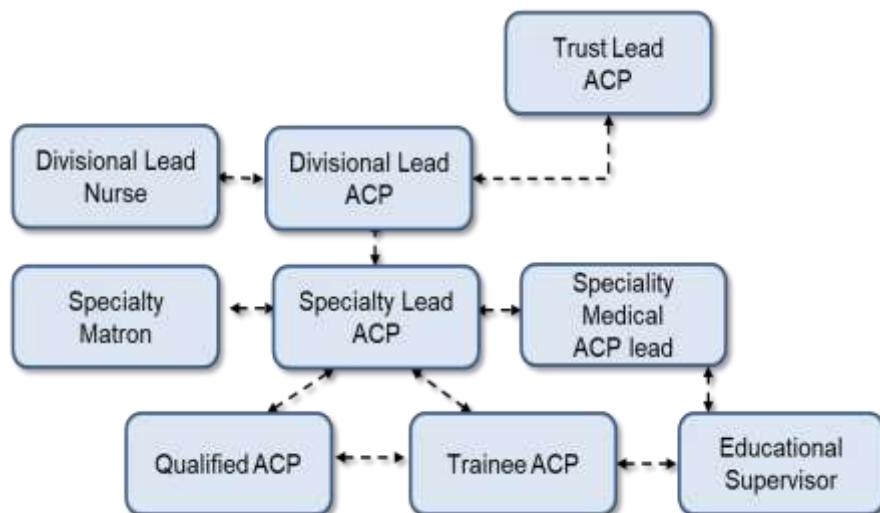
Non clinical time is provided for attendance at University and time for preparation for university or consolidation of learning.

Year 2: Following successful completion of module 1 and 2 the trainee commences their role as a member of the neonatal medical team, contributing to the teir 1 rota. They are supported in practice as a supervised tACP working independently, but supported and supervised to develop clinical skills and build on their decision making. As a second year you will undertake non-medical prescribing modules and be supported in non clinical hours for preparation and attendance at the module university days. Trainees will have dedicated consultant supervision time, ACP mentorship and structured teaching. *If the MSc is undertaken at a non-affiliated HEI, submission of a completed NUH ACP competency portfolio remains an essential element of the training pathway.*

Year 3: Completion of the final assessments.

At the end of an agreed period of training and if all requirements are met, including successful completion of the MSc, the trainee ACP will advance into a substantive AfC band 8a Advanced Clinical Practitioner post.

Professional and managerial pathways of accountability for ACPs have been developed and agreed across NUH:



KEY JOB RESPONSIBILITIES

Clinical Practice

To undertake appropriate training and development under supervision in order that the following can be achieved:

- To practice in compliance with respective professional code of conduct and within own scope of practice, being responsible and accountable for decisions and actions at this level of practice.
- To take every opportunity to expand individual practice in line with the appropriate professional code of conduct and identifies personal career development pathway as part of formal appraisal system.
- To have a critical understanding of broadened level of responsibility, autonomy and limits of own competence; acts on professional judgment and critical reflection of own practice about when to seek help
- To use highly developed clinical knowledge and advanced clinical reasoning skills or decision making skills to independently assess, diagnose, plan, implement and evaluate treatments and interventions for patients, in a context of complex undifferentiated or undefined presentations.
- To undertake physical examination as indicated by the patient's condition and autonomously analyse complex clinical signs and investigation results to diagnose conditions; consider differential diagnoses; and/or initiate treatment.

