



TRAINEE NURSE PRACTITIONER HOSPITAL AT NIGHT

INFORMATION FOR CANDIDATES

ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

Our Vision:

“To provide excellent care for the communities we serve”

Our Values:



We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

COLLEAGUE BENEFITS

GENERAL

27 days annual leave entitlement at joining, 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

Option to buy and sell additional annual leave

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

- Blue Light Card
- Health Service
- Discounts NHS

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

HEALTH AND WELLBEING

PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

LEARNING AND DEVELOPMENT

COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



JOB DESCRIPTION

Job Title	Nurse Practitioner, Hospital at Night
Band	Band 6 (moving to band 7 once competencies met)
Directorate	Operational Delivery Directorate
Accountable to	Hospital at Night Matron
DBS Required?	Enhanced

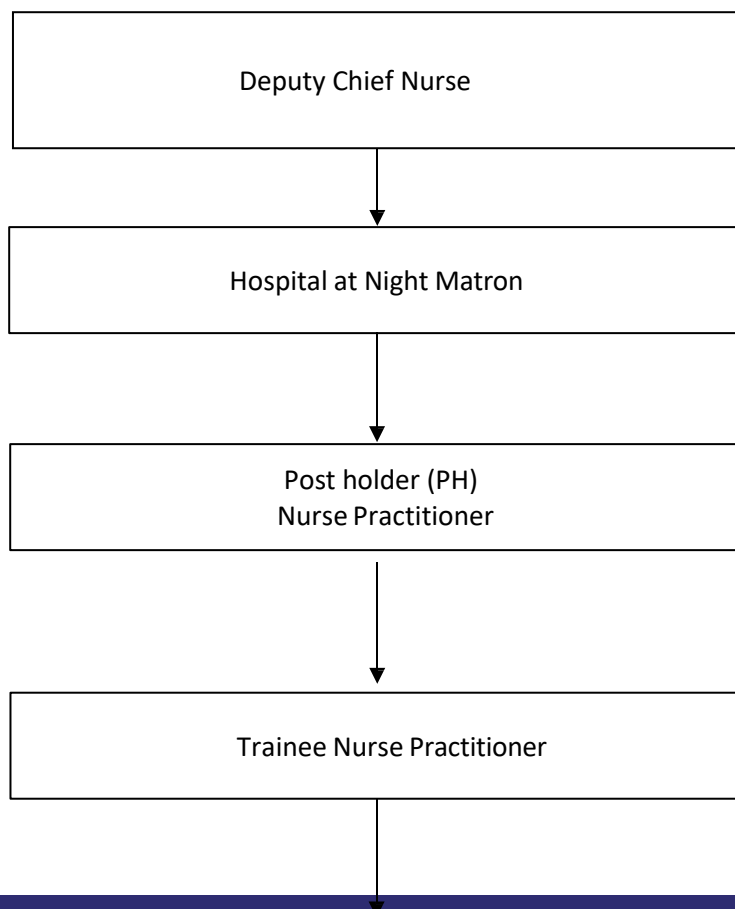
JOB OVERVIEW

The Hospital at Night model proposes that the way to achieve effective clinical care (This service runs 24/7 on weekends and public holidays) is to have one or more multidisciplinary teams working in the hospital. In this collaboration there will be access to the full range of skills and competences to meet a patient's immediate needs.

ROLE RESPONSIBILITIES

The post holder will eventually work independently and aim to achieve all competences to qualify to move into a Nurse Practitioner post at band 7.

- The principle role will be to provide professional, advanced clinical support and advice to the junior doctors, nursing staff and other members of the multidisciplinary team working within the Trust.
- The post holder will have the ability to achieve a physical assessment course in order to assess patients primarily on the inpatient wards independently.
- The post holder will eventually determine an appropriate course of action based on their assessment to prevent clinical deterioration of the referred patient in partnership with the Nurse Practitioner.
- The post holder will be expected to contribute to the education and development of staff within the team and on the wards.
- The post holder will be expected to keep themselves up to date with mandatory training and self-roster their learning needs through the trust learning/booking diaries.
- The post holder will be able to identify a deteriorating patient as a priority in their workload
- The post holder will be aware of the need to escalate, and facilitate a patient to the appropriate level of care
- The post holder will recognise the need to be flexible working across a trust which is based on two separate sites
- The post holder will accept that they may be asked to work shifts when there is no Nurse Practitioner to mentor them and must act within their own ability and competence while in this role and work to the best of their ability.



