

Job Description & Person Specification



Job title: Stoma Care Nurse
Band: 6

Job Description

1. General Information

Job title: Stoma Care Nurse

Band: 6

Department: Stoma Care

Division: Surgery Anaesthetics & Cancer

Reports to: Stoma Care CNSs (Band 7)

Accountable to: Deputy Head of Nursing Surgery Anaesthetics & Cancer

DBS Clearance required: Yes.

Enhanced: posts providing hands on care to patients.

2. Key relationships

Stoma Care CNS, Stoma Care Administrator, Colorectal Consultant Surgeons, Colorectal MDT, Surgical Matron, Ward Managers, Ward Teams, Allied Professionals, External Stoma Care teams, The Pharmacy & Medicines Optimisation Team at Herts & West Essex Integrated Care Board (H&WE ICB) Community Healthcare Providers, Stoma Care Department Financial Sponsors, Non-NHS organisations, Patients/Relatives/Carers,

Links with the local university and trusts training department is essential. Active participation with the local patient users and carer groups is recommended.

3. Job Summary

The post holder will join an established Stoma Care team who provide an expert Stoma Care nursing support and advisory service.

The Stoma Care Nurse is required to:

- Provide a high standard of individualised evidence-based care to new and established stoma patients
- Work in both the WHHT and community settings
- Supporting the Stoma Care CNSs team in driving quality care provision forward
- Be responsible for assessment, implementation and evaluation of patients who require stoma formation
- Act as a role model, support and provide supervision to nursing staff in all clinical area to provide highest standards of evidence based care

- Contribute to delivering expert- to-nurse teaching programmes to healthcare providers trust wide and, in the community, settings
- Participate in ensuring the surgical ward nurses' stoma care competencies are achieved and maintained
- Contribute to audit/research projects and service development
- Provide clear clinical leadership to staff, deputising for the Stoma Care CNSs in their absence

4. Primary duties and areas of responsibility

Clinical

- To act as the patient's advocate in decision making regarding stoma formation and underlying diagnosis including cancer and benign disease
- To develop an understanding of the full range of treatment options to each patient and have the ability to be able to discuss these with the patient and their family
- To develop an understanding of surgical procedures and the associated nursing needs of the patient
- To act as a point of contact for stoma patients and their families/carers
- To manage own caseload under the supervision of the Stoma Care CNSs, within the hospital and community setting
- To provide emotional support, education and information to patients/ carers and their families regarding stoma formation
- To provide accurate information and education to nursing/medical staff, patients/carers, and their families regarding stoma formation
- Maintain accurate and up-to-date clinical documentation and the web-based record keeping of all aspects patient's care, which include face to face, telephone encounter, SMS and email
- To act as an Expert Advisor within the stoma care speciality, to all healthcare providers within the Trust and West Herts Community, providing relevant clinical advice, guidance, and support
- To ensure the clinically appropriate and cost-effective use of stoma appliances and accessories to meet the individual patients' needs. Upholding patient choice and Herts & West Essex Integrated Care Board (H&WE ICB) prescribing guidelines in the management of both stoma and faecal fistulae
- To provide and maintain physical and psychological support pre/peri/post operatively for stoma patients and their carers
- To teach and support the patients in becoming independent and competent in managing their stoma to ensure a positive patient experience and a safe discharge
- To support the running of the nurse led clinics in both hospital and community settings and undertake training to become independent in running the clinics

- To develop and maintain a detailed knowledge of stoma products currently available
- To have a flexible in their approach to different working setting and 7 day working patterns (varied hospital localities, patient homes, and community care facilities)

Communication

- Involved in the care of the patient and other health care providers as appropriate and to report on the patient's condition and progress
- Effectively communicate to community healthcare providers – GP's, Community Nurses and Allied Health Professionals
- Maintain effective communication with the patient group/carers and families
- Liaise and maintain effective communication with medical and nursing staff members of the multidisciplinary team to provide effective and timely service to stoma patients
- Communicates appropriate service-related information to senior managers, staff and external agencies, which requires negotiating, persuasive, motivational and reassurance skills management and supervision

