

## Clinical Nurse Specialist (Benign Haematology/Hemochromatosis/lipids)

### JOB DESCRIPTION

<b>Job title:</b>	Clinical Nurse Specialist (Benign Haematology/Haemachromatosis/lipids)
<b>Band:</b>	6/7 depending on experience
<b>Hours:</b>	<b>37.5</b>
<b>Business unit:</b>	Clinical Support Services
<b>Department:</b>	Clinical Pathology
<b>Location:</b>	Warrington and Halton Hospitals
<b>Responsible to:</b>	Lead Haematology/SACT Nurse
<b>Accountable to:</b>	Pathology Manager
<b>Responsible for supervising:</b>	Health care professionals

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### About us

**Our Mission:** We will be outstanding for our patients, our communities and each other

**Our Vision:** We will be a great place to receive healthcare, work and learn

#### Our Aims:



#### QUALITY

We will always put our patients first, delivering safe and effective care and an excellent patient experience



#### PEOPLE

We will be the best place to work, with a diverse and engaged workforce that is fit for now and the future



#### SUSTAINABILITY

We will work in partnership with others to achieve social and economic wellbeing in our communities

**Our Values:**



**Working  
Together**



**Excellence**



**Inclusive**



**Kind**

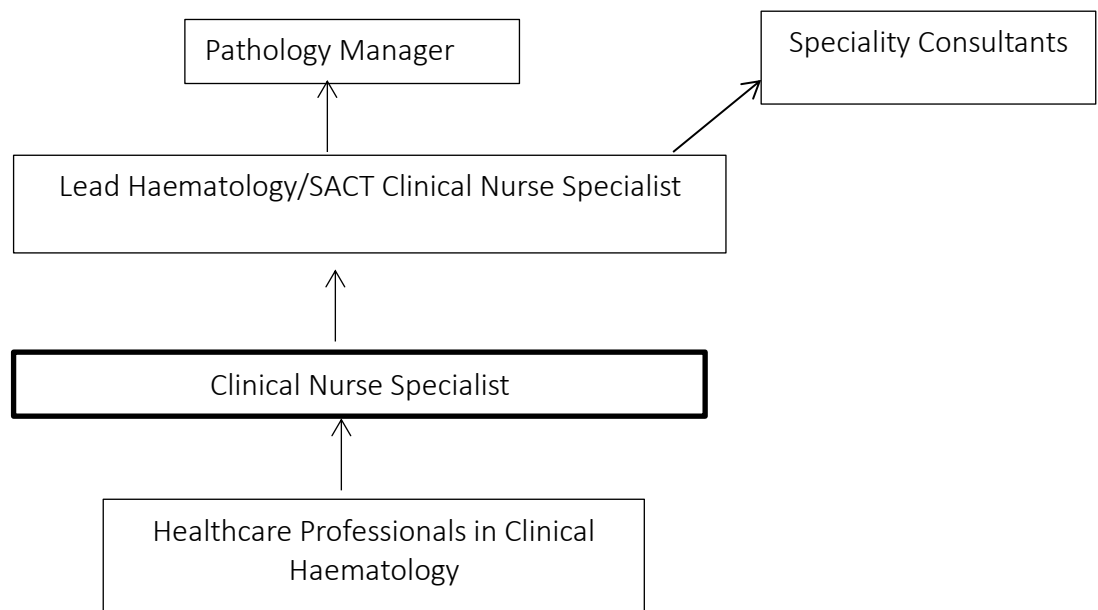


**Embracing  
Change**

## Role summary

- To provide clinical nursing advice, education, and leadership within the specialty
- To act as a source of expertise, and knowledge for parents, carers, and healthcare professionals
- To work within the multidisciplinary team in the provision of optimal care throughout all aspects of the patients care pathway and in all clinical settings.
- Delivery of high patient quality patient care, acting as nursing role model for nursing practice across the specialty, CBU and trust

## Organisation chart



## Main tasks and responsibilities

1. Access, plan implement/co-ordinate and evaluate programmes of evidence-based nursing care.
2. Provide expert advice and clinical practice.
3. Provide specialist education and training to others.
4. Work collaboratively and co-operatively with clinical colleagues to develop services and quality of care delivered.
5. Assist in the department within the specialist field in line with National Standards

### Clinical

1. Perform comprehensive assessment of patient nursing needs, plan, implement, coordinate, and evaluate care delivery according to changing health needs.
2. Perform advanced clinical skills in assessment and / or diagnosis and / or treatment.
3. Collect, collate evaluate and report information maintaining accurate patient records.
4. Involve patients and carers / relatives in the planning and delivery of care and development of services.
5. Work collaboratively with other professionals and agencies to ensure patient /carers needs are met, especially in relation to ongoing care needs.
6. Establish and maintain effective communications with patients and carers /relatives, and professionals across health and social services providing and receiving complex and sensitive information.