Clinical Support Worker

CLINICAL ASPECT OF THE ROLE

1. To assist and eventually lead in the assessment, planning, delivery of appropriate treatment and continuous evaluation of care of patients.
2. To effectively demonstrate the ability to gain the relevant information from members of the multi-disciplinary team to identify and complete outstanding tasks passed onto you at Medical/Nurse hand- over and PSAG DR Review.
3. To demonstrate good team working within the multidisciplinary team in relation to the critical care Outreach Team and other services such as Clinical Educators.
4. To demonstrate good team working within the multidisciplinary team in relation to the Medical Team, including FY1's, SHO's, Medical registrars and Consultants.
5. To triage clinical calls and effectively prioritise clinical tasks when requested.
6. To be the senior point of contact for professional and clinical advice.
7. Demonstrate advanced skills in patient assessment and the commencement of initial treatment plans and escalation requirements. This will include:
 - Chest auscultation
 - Fluid balance – assessing nurse's documentation to make clinical decisions
 - Assessment of pain to diagnose and treat or refer appropriately.
 - The full physical assessment of patients that have fallen and management of their escalation requirements
 - Assessment of decreased neurological presentation
8. To be fully conversant with, and utilise, the Vital-pac system to pro-actively seek those patients at risk from clinical deterioration. Once those patients are identified you will be able to assess their needs, commence appropriate first line treatments and maintain or escalate their care if necessary
9. To be able to work within procedural protocols and local policy developed for the H@N team and within the trusts policies and procedures.
10. To add to the continual development of mechanisms for assessing effectiveness of the clinical element of the H@N team through participation in audit. This will include key performance indicators such as response times to falls alerts, response times to requested clinical tasks and relevant data collection to isolate and determine other tasks that could become part of this role. This data is collected via a shift report which is mandatory at the end of your shift. The shift report will be uploaded on the corporate drive and the following individuals will have access:
 - Head of Nursing for unscheduled care
 - Head of Nursing for scheduled care
 - Lead consultant for Hospital at Night
 - Head director of Nursing
 - Matron for Hospital at Night
 - Director of medicine
11. To effectively manage own workload when dealing with a number of allocated tasks.

12. Maintain professionalism and expertise within the expanded role, demonstrating awareness of your own limitations and learning requirements through appraisal and self-lead study. Demonstrate evidence of any learning to your Matron for your personal records in the form of a recognised clinical supervision file note.

13. Provide a service within the expanded role of the nurse practitioner, examples may include;

- Determination of blood requests and/or analysis of blood results.
- Venepuncture and Cannulation.
- Use of the ultrasound machine for venepuncture/cannulation for deteriorating patients.
- Support / access with patients with portacaths.
- Arterial Blood Gas (ABG) sampling, and advanced assessment of the results.
- Male urethral Catheterisation.
- Undertake the Verification of Expected Deaths according to SATH policy.
- VTE assessment.
- NIV/CPAP/Airvo initiation and management of the patient once a Medical Registrar agrees that specific treatment choice.
- Recording and Interpretation of 12 lead ECG's.
- CPR/Adult Advance Life Support.
- CPR/ Paediatric Basic Life Support.
- Prescribing of medication as an Independent Non-Medical Prescriber in line with the current Non-Medical prescribers Policy.
- Keep up to date with Policy and procedures surrounding Non-Medical prescribing.
- Reviewer of patient falls, referring only when necessary or after relevant investigations have been undertaken.
- Expertly advise Staff regarding the care and management of Central Venous Access Lines.
- Requesting of chest X-rays (once IRMER authorised) and be able to interpret images.
- Acting as an out of hours support service for patients receiving epidural infusions and patient controlled analgesia (PCA), or those requiring escalation of their pain management.
- Review of patients out of hours that have been referred to the critical care Outreach Team when specifically requested at handover.

DISCHARGE PLANNING

1. Assist in the discharge process when appropriate, working closely with relevant clinical personnel to facilitate early discharge and prolonged admission avoidance.

