

NURSE SPECIALIST – ANTI-COAGULATION

Candidate Pack



Job Summary

***This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read. Our goal is to make the application process more accessible and inclusive for everyone. ***

You will run a nurse-led service to help patients who need blood-thinning medicine. You will give clear information and advice to patients and their families about their treatment. You will answer questions and help patients, their doctors, and other healthcare staff. You will make sure patients get the right dose of medicine and help prevent hospital stays when possible. You will keep accurate records and follow hospital rules and safety guidelines. You will work with other teams to give the best care and keep learning about new treatments.

Job Description

Job title:	Nurse Specialist – Anit-Coagulation
Grade:	6
Site:	RSH
Accountable to:	Lead Nurse Anticoagulation Service through Deputy Head Biomedical Scientist
DBS required:	Yes

Job Overview

To provide a nurse-led anticoagulation service to patients referred to Haematology. To promote effective communication between the patient, the laboratory and the patients GP or referring clinician, ensuring the best possible care and advice is given to the patient. Demonstrate specialist knowledge on all aspects of anti-coagulation

Main Duties

- Provide comprehensive information to new patients, their relatives or carers on the patient's therapy, making particular reference to the therapeutic actions of warfarin, its dietary interactions, side effects and other factors that might affect its metabolism.
- Answer patient's questions and concerns.
- Provide timely advice to patients.
- Act as a point of contact for clinical advice to patients, GP's, and healthcare professionals. Aim to prevent hospital admission by organising treatment of patients within a primary care setting whenever possible.

- Communicate effectively with the patient, their GP and staff providing the clinical and laboratory service. Where relevant, establish a reciprocal relationship with the cardio-vascular team, whereby cardioversion and warfarin advice contribute to optimal management of the patient and his/her condition.
- Aim to keep the frequency of blood tests to a minimum through good warfarin control, advising patients of the services available to them in the community.
- Dose patients with warfarin safely and effectively, following Consultant guidelines.
- Recognise when to override and manage patients outside the computerised DAWN system used for dosing, referring high-risk patients and those difficult to control to the Consultant, as necessary.
- Develop local prescribing guidelines under the guidance of the Consultant Haematologists.
- Develop novel and effective ways of communicating information about anticoagulation treatment to all patients, especially those who are elderly or confused. Encourage patients' participation and co-operation in their own treatment, acting as a patients advocate.
- Communicate and liaise with the Clerical Officer assigned to the Anticoagulation section of the laboratory on all matters relating to the administration of the service.
- Understand and be able to interpret the computerised DAWN (decision support programme) system
- Develop and promote treatment regimes that reflect national guidelines and good, evidence based practice.
- Maintain comprehensive, precise and accurate patient records and statistical information adhering to the Nursing & Midwifery Council (N&MC) guidelines relating to confidentiality, at all times.
- Be aware of, and adhere to, all hospital guidelines, policies and procedures, and collaborate closely with other healthcare professionals, to ensure that these are observed.
- Develop protocols that describe effective measures for handling non-attenders, patients re-introduced to clinics and increases in INR's. Devise audits that can measure improvements in these areas. Similarly create audit tools that measure the effectiveness of the service as it develops, your role and working practices.
- Keep up to date with current research, nursing trends and medical progress in anticoagulant therapy.
- Be aware of, understand and adhere to the Trust's policy on health and safety.
 - Attend all statutory health and safety training provided by the Trust.
- Report all health and safety concerns to the Health and Safety Advisor in Haematology.
- Be subject to an annual Appraisal/Personal Development Plan

Systems & Equipment

- You are required to use a networked computer and be fully conversant with the DAWN software for dosing patients on warfarin, specific areas of the laboratory's Telepath, Trust's Semahelix PAS system and other hospital systems

Decisions, judgements and freedom to act

- Practice in accordance to the NMC Code of Conduct.
- There is considerable freedom to act within the guidelines that are described either verbally or in writing. There is a high level of autonomy, low level of supervision and an expectation that you can offer sound clinical advice to patients and others associated with the patients' wellbeing. Accountability is directly to the Consultant Haematologist.

Communications and relationships

- There is extensive communication with patients. You are also required to communicate, usually by telephone with patients, GP and relatives or carers. There is daily communication with Laboratory staff and regular communication with other healthcare professionals in both the hospital (pharmacists) and community (district nurses, dentists). You are part of a multis disciplinary team offering specialist knowledge to patients.

Working conditions

- There is frequent exposure to uncomfortable working temperatures in the Sumer months. There is frequent exposure to high level of background noise due to a high volume of telephone calls taking place in the same room

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • BSc Adult Nursing or equivalent qualification, training and experience. • Registered with the Nursing and Midwifery Council (NM&C) Adult nurse, Level 1 • Evidence of continuing professional development. 	<ul style="list-style-type: none"> • Teaching qualification: ENB 998 Teaching/Assessing, City & Guilds 7307/6, or equivalent
Experience	<ul style="list-style-type: none"> • Substantial post registration nursing experience on a surgical or medical ward • Experience in anticoagulant management • Experience of developing practice in others and in possession of a wide skill set in teaching and learning practices. • Experience of working and contributing within a case load of patients with complex care needs • Able to demonstrate a comprehensive working knowledge of medication and interventions used in the management of 	<ul style="list-style-type: none"> • Familiar with DAWN anticoagulant management dosing package or similar. • Experience of using Pathology IT and Hospital PAS systems

	<p>thromboembolism and anticoagulation therapy.</p> <ul style="list-style-type: none"> • Able to demonstrate a comprehensive knowledge of relevant legislation, guidance and initiatives and common issues in relation to anticoagulation 	
Knowledge and skills	<ul style="list-style-type: none"> • Able to demonstrate excellent interpersonal and communication skills and can minimise barriers to effective communication. • Able to remain calm in difficult situations and minimise interpersonal conflict. • Able to demonstrate diplomacy at all times. • Able to work under pressure and priorities own and others workload and recognise and respond appropriately to urgent and emergency situations. • Able to demonstrate competency and accuracy in documentation and record keeping. 	<ul style="list-style-type: none"> • Good customer service skills

	<ul style="list-style-type: none"> • Ability to work in a team and independently • Able to work up pressure to meet a deadline 	
Other	<ul style="list-style-type: none"> • Commitment to life-long learning and encourages development in others. 	<ul style="list-style-type: none"> • Self-motivated

General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health and safety

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

Infection prevention and control (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and

- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

Information governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.

Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional standards and performance review

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

Safeguarding children and vulnerable adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

Social responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous improvement

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH

continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

