

## Job Description

<b>Job Title:</b>	Nurse Endoscopist Practitioner
<b>Base:</b>	Great Western Hospital
<b>Grade:</b>	Band 6
<b>Reporting to:</b>	Gastroenterology Consultants

### 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.

<b>Service</b>	We will put our patients first
<b>Teamwork</b>	We will work together
<b>Ambition</b>	We will aspire to provide the best service
<b>Respect</b>	We will act with integrity

### Main Purpose of the Job

#### Job Summary: Endoscopy Practitioner

The post-holder will train to become part of the team responsible for the efficient and effective provision of the Nurse Endoscopy service in conjunction with other members of the multidisciplinary team to deliver high quality general and specialist endoscopy service.

The post-holder will train to undertake gastro-intestinal endoscopic procedures, with a high degree of precision and attention to detail. They will attend a recognised Endoscopist training course and undertake a period of supervised practice before working independently. They will assess each patient prior to their procedure and then interpret and document findings.

The post-holder will help to develop specialist protocols and guidelines relevant to the post and wider unit. They will have a key role in audit and research within endoscopy, to monitor and maintain standards and develop the service offered. Working within agreed protocols the role will be integrated into the wider multi-disciplinary team.

This is a training post. The post holder will initially train in either upper or lower GI endoscopy. Once trained and practicing independently the banding will be reviewed. They will then complete training in the other type of endoscopy and once have also completed the Non-Medical Prescribing course, banding will be reviewed again.

The post will be based within the Endoscopy Unit at The Great Western Hospital, however will also be expected to work at other sites.

### Main Responsibilities and Duties

#### CLINICAL/ TECHNICAL:

- To attend a recognised training course for Endoscopists according to JAG training guidelines, and to complete a minimum number of supervised procedures.
- Once trained, to perform gastrointestinal endoscopic procedures within agreed criteria and protocols, and interpret findings.
- To assess patients prior to their endoscopy to identify any associated risks or contra-indications to the procedure.
- To consent patients prior to endoscopy.
- To administer drugs including sedation to patients undergoing endoscopy, in accordance with agreed Patient Group Directions.
- To ensure relevant Patient Group Directions are regularly reviewed and updated.
- To undertake the Non-medical prescribing course as part of the training programme.
- To be competent in intravenous drug administration, cannulation skills and immediate life support, and ensure skills are regularly updated.
- Once trained, to manage own endoscopy lists autonomously. The Nurse Endoscopist will work without direct supervision, (although there should always be an experienced medical endoscopist available in the hospital).
- To ensure a safe environment is maintained by adherence to national guidelines regarding the cleaning and disinfection of endoscopy equipment and the use and maintenance of this equipment.
- To maintain own caseload of patients, maintaining records and ensuring appropriate follow up.
- To review histology reports and ensure appropriate follow up.
- To communicate with patients and family/ carers information about the findings from their endoscopy, to maximise level of patient understanding. In some cases this may involve breaking bad news/ discussing sensitive issues about a poor prognosis.
- To ensure patients have appropriate follow up arranged if indicated.
- To develop nurse led follow up clinics following endoscopy, with relevant protocols and procedures, as part of the wider GI team, to streamline the service offered and enable a holistic approach to patient care.
- Once trained, to manage own dedicated endoscopy lists as well as to cover for other endoscopists when they are absent/ on leave, to ensure maximum use of resources within the endoscopy unit.
- To maintain accurate and comprehensive patient records, and report on all procedures, ensuring that copies are received by referring clinicians and GP's.
- To establish and maintain an effective communications network with, and work alongside other health care professionals in the Gastroenterology team.
- To provide clinical advice and support to all staff within the multidisciplinary team.

- To work within general professional guidelines of the British Society of Gastroenterology and the Nursing and Midwifery Council.