2. Identify problems within clinical hospital processes that lead to delays in discharge and notify the appropriate individuals such as the Clinical Site Manager (CSM.)

3. Employ problem solving skills and liaise with other agencies (particularly the discharge liaison teams and capacity managers) to expedite problematic discharges from hospital.

4. Undertake project work when requested in an appropriate time frame to a professional standard at a band 7 level.

Clinical/Professional

1. Provide leadership and professional advice to the nursing staff and junior medical staff throughout the Trust when required.

2. Act as an advisor and role-model for staff in the absence of the Nurse Manager, Sister or Charge Nurse, offering assistance and support where needed.

3. Be familiar with the following initiatives and associated personal and organisational responsibilities within the general acute setting:

- a. The Mental Capacity Act
- b. Deprivation of Liberties regulations
- c. Protection of Vulnerable Adults
- d. Safeguarding children
- e. Sepsis bundle
- f. PSAG Dr Review request system

4. Attend all cardiac arrests or other clinical emergencies and provide clinical support to a minimum of ILS level. It will be expected in your role that you will achieve Adult ALS standards and demonstrate them when required. And basic life support for paediatric.

5. To participate in the Major Incident Procedure set down in the local policy and to be familiar with your role within that policy.

6. Be aware of research advances in relevant nursing practice and ensure that clinical practice skills are kept updated.

7. Ensure that standards of care are maintained, that the Health and Safety Policy including manual handling is adhered to and assist and promote new methodology within that discipline.

8. To be fully conversant with the use of medical equipment e.g. infusion pumps, monitoring equipment.

9. To report promptly through the Datix system any clinical incidents or near misses.

10. To act as the administrator within Datix for incidents raised in relation to the H@N team, promptly investigating each one that is directed toward you.

Personal Development, Training and Education

1. Be familiar with advances in nursing practice and ensure that clinical practice skills are kept updated by identifying your own learning needs.

2. In collaboration with the Matron for Hospital at Night, identify your personal/professional learning and development needs and agree objectives and appraisal targets in an annual appraisal. 3. Support the Matron of Hospital at Night in the development of Trust policies and procedures in relation to your own area of practice.

4. Participate in the education and development of the multidisciplinary team:-

- Facilitate staff learning within the clinical area and support Clinical Nurse Educators within the trust to achieve their goals.
- Promote and facilitate the development of advanced clinical skills for all grades of staff.
- Act as assessor within the clinical area for staff developing new skills.

Non-Medical Prescribing:

Nurses employed into these roles who already hold a non-medical prescribing qualification will not automatically be able to prescribe. The member of staff must follow the Trusts policy for becoming a non-medical prescriber prior to being able to prescribe in this role within this trust. Confirmation to be able to prescribe will be sent by letter from the director of Nursing in and no other method will be accepted. All nurses employed into these roles who do not have this qualification will be expected to undertake an Independent Non-medical prescribing qualification (V300) within the first 12 months of employment and be successful in obtaining this qualification within a reasonable time period. All nurse prescribers need to be familiar with the Non-Medical Prescribing policy within the Trust and keep an up to date portfolio of evidence of prescribing in practice. This portfolio of evidence will need to be available for the drugs and therapeutic committee for review on an annual basis. All nurse prescribers will be responsible for keeping themselves updated with education and prescribing issues and responsible for providing audit of their own prescribing practice.

All non-medical prescribers will meet the requirements of self-audit within the policy for non-medical prescribing.

Non-Medical Prescribing Policy States “7.2 the lead time from commencement of training to non-medical prescribing can be up to 18 months. This includes the 6 or 12-month non-medical prescribing course, the lag period before addition of the NMP qualification to their respective professional register, and a period of consolidated learning and to practice under supervision.” And see below

Newly-appointed staff to the Trust who hold an existing non-medical prescribing qualification and who are joining a Service where non-medical prescribing is in place or an NMP Development Plan has been approved; must complete the same process for approval and ongoing Authorisation to Practice as for newly-qualified prospective NMPs as detailed in Section 11.1 to 11.6.

CHILD PROTECTION

To carry out responsibilities in such a way as to minimise risk of harm to children, young people and vulnerable adults, promoting their welfare and raising concerns in a timely manner in accordance with the Trust's policies relating to safeguarding children, young people and vulnerable adults.

