



EMERGENCY NURSE / CARE PRACTITIONER

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:



OUR VISION

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	Emergency Nurse Practitioner / Emergency Care Practitioner
Band	7
Directorate	Medicine
Accountable to	Head of Nursing Surgery, Anaesthetics and Cancer
DBS Required?	Yes

JOB OVERVIEW

- The post holder will work autonomously as a senior clinical practitioner and contribute to the management of the 'Minors Stream' within the Emergency Department through the effective use of resources and ensuring the delivery of safe, effective and patient-centred care.
- The post holder will have the appropriate knowledge and skills in order to practice autonomously, being responsible for the assessment, diagnosis, treatment and referral to speciality clinicians, or discharge home.
- The post holder will manage a diverse range of patients (adults and children), who present with a range of minor injuries or minor illness.
- The post holder will provide credible leadership and a senior nursing resource to junior members of the team and be instrumental in developing a culture that improves quality and enhances the patient experience.

- The post holder will, at all times, behave and practice in a manner that optimises patient outcomes and promotes the n of the Emergency Department at The Shrewsbury and Telford NHS Trust.

KEY WORKING RELATIONSHIPS

- ED Consultants
- Matron Emergency Care
- Operational Manager – Emergency Care
- Capacity management team
- Clinical Support Services
- Multidisciplinary team (medical, nursing, Occupational Therapy, Psychiatric Liaison, Social Care, admin and clerical support, volunteers)

MAIN DUTIES AND RESPONSIBILITIES

Clinical / Professional

- Act at all times in accordance with the NMC / HCPC Code of Conduct and in a manner that is consistent with Trust values
- Demonstrate experience, knowledge and skills as required to meet the role Modern Matron Emergency Department Department Manager for Emergency Services (PH) Supervises CSW Post Holder (PH) ED Junior Nurses and Doctors ENP / ECP Nov 2017
- Be accountable for the assessment, examination, diagnosis, treatment, referral or discharge of patients attending the 'Minors Stream' of the Emergency Department without reference to a doctor
- Initiation and interpretation of diagnostics such as radiographic images, Ultra sound scans and blood results 1.5 To ensure safe and appropriate 'Independent Nurse Prescribing' or administration of medications via Patient Group Directives
- Work as an autonomous practitioner to manage the unscheduled care of patients without direct medical or nursing supervision
- Develop and maintain extended skills, e.g. application of plaster of paris & suturing and undertake appropriate minors treatments.
- Participate in teaching and assessment of clinical skills of trainee ENPs and junior staff
- Demonstrate awareness of own practice and knowledge limitations, to be proactive in seeking appropriate advice and support
- Maintain skills and competence relevant to the clinical area of the Emergency Department delivering best practice at all times
- Be able to prioritise patient care and work collaboratively within the multidisciplinary team to ensure the needs of the patient are met and outcomes are optimised
- Participate in the evaluation of departmental performance and share lessons learnt with the wider team
- Provide relevant patient advice and education which is evidence based and reflects best practice
- Act consistently with legislation, policies, procedures and other quality approaches and alert others to the need for improvements to quality

- Participate in a programme of professional development and appraisal, appraising junior staff and giving constructive feedback as required
- Work flexibly and collaboratively to meet the fluctuating demands of the service and support staff to manage challenging or stressful situations
- Observe, monitor and act on any situations that may be detrimental to the health and well-being of the patients, escalating as appropriate
- Provide guidance to junior staff in assessment, prioritising, planning, implementing and evaluating care
- Ensure full and effective handovers
- To be able to work as a Senior Emergency Department Practitioner / Paramedic in all areas, as required in times of high escalation.

Managerial

- Co-ordinate the flow of patients through the 'Minors Stream' of the Emergency Department. Ensure safe and efficient management of patient care, assessing the workload and delegating to staff as appropriate, in order to facilitate achievement of local and national standards in quality and timeliness
- Liaise with the senior doctor and nurse in charge of the shift to ensure appropriate deployment of staff to maintain safe and effective patient care and achieve key performance indicators
- Support the ED Senior Nurse in all aspects of the 'Minors stream' management and deputises if required
- Assist with the education and development of junior and ancillary staff through supervision and teaching
- Participate in the investigation and management of complaints and incidents, ensuring that all issues are dealt with in a responsive and professional manner
- Work collaboratively within the multidisciplinary team to ensure that service objectives are met within available resources
- As part of the management team to develop policies and participate in service improvement
- Participate in the recruitment of staff as requested
- Assist in induction and support to new staff (including bank, agency and temporary staff)
- Assist with the management of staff sickness, roster and performance management if required
- Attend and participate in department meetings as required eg: clinical governance, capacity meeting, complaints.
- Be aware of, and understand the nature, extent and level of your responsibilities in relation to all relevant Trust policies and procedures
- Understand your role in every phase of major incident and be able to lead your team throughout the incident
- Demonstrate knowledge, understanding and application of their personal leadership skills
- In conjunction with senior colleagues in the interdisciplinary team, is aware of the need for change, the implications, and is an effective change agent
- Demonstrate knowledge and understanding of local and national policy and implications for practice and assimilates this into daily practice

