Job Description

Job Title:	Multi-Specialty Research Nurse/Practitioner
Base:	Great Western Hospital
Grade:	6
Reporting to:	Research Clinical Delivery Lead

Our Values

Our STAR values are at the heart of everything we do. You can expect to see them in the way we act and the way we treat each other. Our values make us who we are.

Service We will put our patients first

Teamwork We will work together

Ambition We will aspire to provide the best service **Respect** We will act with integrity

Main Purpose of the Job

The function of the Trust Multi Specialty research specialist nurse/practitioner is to provide clinical support for research participants at the Great Western Hospital NHS Foundation Trust. You will be responsible for assessing and managing the care pathways for patients and carers participating in research projects, working closely with the Consultant lead of the trial. The role will involve the recruitment, education and monitoring of patients recruited into research projects, and the collection and documentation of accurate data.

Main Responsibilities and Duties

1. To contribute to the management of the local portfolio of research projects. Both Commercial and NonCommercial and to take responsibility for studies allocated to you by the Research Clinical Delivery Lead
2. To contribute to the development of clinical and research policies/procedures and Standard Operating Procedures.
3. Attend relevant meetings to provide an update on trial activity.
4. Act as a positive role model, demonstrating clinical expertise and good interpersonal skills.
5. To prepare / support action plans to identify barriers to recruitment to research and ensure that the Research and Innovation Department is aware of them.
6. To work with staff across the Trust / Research Networks to develop strategies to overcome barriers to patient recruitment.
7. To demonstrate awareness of Trust wide research priorities and provide appropriate support for research colleagues in their absence.
8. Responsible for ensuring research study protocols and their amendments are implemented and adhered to by working closely with the Research & Innovation Management and Governance team and the Principal Investigator to ensure relevant information is available in clinical areas as necessary.

9. To ensure the secure management of research project data and that confidentiality is maintained.
10. Assist in the timely completion of study case report forms or similar with details of study entry, relevant randomisation, drug dose, administration, toxicity data, response and follow-up data. Ensure that all essential documentation is present in the site file and updated as required.
11. Responsible for ensuring all research is conducted in accordance with Good Clinical Practice Guidelines, & any other relevant regulations and Trust Policies.
12. Communicate effectively and sensitively with patients and relatives complex information, recognising their physiological, psychological and spiritual needs.
13. Develop, promote and raise awareness of research presenting training sessions as and when required.
14. Liaise with, educate and support the relevant members of the Multi-Professional Team prior to and during the research project.
15. Liaise with patients and staff to obtain follow-up data as necessary.
16. Liaise with the Drug Company or Study Clinical Research Associates as necessary.
17. Act in accordance with the Nursing and Midwifery Council Code of Professional Conduct for nurses, midwives and health visitors.
18. Maintain own professional development maintaining a contemporary person portfolio.
19. Participate in mandatory training as part of the annual appraisal process.
20. Attend relevant study days to ensure that practice is evidenced based and current.
21. Engage in clinical supervision as directed by line manager.

Patient Client Care

22. To be responsible for research participants, co-ordinate and implement their care through the trial pathway, referring on to other multi-disciplinary team members as appropriate.
23. By analysing conditions and comparing them to the different range of inclusion and exclusion criteria for each research project, ensure, where appropriate, that all patients are offered entry into a research project and that screening and uptake data is recorded and submitted to the Research and Innovation office.
24. To provide on-going information, education and support to patients (and their significant others) regarding research projects.
25. Responsible foroverseeing or directly carrying out research project specific investigations as required by the research protocol.
26. To facilitate the informed consent process in accordance with Good Clinical Practice guidance and Trust policy.
27. Endorse patient information supplied with the research project and supply for local use.
28. Arrange appropriate investigations, clinical visits and treatment as defined in the trial protocols.
29. Register/randomise patients into studies.
30. To ensure blood samples are collected for pharmacokinetic studies, as required by the research protocol and arrange appropriate analysis, storage and transport as necessary.
31. Arrange appropriate transport for pathological specimens requiring external review.
32. To maintain accurate documentation of patient events in the nursing/medical notes and relevant local databases.
33. Report and record Near Misses, adverse events (AE) and serious adverse events (SAE's) that occur whilst the patient is being treated as detailed in the research protocol and Trust policies.
34. To assist in the provision of on-going follow-up care whilst the patient is in the study.
35. Follow-up and assess patients as per protocol and refer them to the medical team or other relevant members of the multidisciplinary team as necessary.

Responsibilities for People or Training

36. Some line management responsibility maybe required including monthly one to one meetings, appraisal delivery and sickness absence management.
37. Participate in formal and informal teaching programmes, study days and educational programmes within the Trust and community to raise awareness of research.
38. Provide regular updates about research studies, informed consent, ethical issues, Good Clinical Practice and the role of the research nurse.
39. Maintain awareness of specialist research and nursing practice and use this knowledge to maintain the highest standard of care for patients.

Flexibility

This job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances, in discussion with the post holder. This role profile is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.

Supplementary Information

This job description should be read alongside the Supplementary Information provided on NHS Jobs for applicants and alongside the Employee Handbook for current staff members.

Person Specification

Job Title:	Multi Specialty Research Nurse
Base:	Great Western Hospital

The following criteria will be assessed from information provided on your completed application form, during the shortlisting and assessment process, and by your referees.

Criteria	Essential	Desirable
STAR Values	We will expect your values and behaviours to reflect the STAR Values of the organisation: **Service** - We will put our patients first **Teamwork** - We will work together **Ambition** - We will aspire to provide the best service **Respect** - We will act with integrity	
Education, Qualifications and Training	• Nursing Degree or equivalent. • Demonstrate on going personal development	Communication training experience
Experience	Post registration experience	Previous involvement in Research/audit activity
Knowledge and Skills	• Ability to plan, prioritise and organise own workload • Experience in phlebotomy and cannulation • Ability to work as a member of multiple care teams. Ability to produce reports / documents • Able to demonstrate good interpersonal communication skills	Knowledge of Good Clinical Practice regulations in regard to research.
Other Job-Related Requirements	• Willing to work in other areas of the Trust or Trust-wide as and when required to do so. • Demonstrate initiative • Ability to work under pressure • Enthusiastic and hard working • Confident and assertive maintaining interpersonal sensitivity • Ability to work as part of a team and be a team player • Computer skills	Current driving licence with access to vehicle