COMMUNICATION AND RELATIONSHIPS

The Post holder must be able to

1. Report on a patient's progress or condition both verbally and in written form to a level where other members of the multidisciplinary team can easily understand.
2. Ensure that accurate, legible and holistic nursing or medical records are maintained as according to NMC.
3. Improve and maintain good communication between all members of the team, ensuring appropriate referrals and liaisons occur with relevant personnel.
4. Where appropriate interpret and present clinical information to patients and their relatives, demonstrating highest levels of inter-personal and communication skills ensure that patients and their carers have sufficient relevant verbal and written information during the patient's stay.
5. To respond appropriately to sensitive information from patients and healthcare professionals in an appropriate manner, such as diagnoses, normal treatment plans and social circumstances, referring to senior staff for further support and advice.

6. Will actively attend, where rostered to do so, and contribute towards Hospital at Night monthly meetings.

7. Provide a detailed shift report at the end of the 12hr shift and disseminate to an agreed email distribution list. This must be delivered within your shift timeframe and never in bundles at the end of several shifts.

RESEARCH AND AUDIT

1. Actively keep up to date with research based changes, ensuring they adhere to all new protocols, policies and guidelines.

2. Participate in local on-going audit (Falls review times on shift reports for example) and research projects as required by the Matron for Hospital at Night and work within expected timeframes.

USE OF INFORMATION

1. To maintain and update PSAG to support patient care, reviews, planning and discharge.

2. To be conversant in the use of electronic communication systems, personal computer systems, normal office equipment



PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • RGN/RN (adult) • Evidence of Continuing Professional development sufficient to demonstrate the ability and willingness to study at a level equivalent to masters • ALS (or ability to achieve) • Patient Assessment module at advanced practice level (level 6 or 7) • Evidence of continuing development in relation to clinical skills and abilities within the acute setting 	<ul style="list-style-type: none"> • ENB 998 or equivalent • Independent Non-Medical Prescribing qualification (or ability to obtain)

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Sufficient experience to demonstrate a high level of clinical, organisational and prioritisation skills, and the ability to lead confidently staff up to Band 6, liaising closely with ward managers • Substantial experience (two years or more) of working within an acute hospital environment (such as acute medical/surgical wards, A/E, ITU etc) demonstrating • Clinical acumen and ability in a broad range of specialties. • Evidence of coordinating and managing day to day clinical issues on a regular basis. • Experience in teaching and training of staff. • Experience in undertaking a preceptor/mentor role. • An awareness and understanding of national and local issues that affect Nursing and the NHS as a whole. Up to date knowledge and understanding of nursing policy and practice. 	<ul style="list-style-type: none"> • Involvement in Nursing audit and Research.

SKILLS

• ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Ability to work and communicate effectively within a multidisciplinary team setting within and outside the Trust. • Evidence of excellent communication skills including verbal, nonverbal and written. • Evidence of excellent Patient documentation and record keeping skills. • Excellent interpersonal skills with professional credibility • Time management skills with an ability to act on own initiative and be both self-directed and motivated in the work environment. • Positive attitude to change with a proven ability to assist in the implementation of change and practice development. • Sound IT skills. 	

PERSONAL QUALITIES/CIRCUMSTANCES

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Awareness of professional and personal limitations. • Ability to inspire confidence in others, demonstrating strong leadership qualities and acting as a positive role model to other members of the team. • Strong Team leader. • Flexible and Adaptable in approach. • Ability to work flexibly to meet service needs. • Ability to work at all Trust sites. • Flexible to meet the unpredictable demands of this “single rostered worker per site at any time” team. 	

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; 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.

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.

NO SMOKING POLICY

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.



EMPLOYER RECOGNITION SCHEME

SILVER AWARD

Proudly supporting those who serve.





The Royal Shrewsbury Hospital

Telephone: 01743 261000

Minicom: 01743 261213

Address:

The Royal Shrewsbury Hospital

Mytton Oak Road

Shrewsbury

SY3 8XQ

[Getting to The Royal Shrewsbury Hospital](#)

The Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4995

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Apley Castle

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TF1 6TF

[Getting to The Princess Royal Hospital](#)