Educational and Professional Development

- Maintain responsibility for developing professional practice and support the development of junior staff by planning and delivery of focussed training and supervision
- Participate in teaching and mentoring activities for one's own development and for the development of others
- Participate in the provision of specialist training, research, audit and quality initiatives
- Be aware of the strategic aims and objectives of the Trust

Communication

- Ensure effective communication and continuity of high standards of care. This includes sharing ideas, information and feedback in order to empower patients and members of the interdisciplinary team
- Be skilled in communicating with a range of people on a daily basis, some of whom may have communication barriers.
- Be responsible for disseminating Trust policies and information as required.
- Utilise a range of strategies to communicate effectively with patients and those involved in their care.

This job description is a summary of the main responsibilities and is not intended to be an exhaustive list of duties or tasks. It will change and develop in line with organisational need



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"> • Current NMC registration first level nurse or HCPC Paramedic essential • First level degree / Dip HE Nurse / Paramedic or willingness to undertake study at this level • Evidence of continuing professional development • Recognised Emergency Nurse / Care Practitioner Course • Non Medical Prescriber or willingness to undertake the course 	<ul style="list-style-type: none"> • Leadership qualification or completion of a leadership course • ALS and APLS / EPLS courses • Evidence of proactive involvement/qualification/training in the mentorship and development of nurses and nursing practice • Teaching and assessing qualification • Computer literacy

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Extensive post registration experience of which a significant period is within Emergency Medicine at Band 6 or above or significant experience as a Paramedic • Experience of independently managing patients with minor injury/illness in primary care or ED setting • Experience of mentoring and supporting junior staff • Change management experience • Evidence of extensive expert professional / clinical knowledge in emergency care supplemented by specialist clinical training and CPD • Evidence of knowledge/ understanding of collaborative practice and the ENP/ECP role • A sound knowledge of professional policies and procedures • Knowledge of clinical governance and a commitment to clinical supervision and staff development 	

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Effective communicator and able to communicate complex and highly sensitive information • Evidence of effective people management and leadership skills • Conflict management • Demonstrates specialist expertise underpinned by theory acquired through CPD • Highly developed effective communication/negotiation skills • Excellent clinical skills / clinical decision making • Evidence of involvement in teaching and mentoring learners • Advanced Assessment and History taking skills • Practical ED skills e.g. Plastering, suturing, minor injury treatments • Patient focussed • Excellent communication skills and good interpersonal skills • Effective leadership skills IT skills • Ability to prioritise workload and meet deadlines • Good management of own and others time • Able to use initiative analysing problems to implement solutions and make decisions • Approachable and adaptable to team working in a multi disciplinary setting • Self motivated and able to motivate others 	<ul style="list-style-type: none"> •

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Physical effort: The post holder will be required to exert frequent moderate physical effort for several short periods during a shift e.g. moving patients over 15 kilos with mechanical aids Mental effort: To exert frequent concentration on patient assessment and responding to frequent changing needs in the clinical area Emotional effort: the post holder will at times be exposed to distressing and frequent highly distressing and emotional circumstances (Dealing with patients/relatives as a result of a serious incident) Working environment: Frequent exposure to unpleasant working conditions (aggressive behaviour of patients, relatives and carers). Daily exposure to blood and body fluid. Ability to work flexible and rotational shifts within a 24 hour period. 	

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 AND CYBER SECURITY

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.

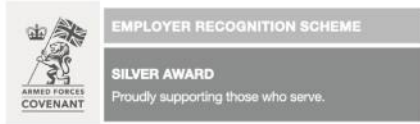
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

NO SMOKING POLICY

The Trust is a no smoking/e-cigarette/vaping organisation except for designated external areas, in accordance with Trust Policy.

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.





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Shrewsbury

SY3 8XQ

Getting to The Royal Shrewsbury Hospital

The Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

Getting to The Princess Royal Hospital