- To perform clinical procedures or therapies relevant to the area of practice, as competent to do so, and as appropriate to the history and physical examination of patients, including further invasive testing and treatments requiring highly developed skills and precision.
- To request investigations such as blood, urine and other laboratory tests, electrocardiographs (ECGs), ultrasound scans, X-Rays, magnetic resonance imaging (MRI) and computed tomography (CT) scans in accordance with IR(ME)R regulations and as local policy allows.
- To analyse multiple sources of information (including patient history, physical examination and investigation findings) to make evidence-based diagnoses and/or clinical judgements; presenting this information to senior specialty staff for advice when scope of practice is exceeded.
- To autonomously formulate appropriate management plans for patients, formulates clinical decisions and often complex intervention plans to manage acute illness and acute episodes of chronic illness.
- To continuously reevaluate findings and clinical response to intervention and establish appropriate ongoing management plan accordingly, including referral, admission or discharge from service.
- To utilise and demonstrate effective and sensitive communication styles, anticipating and working to overcome potential barriers to communication, to support people in making informed decisions.
- To create a trusting partnership with patients and/or relatives/carers to communicate complex medical issues (including new diagnoses) to ensure service users are fully informed and consent to intervention and management plans.
- To prioritise health problems and intervenes appropriately in complex, urgent and emergency situations, including initiation and leadership of resuscitation.
- To appropriately manage risk, especially where there may be complex and unpredictable events, to ensure safety of individuals, families and carers.
- To prescribe and review medication (as an independent prescriber) for therapeutic effectiveness appropriate to patient need and in accordance with best/evidence-based practice and national and local protocols and within the role's scope of practice and legal framework. Integrates both pharmacological and non-pharmacological treatment in patient care/management plans.

- To maintain competence in the use of electronic prescribing and medication administration (EMPA) and has completed a combined scope of practice and prescribing agreement signed by ACPs head of service/divisional medical lead, matron/divisional lead nurse and the specialty pharmacist.
- To assesses patients with mental health needs using local policy and guidelines and refer to the appropriate services.
- To asses mental capacity, gain valid consent and have to ability to work within a legal framework with patients who lack capacity to consent to treatment
- To identify and intervene proactively when circumstances contribute to an unsafe environment for patients, staff, or relatives and escalate these to the departmental risk lead and/or consultant leads for clinical governance; Support specialty management with risk assessments, DATIX and complaints as appropriate
- To produce detailed and accurate written information within the patient record regarding all clinical assessments, investigations completed and requested, and treatments administered.
- To maintain the responsibility for the delivery of a detailed, accurate and potentially complex clinical handover to healthcare colleagues including other specialties, external organisations and General Practitioners.
- To maintain confidentiality as required by professional, local, and national policy; acknowledging situations where there can be a breach of confidentiality.
- To work towards accreditation with relevant clinical governing body e.g., centre for advanced practice, RCEM (Royal College of Emergency Medicine), FICM (Faculty of Intensive Care Medicine) or equivalent internal tailored programmes, if the option is available to do so.
- To maintain a personalised e-portfolio that demonstrates competence, capability, and ongoing development.

Leadership and Management

To undertake appropriate training and development under supervision in order that the following can be achieved:

- To proactively develop effective partnerships with the existing senior medical, nursing and AHP teams, to encourage productive working in driving new

practice and service redesign; Acts a knowledge resource in how to initiate development and manage change.

- To lead in multi-disciplinary service and team evaluation, demonstrating the impact of advanced clinical practice on service function and effectiveness and the quality (I.e., Outcome of care, experience, and safety).
- To formulate and implement the co-production of service improvements in response to peer review of own and other's practice; feedback and involvement from service users (individuals, families, carers, communities), working across boundaries with a broadened sphere of influence.
- To act as a resource for staff, advising on specialty, organisational and national policy, procedures and guidelines; Engaging in horizon scanning for future developments (e.g. New treatments, changing social challenges) to develop practice in response to changing population health needs.
- To highlight and address areas of witnessed poor practice and demonstrate a preparedness to constructively challenge others, appropriately escalating concerns that affects an individual's safety and well-being (patient/family/carer/colleague).
- To manage conflicting views and liaises between groups where there may be conflict. To recognise and defuse potentially aggressive and violent individuals or situations in line with local policy and legal frameworks.
- To manage staff performance, training, and supervision of other staff including annual Trust appraisal and annual review of clinical practice (ARCP).
- To support staff development to maximise potential, encouraging everyone to learn from each other and from external good practice.
- To support patients, carers and staff during difficult situations that arise e.g., breaking unwelcome news or following an unexpected event.
- To develop and contribute to local guidelines, interpreting and adapting national protocols and standards to enhance patient care and safety.
- To maintain awareness of budgetary constraints within the organisation, manages resources appropriately and encourages others to do the likewise.
- To ensure appropriate representation and participation in organisational meetings as appropriate for the role.