Management and Supervision

- To work together in the team to develop and maintain a high standard of stoma care service
- To manage own caseload as a loner worker with the support of Senior colleagues
- The post holder will be responsible for maintaining the service and the daily running of the department when the Stoma Care CNSs is absent
- Involved in the care of the patients and other health care professionals as appropriate, and to report on the patient's condition and progress
- Be accountable for own practice and for the delegation of care given to more junior colleagues, support workers and students
- Contribute to change management and facilitate appropriate change when needed within the stoma services
- Actively promote diversity and equality. Generate and sustain relationships that promote dignity, rights and responsibilities
- To liaise with commercial appliance manufacturers and keep up to date with the latest product developments
- To work in close partnership with the departmental financial sponsors
- Report to the Stoma Care CNSs on all aspects of clinical activities including significant changes affecting the provision of the stoma care service

- Report to appropriate line manager any complaint, accident or untoward incident and initiate investigation of same, in accordance with Trust policy
- To maintain an awareness of stock control and order supplies accordingly to ensure stock levels are maintained
- To participate in the organisation of open days for patients/carers and health care professionals
- Liaise with patient support groups such as the ileostomy, colostomy and urostomy associations

Knowledge and departmental development

- Demonstrate knowledge and experience of bowel/bladder speciality
- Leadership and management development. Work and act as a role model for professional practice and leadership
- Will work closely with the Stoma Care CNSs, Stoma Care Administrator, Colorectal Team, and health care providers.
- Clinicians in embedding the principles of Clinical Governance and Standards for better health to maintain/improve and develop high standards of patient care and thereby ensuring that the patients are treated with privacy, dignity and respect
- Place the patient's experience at the core of service delivery through implementation and continued monitoring of Essence of Care Standards, Patient Involvement & Experience Strategy and Patient Satisfaction Surveys
- Support the Stoma Care CNSs in actively implementing initiatives, outlined within the Trust's local Nursing and Midwifery Strategy and where relevant take the lead for designated projects
- To assist the Stoma Care CNSs in ensuring that nursing practice reflects current clinical developments, evidence-based guidance and is based on sound nursing audit and research, identifying opportunities for the promotion and participation in such activities

Infection Control and Cleanliness

- To support the Stoma Care CNSs in monitoring and sustaining high standards of cleanliness in own clinical area
- To act as a role model in relation to embedding the Code of Practice for the Prevention & Control of Healthcare Associated Infections

Education, Development and Research

- Willing to undertake further education in Specialist Area of Practice (Stoma Care/Colorectal Modules at level 7)
- Facilitate and encourage research-based nursing practice

- Participate in research projects related to Stoma Care as required
- Participate in product trials for stoma appliance companies
- To encourage user involvement and in liaison with Stoma Care CNSs to identify potential areas for service development
- To promote/develop and maintain a culture within the department in collaboration with the Stoma Care team which challenges and questions practice rational
- Actively participate in developmental opportunities both locally and nationally
- Work creatively to develop practice and new ways of working in collaboration with Stoma Care CNSs
- Fully engage in one's own appraisal/performance review focusing on the important areas of relationship management, risk taking and problem solving, ensuring that there is clarity on the level of authority held for all aspects of the role and that they are regularly reviewed

