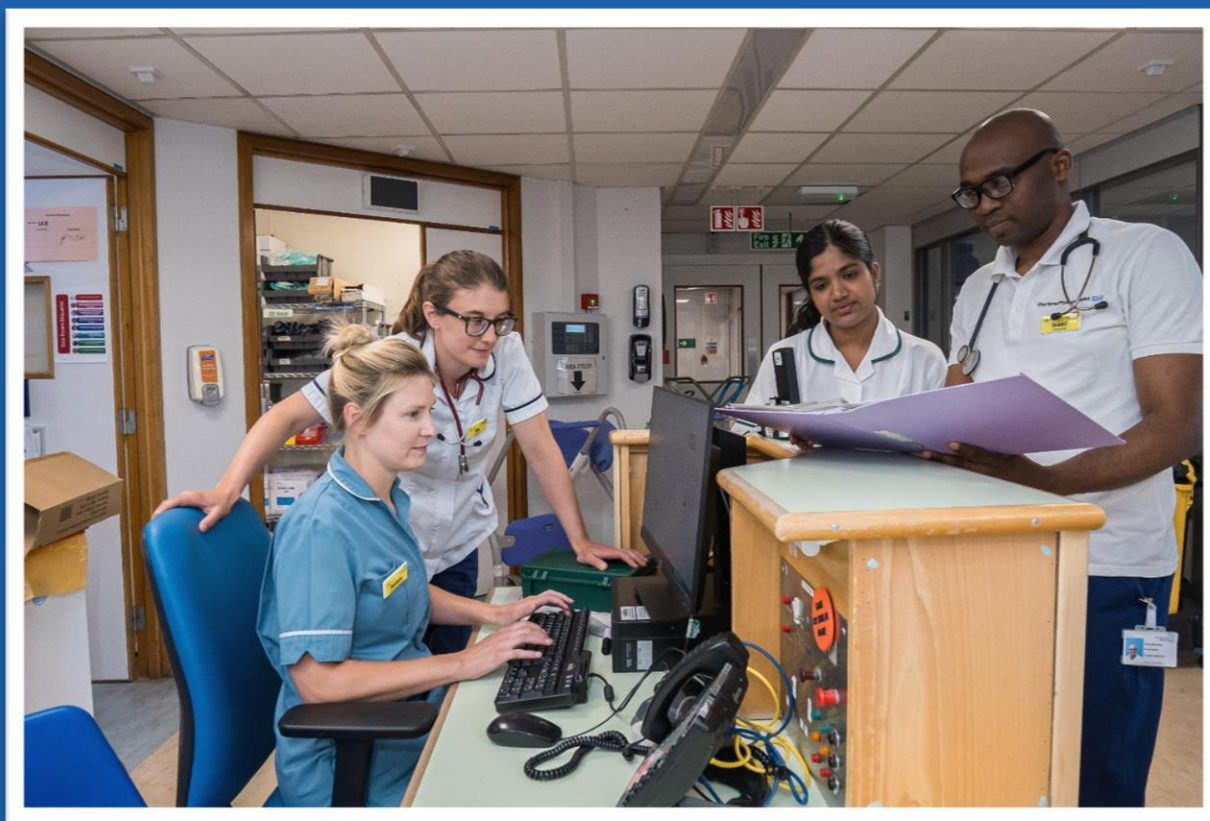


GYNAE ONCOLOGY CLINICAL NURSE SPECIALIST

Candidate Pack



Colleague Benefits

General

- 27 days annual leave entitlement, increasing with length of service, plus 8 bank holidays
- Flexible working policies
- Generous maternity pay and 2 weeks full pay paternity leave
- Colleague recognition scheme and long service awards
- Greener travel initiative, including cycle to work scheme and lift share
- Childcare information and support available, including onsite nurseries
- Discounted bus passes with Arriva

Financial

- Access to various local and national discounts via various external websites
- Salary sacrifice schemes
- Generous pension scheme
- Access to a financial support booklet
- Pre-retirement courses
- Free Will writing service
- Savings and Loan schemes

Learning and Development

- Coaching and Mentoring
- Leadership Academy – leadership and management training for all staff
- Access to E-Learning courses
- Apprenticeships – growing number of apprenticeship opportunities across all disciplines
- Secondment and acting up opportunities
- Support to complete qualifications whilst on the job

Wellbeing

- Coaching
- Mental Health First Aiders
- Chaplaincy
- Fast track physiotherapy service
- Free eye test vouchers
- Slimming World referral scheme
- Cervical screening service
- Long Covid support
- Access to wellbeing/rest rooms
- Menopause support
- Men's Health forms and MOT
- Discounts with local gyms



Poppy's Promise

Poppy's Promise is a compassionate care initiative introduced within this Trust to enhance communication, respect and empathy across every aspect of patient care.

