

Job Description & Person Specification



Job title: Diabetes Specialist Nurse

Band: 7

Job Description

1. General Information

Job title: Diabetes Nurse Specialist

Band: 7

Department: Diabetes and Endocrinology

Division: Medicine

Reports to: Lead Diabetes Specialist Nurse

Accountable to: Consultant Physicians in Diabetes & Endocrinology, Service Manager for Diabetes & Endocrinology

DBS Clearance required: Yes

Enhanced: posts providing hands on care to patients.

2. Key relationships

Member of the Diabetes Nursing team with supervision of junior staff, Community diabetes service, ward managers, head of nursing, AHPs, Consultant Physicians and Sprs, patients and carers.

3. Job Summary

The post holder is a recognized expert in diabetes, responsible for assessing, developing and implementing specialist nursing care programs for patients with diabetes, under the supervision of the Lead Diabetes Specialist Nurse and liaising with the Consultant Physicians, SPRs and AHPs.

The post will provide specialist diabetes outpatient support for Diabetes Clinics including complex MDT, Young adult, antenatal and Insulin pump; combined in this post is the care of patients with diabetes on the in- patient wards.

Offering support to patients following discharge and liaising closely with colleagues in the community tier of the service and on other hospital sites.

Supervision of nursing staff and multi-professional education in diabetes care will also form a key part of their role.

They will be involved in the development and implementation of clinical protocols and

guidelines for inpatients and outpatients with diabetes and will work towards developing a structured approach in diabetes care to ensure a comprehensive high quality diabetes service within the Trust and the community diabetes tier of this integrated service.

They will be expected to undertake clinical audit and may have an opportunity to undertake research.

4. Primary duties and areas of responsibility

OPERATIONAL

Clinical/ Professional Responsibilities

Act as an effective role model to all nursing and medical staff and act as an expert resource on the management of diabetes.

To provide day to day coordination of the diabetes specialist nursing service under guidance of the Lead Diabetes Specialist Nurse.

To accept and triage referrals.

To assess and educate patients with uncontrolled diabetes or diabetes related complications (and their carers and families where appropriate), treating each person as an individual, and refer directly to specialists in other professions where necessary.

Empower, educate, advice and counsel patients on diabetes, complications of the disease and the most effective means of managing the condition, including complex and difficult situations such as pregnancy, insulin pump therapy, renal disease with diabetes problems associated with vascular disease and foot health.

To initiate insulin and change medication regimens.

To advise on the management of diabetes and adjustment of diabetic medication following discussion with the patient and / or medical practitioner.

To review results from blood glucose monitoring database (POCelerator) and prioritise care accordingly.

To develop, assess, plan, implement and evaluate pathways of care, to review and plan clinical developments and set standards to ensure quality patient care.

To be responsible for and run Nurse Led Clinics, and patient consultation telephone clinics.

To give specialist advice to all health care professionals within the wider Trust, Community and Primary care teams.

Act as a co-ordinator between primary and secondary care; act as a catalyst for change within all disciplines as required.

Be part of the weekend rotation to support the provision of Specialist Diabetes Nursing Care to hospital inpatients on the Watford site this includes Saturday and Sunday working.

Clinical Governance

Ensure participation in and monitoring of clinical services to facilitate the implementation of clinical governance.

To attend and contribute to speciality Clinical Governance meetings.

To be aware of developments in diabetes, initiate and evaluate new ideas. Disseminate knowledge to patients, relatives and clinicians, ensuring provision of evidence-based practice.

Service Management & Development

To manage own workload in diabetes care in accordance with the Consultant Physician, Lead Diabetes Specialist Nurse and Assistant Divisional Manager.

To attend and actively contribute to multidisciplinary team/directorate meetings as appropriate within the acute Trust and community diabetes services.

Advise on the impact of changes in services on patient care. Facilitating service developments and assisting in the overall business planning process.

To act up for the Lead Diabetes Specialist Nurse when required.

Education & Training

Working with other members of the specialist team within the acute trust and community settings to:

Assist in development and support implementation of appropriate clinical care.

Participate in teaching and training within the specialist diabetes team.

Assist in the development of specialist protocols.

Plan, organise and conduct training programmes, in conjunction with other team members, for people with diabetes, their relatives and carers as well as staff and students.

Providing clinical supervision to other staff and students – a process by which they are able to reflect on their professional practice in order to improve, identify their own and others training needs and development.

Making a specialist contribution to teaching, course development and curriculum planning with education providers, both for the acute Trust and the community diabetes teams.

Research & Audit

Actively participate in audit or research as required.

To monitor and audit the results of clinical practice and outcomes. To support implementation of research and audit findings to facilitate changes in patient care.

To read relevant journals, attend conferences and by belonging to the appropriate professional interest groups and bodies to ensure practice is evidenced based.

Special Responsibilities

Maintain registration with the NMC and work within the NMC Code of Professional Conduct at all times.

To be fully vaccinated against Hepatitis B and Tuberculosis and to have antibody testing as advised by Occupational Health personnel.

Annually attends all mandatory Trust training including Cardio-Pulmonary Resuscitation, Fire and Safety and patient lifting and handling programmes.

NOTE

The duties and responsibilities outlined in this 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.

Person specification

Job Title: Diabetes Specialist Nurse

Band: 7

	Essential Requirements	Desirable Requirements
Education and Qualification	<p>Registered Nurse with NMC.</p> <p>Post Registration qualification in Diabetes Care or Equivalent Experience.</p> <p>Teaching and assessing in clinical practice qualification.</p> <p>Documented CPD Leadership Qualification.</p>	<p>Nurse Independent Prescriber (V300).</p> <p>MSc in Diabetes Care or equivalent experience.</p>
Knowledge	<p>Extensive Knowledge of Diabetes care.</p> <p>Management of Complex diabetes and diabetes complications.</p> <p>Up to date knowledge of Diabetes Technology including insulin pumps.</p> <p>Knowledge of up-to-date research in Diabetes.</p>	<p>Current knowledge of national / local developments in diabetes care.</p>
Experience	<p>Extensive post registration experience working as a Diabetes Nurse Specialist.</p> <p>Experience of working autonomously.</p> <p>Leadership experience.</p>	.
Skills	<p>Excellent organizational and clinical skills for this role.</p> <p>Teaching ability to Groups of Patients and Staff.</p> <p>Organizing own specialist workload.</p> <p>Effective communication skills.</p> <p>Adaptable and good teamwork.</p> <p>Good IT skills.</p>	

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 benefits and rewards

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.