- To prioritise workload to support and manage the surges in demand across the clinical hospital and organisation in accordance with Trust pressures.
- To contribute to recruitment and retention of MDT staff.
- To engage in the development of meaningful partnerships from local to international level in order to deliver a collaborative approach to advanced clinical practice.

Facilitating Learning

To undertake appropriate training and development under supervision in order that the following can be achieved:

- To critically assess own learning needs and identify a personal development plan that reflects breadth of professional development across the four pillars of advanced practice.
- To engage in self-directed learning, critically thinking to maximise clinical skills, knowledge and ability to lead and develop care and services.
- To develop health promotion and education in conjunction with other health care professionals ensuring that all patient care within the multi-professional team is based on research and best practice.
- To empower individuals to participate in decision about their care by supporting health literacy and providing support and clinical advice in specialist areas, based on evidenced-based research.
- To advocate for and contribute to a culture of organisational learning; Supporting and delivering education programmes and training pathways for multi-professional learners across NUH.
- To act as a role model, educator, supervisor, coach and mentor, identifying and supporting the developmental needs of individuals and the wider team.

Evidence, Research and Development

To undertake appropriate training and development under supervision in order that the following can be achieved:

- To critically engage in research activity, e.g. design, coordinate, and undertake collaborative audit and research, to develop and apply evidenced-based practices within the Family Health division.
- To evaluate own and others' clinical practice with valid, reliable methods, and the act on findings.
- To lead on or actively collaborate in a minimum of annual audit / quality improvement as evidenced by inclusion in their e-portfolio and outputs; Disseminate best practice findings and quality improvement projects appropriately to underpin own practice and inform that of others.
- To engage in research activity at a minimum of patient selection when required.
- To contribute towards and/or lead on the development of multidisciplinary research and clinical audit implementing evidence-based practice; Critically review and identify gaps in the evidence and its application to practice, alerting appropriate individuals to these gaps and how to safely and pragmatically address them.
- Facilitates collaborative links between clinical practice and research supporting organisational and system research and development plans.
- To proactively engage in the improvement of the department by enhancing levels of evidence-based practice and the development of guidelines and protocols to ensure high standards of care are consistently maintained

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GENERAL DUTIES

In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

Infection Control

- To maintain a clean, safe environment, ensuring adherence to the Trust's standards of cleanliness, hygiene, and infection control.

Safeguarding children, young people, and vulnerable adults

- Nottingham University Hospitals is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. All staff and

volunteers are therefore expected to behave in such a way that supports this commitment.

Information Governance

- All staff have an individual responsibility for creating accurate records of their work and for making entries into and managing all NHS records effectively in line with the Health Record Keeping Policy and other Health Records and Corporate Records Management policies and procedures to meet the Trust's legal, regulatory and accountability requirements.

Health and Safety

- To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.
- To co-operate fully in discharging the Trust policies and procedures regarding health and safety matters.
- To immediately report to their manager any shortcomings in health and safety procedures and practice.
- To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident/incident form.
- To use protective clothing and equipment where provided.
- Whilst the aim of the Trust is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a wilful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

Governance

- To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

Health and Wellbeing

- Employees are expected to take all reasonable steps to look after both their physical health and mental health. To support employees to achieve this NUH offers a wide range of health and wellbeing activities and interventions. The full programme can be viewed at on the staff intranet.

- Line managers are expected to encourage and support staff to look after their health and wellbeing, including the release of staff to attend health and wellbeing activities and interventions.

General Policies Procedures and Practices

- To comply with all Trust policies, procedures, and practices and to be responsible for keeping up to date with any changes to these.

WORKING CONDITIONS. The post requires the candidate to be able to perform clinical procedures which may entail periods of standing in sometimes a heated environment to support the thermal needs of the infant. Alterations to the working environment with respect to standing will be achieved where required.

JOB REVISION

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

Service Review

A strategic review of all Trust services is taking place. As a result of which, some services or parts of some services, may transfer from one campus to the other. This will be decided in accordance with the most appropriate way to provide the best healthcare for patients in the future and all staff will be fully consulted on about the impact of any such decisions.

Job description reviewed by: JM Gilfedder & Dr Phoebe Kigozi.

NUH Advanced Practice JD & PS Review Group.

Group chair: Joe Parker, Medicine Division Advanced Practice Lead

Date: March 2024. To be reviewed by: March 2027