#### EDUCATION:

- To promote health education and promotion, providing advice to patients and their relatives.
- To act as a specialist resource for endoscopy for other health care professionals, and actively participate in formal and informal teaching.
- To partake in student teaching and staff induction within the endoscopy unit.
- To lead on the development of and implementation of competencies for nurse led clinical interventions.
- To work within the wider team to develop and implement a programme of continuing education for all staff within the clinical area.
- To ensure that ones own professional development is kept up to date, in accordance with PREP requirements, including yearly attendance at the BSG conference.
- To adjust ones own scope of professional practice to develop the role to meet service requirements.
- To maintain an evidence-based approach to the development of clinical practice for the Nurse Endoscopist Practitioner.

#### RESEARCH & AUDIT:

- To demonstrate the effectiveness of the Nurse Endoscopist Practitioner using audit.
- To lead, undertake and promote audit and research within the endoscopy unit to monitor and maintain standards, and to facilitate the development and implementation of policies and protocols.
- To initiate changes identified at clinical audit.
- To participate in research within the unit, determined by and relevant to the needs of the service and its users.
- To participate in patient satisfaction surveys and in quality assurance programmes as necessary.

#### MANAGEMENT:

- To lead the development and implementation of evidence based protocols within endoscopy, and review these annually.
- To attend multi-disciplinary team meetings as required.
- To work in accordance with trust Health & Safety regulations.

- To work in liaison with the endoscopy unit manager.
- To work with all members of the team to evaluate patients and carers experience of service provision- make recommendations and implement actions to improve services.
- To actively participate in the clinical governance and clinical risk agenda within the directorate.
- To submit and present data regarding case load on a quarterly basis to inform local commissioning and business planning, and to produce an annual report.
- To attend Professional Nurse Forum meetings, to provide the opportunity to reflect on clinical issues with other senior/ specialist nurses.
- To attend wider departmental meetings.
- To develop specialist protocols within endoscopy.
- To develop competencies to reflect service development.

*In addition to the duties and responsibilities listed, the jobholder may be required to perform other duties assigned by the supervisor/manager from time to time.*

### **Health and Safety & Risk**

- Report accidents involving staff and patients according to established procedures and in compliance with the Health & Safety at Work Act.
- To report immediately any incidents, accidents, complaints or other occurrences involving patients, visitors or staff, resolve wherever possible, complete accurate statements and report to the appropriate manager as soon as possible.
- Report defects in equipment and the general fabric of the unit to the appropriate officer of the Trust.
- Take action to assess the management of risk to reduce where possible the impact on patients, visitors, staff and NHS Property.

### **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

<b>Job Title:</b>	Trainee Nurse Endoscopist
<b>Base:</b>	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
<b>STAR Values</b>	We will expect your values and behaviours to reflect the STAR Values of the organisation: <b>Service</b> - We will put our patients first <b>Teamwork</b> - We will work together <b>Ambition</b> - We will aspire to provide the best service <b>Respect</b> - We will act with integrity	
<b>Education, Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> level Registered Nurse</li> <li>• Degree or demonstrable equivalent experience</li> <li>• Willingness and commitment to complete Nurse Endoscopist training course</li> <li>• Teaching and assessing module or equivalent</li> <li>• Evidence of leadership or team management</li> </ul>	<ul style="list-style-type: none"> <li>• GIN Accredited Course</li> <li>• <i>Non-medical prescribing course</i></li> </ul>
	<ul style="list-style-type: none"> <li>• Evidence of degree level study</li> <li>• Immediate life support course</li> <li>• Venepuncture and cannulation</li> </ul>	
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Endoscopy experience</li> <li>• Evidence of personal and professional development.</li> <li>• Excellent communication skills</li> <li>• Prepared to continually update practice both professionally and academically.</li> <li>• Having good planning and organisational skills</li> <li>• Computer literate</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience of Clinical audit</li> <li>• Be fully conversant with BSG and JAG guidelines</li> <li>• Band 6 experience</li> </ul>
<b>Other Job-Related Requirements</b>	<ul style="list-style-type: none"> <li>• Ability to exercise initiative</li> <li>• Ability to implement change</li> <li>• Adaptability as sessions can change with little prior knowledge</li> <li>• Flexibility with working time and sessional work</li> <li>• Ability to work under pressure</li> <li>• Willing to work in other areas of the Trust or Trust-wide as and when required to do so.</li> </ul>	