The initiative was founded by Katie Russell, following the loss of her daughter Poppy, who tragically died at just twelve hours old due to failures in care and communication. Born from that experience, Poppy's Promise serves as a powerful reminder that while clinical skill saves lives, it is compassion, listening and respect that define the quality of care and human connection. By embedding this promise across our organisation, we ensure that no patient or family ever feels unseen, unheard, or uncared for.

Poppy's Promise is a five-stage framework that supports NHS staff to provide compassionate, consistent and patient-centred care. It aims to create a culture where empathy and communication are prioritised at every level – from education and recruitment to daily patient interactions.

At the heart of the initiative lies the C.A.R.E. framework, which outlines four guiding principles for staff to follow. The CARE principles form the foundation of Poppy's Promise. They describe the behaviours, attitudes and values that underpin every interaction – between staff and patients, staff and families, and colleagues with one another.

CARE is not an additional task. It is how care is delivered.

C.A.R.E. Meaning and Practice

Compassion - Demonstrate genuine kindness, empathy and humanity in every interaction. Compassion means recognising the emotional as well as the physical needs of patients, families and colleagues, and responding with care, patience and understanding. Small acts of compassion can have a lasting impact.

Acknowledge - Actively listen and be fully present. Use eye contact, names and open body language, and acknowledge the individual's feelings, concerns and lived experience. Every person should feel seen, heard and taken seriously.

Respect - Treat everyone with dignity, honesty and fairness at all times. Respect individual differences, personal circumstances and lived experience. Trust is built through respectful behaviour, consistency and integrity.

Empower - Enable people to be active participants in their care and work. Communicate clearly, encourage questions and shared decision-making, and ensure patients, families and colleagues feel informed, confident and included. Poppy's Promise is more than a framework – it represents a cultural shift towards human-centred care. By adopting these principles, we:

- Strengthen trust and communication between staff and patients
- Reduce avoidable harm through better understanding and listening
- Improve patient experience and staff wellbeing
- Foster a culture of openness, empathy and shared responsibility

Every member of staff has a role to play in bringing Poppy's Promise to life. Whether you are clinical, administrative or support staff, compassion and communication are part of everyone's role.

In daily practice, you can:

- Take a moment before entering a patient's space – centre yourself, focus on the person, not the task
- Use clear, respectful and kind language
- Listen without interruption and acknowledge emotions expressed
- Be honest and transparent, even when conversations are difficult
- Reflect after interactions – consider how your approach made the patient or family feel

All staff within the Trust are expected to:

- Uphold the values of Poppy's Promise in all patient and colleague interactions
- Attend any training, workshops or refreshers provided as part of the initiative
- Support colleagues in modelling compassionate behaviours
- Raise concerns constructively when communication or respect fall short
- Reflect these principles in both professional and personal conduct within the workplace

Together, we can make every interaction an opportunity to care, listen and make a difference.

That is Poppy's Promise.

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, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.

- Provide specialist support, advice and care for women with suspected or confirmed gynaecological cancer throughout their diagnosis, treatment and follow-up care.
- Act as a key contact for patients and their families, helping them understand their care, answer questions and access the support they need.
- Work closely with doctors, nurses and other healthcare professionals to make sure patients receive safe, timely and personalised care.
- Carry out assessments, monitor patients' needs and help manage symptoms to improve wellbeing and support recovery.
- Offer emotional support to patients and carers, helping them cope with the challenges of a cancer diagnosis and treatment.
- Maintain accurate records, contribute to service improvement and promote high standards of care based on best practice and current guidance.

Job Description

Job title:	Gynae Oncology Clinical Nurse Specialist
Grade:	Band 6
Site:	The Princess Royal Hospital, Telford
Accountable to:	Matron
DBS required:	Enhanced

Job Overview

The gynae oncology nurse will be a key team member in the delivery of specialist gynae oncology nursing services to enable timely and effective care, appropriate assessment and intervention for patients with specialist gynaecology needs in all settings.

They will act as part of the specialist gynae oncology multi-disciplinary team, support the specialist nursing service, ensuring patients and carers receive high quality care, support and advice throughout investigations, diagnosis and surveillance of gynaecological malignancies.

Main Duties and Responsibilities

Responsibility for patients/clients

- To take responsibility for assessment, planning delivery and evaluation of nursing care in conjunction with the Gynae Oncology Consultant using

analytical judgemental skills, underpinned by theoretical knowledge to initiate the most appropriate care for the patient.