### **Quality and Performance**

1. To be responsible for ensuring the delivery of high-quality clinical care within the service.
2. To use advanced knowledge and skills to assess patients within the service, plan care, including requesting appropriate investigations.
3. To have input on the development of service and innovations in practice with an emphasis on reducing admissions and to expedite supported discharge home.
4. To work as a Non-Medical Prescriber (NMP) within one's own scope of practice and that of the Trust NMP Policy.
5. Collaborate with the senior nursing team appropriately for professional support and guidance.
6. Promote good practice and adopt a holistic approach to patient care at all times.
7. Contribute to team annual report as part of ongoing evaluation of service.

### **Duties and Responsibilities**

1. To work independently and autonomously.
2. To participate in the education, development and training of students and other staff members in line with the Trust Personal Development review process.
3. To undertake and maintain Trust Mandatory Training as required.
4. Work collaboratively and co-operatively with clinical colleagues/partners to develop services and quality of care delivered.
5. To be a flexible and effective member of the team and provide cover during absences if appropriate.
6. To be aware of and adhere to Trust Policies and Procedures.
7. To identify and participate in the management of risk and reporting procedure.

### **Patient Safety**

1. Ensuring that patient safety and other health and safety requirements are at the top of the agenda in the operational delivery of day-to-day services within nursing and across the Clinical Business Unit, promptly dealing with issues which arise, and promptly escalating those which cannot be resolved.
2. Implementation and monitoring of appropriate governance and risk systems, ensuring that the Clinical Business Unit adheres to the Trust Risk Management policy and procedures, reporting and proactively finding solutions to address risk, leading and monitoring progress on mitigation plans within the Clinical Business Unit.
3. Support the embedding of a learning organisational culture to review risk, learning from incidents and near misses, by leading a solution focused approach to review, ensuring that lessons are learned and shared.

### **Transformation**

1. Working under the direction of the senior nursing team to support the implementation plan and monitoring process to deliver the clinical service strategy for the Clinical Business Unit, identifying and raising new opportunities and service improvements that will enhance patient care and services.
2. Contribute to the implementation of service delivery and transformation plans across the Clinical Business Unit, including those involving cross pathway working internally and externally in support of enhanced patient care and quality of services using established quality improvement methodology.

### **Service Improvement**

1. Encouraging a climate that allows front line staff to question and redefine how their work is undertaken ensuring the on-going development of patient centered care and cost-effective use of resources.
2. Supporting the future orientated patient care and service pathways to improve standards of care, address governance issues, improve efficiency and tariff income.

### **Principles & Values**

1. Leading the promotion of the trust's values, standards, and behavior within the delivery of improved health services to the local population.
2. Being an authentic, compassionate, and conscientious leader, a role model to all within the Clinical Business Unit.

3. Promoting and celebrating diversity and equal opportunities for provision of services and within the workforce. Upholds ethics and values; demonstrates integrity; promotes and defends equal opportunities, builds diverse team.

#### **Maintain Professional Registration**

1. Work as an independent practitioner to undertake comprehensive consultations patients, perform advanced skills in assessment and/or diagnosis and/or treatment of patients according to National Guidelines.
2. Collect, collate, evaluate, and report information, maintaining accurate paper and electronic patient records.
3. To provide health education, promotion, and advice to patients.
4. Establish and maintain effective communication with patients and carers/relatives.
5. Participate in nurse led services working to agreed guidelines.
6. To assist other clinical staff as and when required.
7. Work collaboratively with other partners, professionals, and agencies to ensure patient needs are met.
8. Enables patient choice and involvement and initiates appropriate action.

#### **Leadership/ Managerial**

1. Provide specialist clinical knowledge and advice to clinical colleagues, patients, and carers/relatives.
2. Undertake clinical supervision of nursing colleagues on an individual or group basis.
3. Ensure the effective and efficient use of physical and financial resources.
4. Monitor health, safety and security of self and others and promote best practice in the department area.
5. Participate in the development of services and assist the senior nursing team to implement change.
6. To assist the team in ensuring the smooth running of the service.
7. To assist and partake in management of departmental stock and ordering supplies.

This job description outlines the current main responsibilities of the post. However, the duties of the post may change and develop over time and this job description may, therefore, be amended in consultation with the post holder.

## **Trust policies and procedures**

The post holder is required to comply with Trust policies, procedures and standards at all times.

### **Confidentiality**

The post holder is required to maintain the confidentiality of information regarding patients, staff and other health service business in accordance with the Caldicott Guidelines, Data Protection Act and Children's Act and all other relevant legislation as appropriate.

### **Risk management**

All staff have a responsibility to report any risks and clinical and non-clinical accidents and incidents promptly, and co-operate with any investigations undertaken.

### **Health and safety**

All staff must be aware of their responsibilities under the Health and Safety at Work Act and must ensure that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

### **Equal opportunities**

The Trust is positively committed to the promotion and management of diversity and equality of opportunity.

### **Conflicts of interest**

The Trust is responsible for ensuring the service provided for patients in its care meets the highest standards. Equally, it is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust standing orders require employees to declare any interest, direct or indirect, with contracts involving the local health community. Staff are not allowed to further their private interests in the course of their NHS duties.

### **Appraisal and statutory training**

All newly appointed staff will receive an initial appraisal within six months of commencing in the post. Thereafter, appraisals will be conducted on an annual basis. The post holder will undertake all statutory and mandatory training as deemed necessary by the Trust.

