

# Clinical Endoscopist/Advanced Nurse Practitioner

## 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, 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.\*\**

- The role involves carrying out endoscopy tests and treatments safely and independently, following national rules and local policies.
- It includes seeing patients in clinic, checking symptoms, planning care, and helping to avoid hospital stays where possible.
- The post holder will support and train junior endoscopists and help run JAG-accredited training.
- They will help lead the Clinical Endoscopist team, guide service improvements, and develop new ways of working.
- They will write and review policies, support good patient care, and help the service meet national waiting time targets.
- The role also includes taking part in audits, governance work, and ongoing learning to keep skills and knowledge up to date.

## Job Description

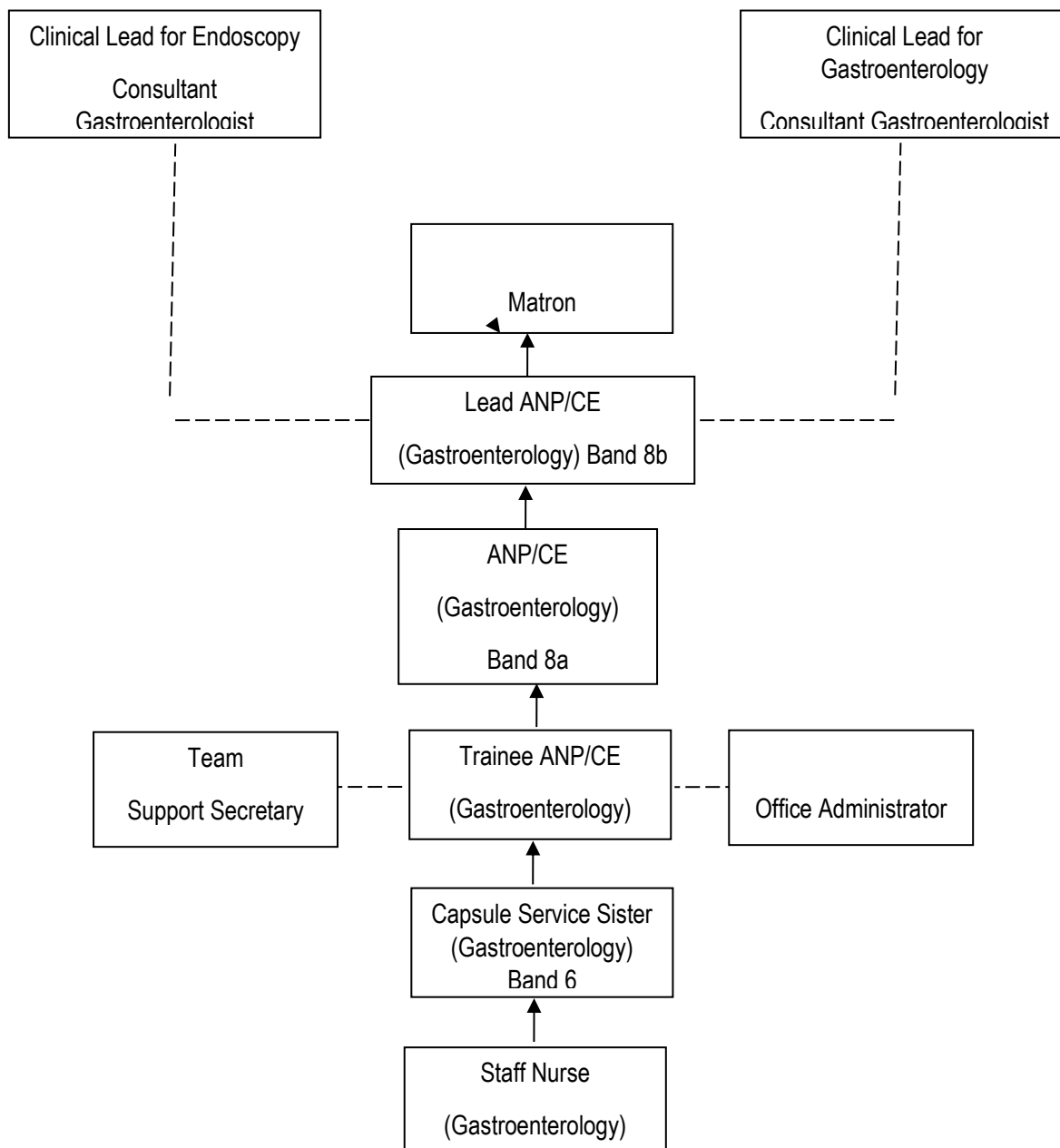
<b>Job title:</b>	Clinical Endoscopist/Advanced Nurse Practitioner
<b>Grade:</b>	8a
<b>Site:</b>	the Royal Shrewsbury Hospital
<b>Accountable to:</b>	Lead Clinical Endoscopist Gastroenterology
<b>DBS required:</b>	Enhanced