Person specification

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	Essential Requirements	Desirable Requirements
Education and Qualification	<p>Registered Nurse.</p> <p>BSc Adult Nursing or equivalent.</p> <p>Current NMC registration.</p> <p>Mandatory training.</p> <p>Band 5 development course.</p> <p>Undertake a Post Graduate Stoma Care Course (level 7) which needs to be completed within 3 years of start date.</p>	<p>Teaching qualification or equivalent mentor course.</p> <p>Foundation Course in Stoma Care.</p> <p>Post Graduate module in Stoma/Colorectal at level 6/7.</p>
Knowledge	<p>Experience as a Senior Nurse level (Band 5/6) in an acute general surgical/colorectal.</p> <p>Interest & specialised knowledge of bowel/bladder conditions & stomas.</p> <p>Experience in mentoring.</p> <p>Assessing and coaching skills.</p> <p>An awareness of relevant political & professional issues in health care.</p>	<p>Experience of change management.</p>
Experience	<p>Minimum of 2 years as a Registered Nurse.</p> <p>Experience in acute surgical setting (Colorectal).</p> <p>Experience of caring for stoma patients.</p> <p>Evidence of some ward management/ Team leader competency.</p>	

	Experience of leadership and management.	
Skills	<p>Leadership qualities.</p> <p>Good communication/ interpersonal skills.</p> <p>Ability to cope with stress/work under pressure.</p> <p>Competencies as documented in job description.</p> <p>IT skills.</p> <p>Articulate, assertive, flexible.</p> <p>Approachable to employer/team player.</p> <p>Self-motivated.</p> <p>Ability to prioritise and organize own workload.</p> <p>Ability to work as part of a team.</p> <p>Problem solving and sound decision making skills.</p> <p>Professional development ownership.</p> <p>Car owner and holding with a full clean driving license.</p>	<p>Presentation Skills.</p> <p>Teaching Skills.</p>

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Date: 7/03/24

Additional information

- The duties and responsibilities outlined in the job description although comprehensive are not definitive and you may be required to perform other duties at the request of your manager.
- This job description is designed to reflect duties currently incorporated in this post. These may change in the light of changes in the service provided by the Trust. Any such changes will be fully discussed with the post holder.
- It is the responsibility of all staff to be aware of the risks in their working environment and to ensure that all working practices are undertaken in such a way that risks are minimized. All staff must report risks in line with Trust policy and take the necessary action to ensure that colleagues, patients, and visitors are not exposed to unnecessary or avoidable risk.

Dignity & Respect	The Trust requires that you treat others with dignity and respect and that you do not harass or otherwise discriminate against any other member of staff, patient or visitor to the Trust or employees of any associated employers or contractors of the Trust on the grounds of sex, age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, religion or belief and sexual orientation.
Values Based Appraisals	All staff employed within the Trust will be expected to participate in the annual values based appraisal process for themselves and any staff accountable to them.
Rehabilitation Of Offenders Act	Under this Act, offences which are 'spent' need not be revealed to a potential employer. However, there are some occupations which are exempt from the Act. Under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, all employees of the Trust are not protected by the Act and therefore employees and applicants do not have a right not to reveal 'spent' convictions if asked. Further information can be found via: https://www.gov.uk/government/organisations/disclosure-and-barring-service
Health Clearance	All appointments are conditional upon prior health clearance. Failure to provide continuing satisfactory evidence if required, e.g. of immunization, will be regarded as a breach of contract.
Professional Registration	Staff undertaking work which requires professional registration are responsible for ensuring that they are registered with the appropriate professional body and that they comply with any Codes of Conduct applicable to that profession. Proof of registration must be produced on appointment and at any time on request.
Work Visa / Permits / Leave To Remain	If you are a non-resident of the UK or EEA you are required to have a valid work visa and leave to remain in the UK, which is renewed as required. The Trust is unable to employ or continue to employ you if you require but do not have a valid work visa and/or leave to remain in the UK.
Confidentiality / Data Protection / Freedom of Information	Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information. Following the Freedom of Information Act (FOI) 2005, post holders must apply the Trust's FOI procedure if they receive a written request for information.

Our commitment to you

West Hertfordshire Teaching Hospitals NHS Trust is committed to recruiting the best person for the job, based solely on their ability and individual merit as measured against the criteria for the role; through a process that is fair, open, consistent, and free from bias and discrimination.