- Act as keyworker for patients with suspected or confirmed gynaecological cancers providing specialist nursing advice to support patients and their families from the beginning of the pathway and throughout their cancer pathway.
- Work as the patient advocate, to help navigate the patient journey and ensure optimum care is provided to each patient.
- Provide telephone support to patients, discussing symptoms and advising on management preventing inappropriate admission to acute care.
- Adopt and maintain flexible approach to patient care, recognising the changing needs of patients throughout their cancer pathway. To develop and work closely with members of Multidisciplinary team regarding all aspects of the gynaecology oncology service.
- To attend MDT meetings and develop the presentation skills, as you may be required to present cases.
- Frequent cross site working between Princess Royal Hospital and Royal Shrewsbury Hospital
- Undertake individual holistic assessments at key stages in each patient's pathways.
- Complete end of treatment summaries for the GP and patient to support on-going personalised care.
- To assist in developing an environment which supports the value of gynaecology care and participate in the monitoring of standards of care.
- Demonstrate advanced communication skills (completion or recognised advanced communication skills course)
- Communicate effectively with patient's recognising any barriers to understanding to provide and receive complex, highly sensitive and emotive information.
- Provide psychological care to level II and signpost/refer patients/carers who require higher level of input.
- To be aware of and demonstrate practice based on current advances in nursing practice and research striving to ensure that all nursing practice is based on sound rationale.
- Participate in outpatient clinics for this group of patients. This will include reinforcing information provided by the Consultant, on diagnosis and treatment management, this will involve complex discussions and frequent exposure to distressing situations.
- To work in outpatient clinics at a specialist nurse level, this may include seeing follow up patients. In time provide nurse-led telephone follow up clinics within defined protocols for women following treatment of gynaecological cancer.
- Support specialist nurses with running independent nurse led clinics.

- Assess and assist in the management of acutely unwell gynae-oncology patients admitted on both sites of SaTH working with the Oncology and/or Gynaecology Consultant(s) providing expert knowledge to enhance optimum care, including the reduction of the inpatient stay.
- Embed psychological assessment into nurse-led follow up to maximise the provision of holistic needs assessment, care planning and treatment summaries as required.
- Monitor radiology requests and pathology investigations, appropriately ensuring correct staging and assessment is provided and initiate further assessment/review of treatment pathway as required.
- Participate in health promotion and provide support, advice and teaching to the patient.
- To develop appropriate clinical skills related to specialist practice
- Make appropriate referrals to other members of the trust, community and primary care.

Responsibility for staff

- The post holder will be required to liaise and work closely with all members of the multidisciplinary team, wards and departments, outpatient departments and community teams as well as consultant physicians, GPs and other care providers.

Responsibility for Administration

- Maintain accurate and up to date confidential and timely patient records ensuring that all patient documentation is in line with agreed Trust standards and NMC guidance.
- Ensure that all patient interventions are recorded on Somerset and that clinical documentation meets professional standards. Develop efficient ways of documenting care across all patient settings.
- Work unsupervised with the ability manage own time and prioritise workload effectively.
- Organise time effectively to ensure effective management of workload, prioritising work as necessary.
- Report complaints, incidents and accidents in line with the Trust incident reporting process.
- Report feedback from patients on their experiences.

Strategic and Service Responsibilities

- Maintain awareness of emerging national and regional policy strategy and ensure that the service develops in line with West Midlands Cancer Alliance Strategy.
- Work with gynae and oncology colleagues at SaTH and tertiary centres to deliver best practice in line with NICE and other national guidance.
- Develop new practice/policies as required to deliver best practice.
- Work with Cancer services and other cancer site teams to meet Trust values, strategy and objectives.

- Promote a culture of evidenced based practice using critical appraisal skills within the multidisciplinary form to analyse current research, implications for practice and apply when appropriate.
- Participate in clinical audit and research to promote excellent care.
- Promote the service both within the trust and externally to the organisation representing the trust and speciality at a regional and national level.
- Utilise local, regional and national networks to contribute to and develop own knowledge base.
- With the lead cancer nurse and lead clinical nurse specialist, support the development of cancer nursing and supportive care for cancer patients. To support the lead nurse in developing the gynaecology oncology management service and assist in the preparation of business plans for service development.
- Conduct oneself in a manner perceived by others as constructive, ensure that any issues with staff members are addressed at an appropriate level.
- Adhere to all local, national and NMC guidelines in relation to professional conduct.
- Be a role model for others.

Person Specification

	Essential	Desirable
Qualifications	RN with current NMC Registration Evidence of degree level studies Level 3 safeguarding	Advanced communication course Psychology level II Physical Assessment
Experience	Recent professional development Working as an effective member of the MDT Able to work on own and under pressure	Experience in caring for gynaecology patients Participation in audit and research Developing policies and guidelines
Knowledge and skills	Up to date knowledge of current issues in gynaecology nursing Excellent documentation skills	A specialist knowledge of gynaecology.

	Excellent communication skills – verbal and non-verbal. Excellent interpersonal skills with professional credibility Excellent organisational skills Excellent leadership skills Ability to teach and assess Ability to assess, plan implement and evaluate the patients care according to their individual needs Able to build effective relationships with clinicians and managers Computer skills	
Other	Act as a role model by embracing and demonstrating trust values Ability and means to travel between both trust sites Ability to accept and respond to constructive criticism Able to stay calm and under pressure in stressful situations	

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 & 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;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. 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;
- 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 staff;
- 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;
- 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. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive 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** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. 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. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face 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 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;
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

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.

NHS Sexual Safety Charter

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

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 aims 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.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and

thrive throughout your time at SaTH whilst making improvements in your area of work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