### **Safeguarding statement**

The Trust is fully committed to safeguarding the welfare of all children and young people, and vulnerable adults by taking all reasonable steps to protect them from harm. All staff will receive appropriate training and induction so that they understand their roles and responsibilities and are confident about carrying them out.

### **Infection prevention and control**

The prevention and appropriate management of infection is of paramount importance in the quality and safety of the care of patients, and to the safety of visitors and members of staff. It is the responsibility of all staff to be aware of, assess and minimise these risks and comply fully with infection prevention and control policies.

The Health and Social Care Act establishes a Code of Practice for the Prevention and Control of Health Care Associated Infections. It sets out criteria by which NHS managers ensure that patients are cared for in a clean environment where the risk of healthcare associated infections (HCAI) is kept as low as possible. Managers, heads of departments, matrons and other clinical leaders are responsible for ensuring that:

- the necessary equipment and mechanisms are in place to support infection prevention
- healthcare workers are free of and are protected from exposure to communicable infections during the course of their work, and that all staff are suitably educated in the prevention and control of HCAI.

**Additional information**

This post will be subject to an enhanced disclosure check with the Disclosure and Barring Service. For more information regarding the DBS please access the following website: [www.gov.uk/disclosure-barring-service-check](http://www.gov.uk/disclosure-barring-service-check)

This job description will be reviewed during the annual appraisal. The employee shares with the employer responsibility to suggest alterations to the scope of duties to improve the working situation and to adapt to change and facilitate service improvement. Any changes to this role specification will be made in consultation with the post holder.

This job description must be agreed and signed by the manager and employee:

Manager name.....

Signature.....

Employee name.....

Signature.....

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### Person specification

	ESSENTIAL	DESIRABLE
EXPERIENCE	<ul style="list-style-type: none"> <li>Significant post registration experience</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of Leadership qualification</li> <li>Demonstrates dissemination of own knowledge to others</li> <li>Counselling certificate Advanced</li> <li>Communication Course</li> <li>Evidence of personal and professional development</li> <li>Experience of leadership</li> </ul>
QUALIFICATIONS	<ul style="list-style-type: none"> <li>Registered Nurse</li> <li>Current MNC registration</li> <li>(Adult) First level Degree in Health-related subject (or equivalent)</li> <li>Recognized mentorship and preceptorship certificate</li> </ul>	<ul style="list-style-type: none"> <li>Independent Nurse Prescriber</li> <li>Advanced Clinical Assessment Skills</li> <li></li> </ul>
SKILLS, KNOWLEDGE & COMPETENCIES	<ul style="list-style-type: none"> <li>Has participated in service development and implementation of change</li> <li>Understanding and appreciation of diversity Knowledge and understanding of governance arrangements and standards in the NHS and the wider health and social care economy</li> <li>A high level of communication skills, to include but not exclusively, mediation, negotiation, consultation, facilitation, presentation, training and coaching skills using well developed interpersonal skills to influence, inform, reconcile differences and resolve conflicts</li> <li>Research information and use audit skills to applying findings to influence practice and develop business cases/plans</li> <li>IT literate and able to use standard office software and bespoke systems.</li> <li>Knowledge of professional and NHS issues</li> </ul>	<ul style="list-style-type: none"> <li>Ability to undertake a comprehensive medical history.</li> <li>Analyse data and information, including preparing responses to issues, weighing risks and forming judgements often within tight timescales</li> <li>Ability to prepare and deliver presentations</li> <li>Experience as clinical supervisor</li> <li>Intermediate IT skills</li> </ul>



	<ul style="list-style-type: none"> <li>• Work in an environment with frequent interruptions, and within stressful, unpredictable situations including responding to and solving urgent and emergency situations day to day.</li> <li>• Ability to develop effective interpersonal relationships with colleagues in the health care setting</li> <li>• Experience teaching and assessing students, support staff and peers</li> </ul>	
<b>PHYSICAL SKILLS</b> (eg. use of tools, equipment, minute taking, advanced computer skills)	<ul style="list-style-type: none"> <li>• Positive and flexible attitude</li> <li>• Self –motivated, proactive and innovative</li> <li>• Commitment to customer focused care</li> <li>• Self-aware and resilient</li> <li>• Ability to deliver education to all health care professional</li> <li>• Committed to learning through reflective practice</li> <li>• Honesty and Integrity</li> <li>• Listening and Communication</li> <li>• Supportive and Approachable</li> <li>• Leads by example and is self-aware</li> </ul>	
<b>PHYSICAL EFFORT</b> (eg pushing, pulling, moving and handling of equipment)	<ul style="list-style-type: none"> <li>• Comply with mandatory training needs to safely assist patients</li> </ul>	
<b>MENTAL EFFORT</b> (e.g level of concentration)	<ul style="list-style-type: none"> <li>• Ability to concentrate in a pressured environment with frequent interruptions</li> </ul>	
<b>SPECIFIC JOB REQUIREMENTS</b> (e.g. physical demands)		
<b>OTHER</b>		

**Last updated: 22/8/23**