We are committed to being a diverse and inclusive employer and foster a culture where all employees are valued, respected and acknowledged. All applicants will be considered for employment without regard to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

We particularly welcome applications from Black, Asian and Minority Ethnic communities, people with disabilities and/or long-term health conditions and LGBT+ community members. We have policies and procedures in place to ensure that all applicants and employees are treated fairly and consistently. We are proud to be accredited as a Disability Confident Employer, with a number of active staff networks. Staff network members create a positive and inclusive work environment at West Hertfordshire Teaching Hospitals NHS Trust by actively contributing to the Trust's mission, values and efforts specific to inclusion.

We ask all applicants to tell us about their personal information to help us monitor our processes and ensure that we treat everyone fairly.



Staff and rewards

benefits

Supporting you

- Our Employee Assistance Programme (EAP) is a free service for staff provided by Vita Health. It's here to help you manage all of life's events 24/7 365 days a year.

- We have a spiritual care team offering support to people of all faiths.
- The Trust offers health and wellbeing days which includes free massage and relaxation treatments, in addition to fitness classes.

Flexible Working

- At West Herts we recognise the importance of a good work life balance and the ability to work flexibly. We are delighted to offer a variety of flexible working options for all staff. Please check out our web page for more information.
- <https://www.westhertshospitals.nhs.uk/flexibleworking/>

Annual leave

- You get 27 days on starting, 29 days after 5 years and 33 days after 10 years' service (excludes bank holidays).
- If you already have NHS service, then we will honour this in terms of your annual leave entitlement.
- We have a range of flexible working options across the Trust including part-time hours and home working.

Discounts

- You can order bikes and safety accessories with our Cycle to work scheme staff benefit.
- Discounted childcare at our onsite Busy Bees nurseries.
- Free eye tests.
- Free quarterly health checks, massages, and fitness classes.
- Discounted gym memberships including Anytime Fitness and Nuffield Health.

NHS Pension

- One of the UK's best pension schemes, the NHS pension offers an excellent package of benefits. Visit: www.nhsbsa.nhs.uk/pensions.aspx for more information on NHS Pensions.

Maternity/Paternity Pay & Shared Parental Leave

- Female staff with at least one years' service can benefit from up to a year's leave, 8 weeks of which are full pay, then 18 weeks at half pay plus Statutory Maternity Pay.
- The Trust also provides two weeks paternity leave for partners at full pay, for those with at least one years' service. Further information outlined in the policy.

Development Opportunities

- The Trust offers over 300 online courses that staff can undertake either at home or in the workplace.
- Staff may be eligible for funding to undertake an apprenticeship or a foundation degree, or undertake courses provided by the University of Hertfordshire or an alternative course provider.

- The Trust has a Coaching Network and trained coaches within the Trust are matched with staff of all disciplines to provide a powerful development opportunity.

Staff Recognition

- The Trust recognises its staff through Long Service Awards, Stars of Herts Awards and through an Annual Stars of Herts event.

Library

- The library staff are committed to providing an efficient service, offering the latest and most appropriate collections, along with a study environment supported by advice and guidance on finding information.
- Staff can ask the library to search for information, evidence and publications.

Staff Networks

- The Trust has an equality and diversity staff network providing support for staff. This includes Disability, Carers, BAME and LGBT+ networks.
- The Trust recognises several trade unions and works in partnership with Unison, Unite, BMA and RCN to name a few.
- The Trust has a range of peer support networks which include Wellbeing Champions and Mental Health First Aiders.

Temporary Staffing via Bank

- A fantastic opportunity to gain additional experience and keep your skills up to date
- Flexible shift patterns
- Competitive weekly pay and access to 'NHSP Stakeholder pension' for eligible members

Schwartz Centre Rounds

- A forum where all staff (clinical and non-clinical) can come together regularly to discuss the emotional and social aspects of working in healthcare.
- Helps staff to feel more supported in their jobs and allows them the time and space to reflect

Engagement Events

- Annual engagement events at West Hertfordshire Teaching Hospital include, Well Fest All Stars Awards Night, Afternoon Tea's and much more.