## Post Purpose

- To work flexibly and autonomously to undertake diagnostic and therapeutic endoscopy (in accordance with Departmental policies) to support the Trusts performance on delivering national waiting times targets
- To work with the endoscopy management team to contribute to developing strategies to promote and improve Endoscopy / Gastroenterology services
- To be a JAG accredited trainer and participate in the delivery of JAG accredited courses
- To provide support, mentorship and supervision to junior members of the Clinical Endoscopist team
- To lead the CE Team in the absence of Lead Clinical Practitioner, including recruitment and appraisals
- To lead on service developments and new projects, implementing innovative ways of working

- To work within Gastroenterology outpatient clinics undertaking clinical assessments and follow up reviews
- In collaboration with clinicians to develop one stop pathways to support admission avoidance and reduced length of stay within the Trust
- To take the lead in developing and reviewing policies and procedures related to Clinical Endoscopists
- To be an expert practitioner, providing specialist nursing advice and support in all aspects related to role
- Maintain awareness and knowledge of national developments related to role
- To be an Independent Nurse / AHP prescriber
- To work toward BCSP accreditation

## Organisational position



# Main Duties and Responsibilities

1. To contribute to providing high quality, safe and effective patient care within the Gastroenterology / Endoscopy services in accordance with departmental policies and national guidelines. To work with the endoscopy management team to contribute to developing strategies to promote and improve Endoscopy / Gastroenterology services for patients.
2. To work flexibly and autonomously with minimal supervision from Consultant Gastroenterologists / Consultant Surgeons / Senior ANP/CE to undertake high quality diagnostic and therapeutic upper and lower gastrointestinal endoscopy on sedated and non-sedated patients.
3. To be the first assistant in Percutaneous Endoscopic Gastrostomy (PEG) / gastropexy undertaking abdominal incision for PEG in accordance with local policy.
4. To train and mentor trainee endoscopists and participate as JAG course faculty.
5. To interpret and report on Capsule Endoscopy, arrange follow up investigations and inform patient and the referring Consultant of the management plan (small bowel and colon capsule).
6. To participate in Gastroenterology out-patient clinics - appropriately assess, examine, investigate, diagnose, and treat patients, resulting in the safe management and appropriate referral or discharge of patients.
7. Assess and validate patient notes for surveillance lists (Colonoscopy and OGD) and escalate any backlog / service issues to endoscopy management. Inform referring Consultant if patients do not meet local / national guidelines for surveillance.
8. To take responsibility for developing and reviewing relevant policies, taking into account national guidelines / developments and how they relate to the role.
9. To share knowledge and expertise, acting as an expert resource to others across primary and secondary care as appropriate.

## Clinical

### Endoscopic procedures

1. Triage and action GP referrals on the Upper Gastrointestinal Urgent Suspected Cancer and Direct Access non-urgent endoscopy pathways in a timely manner.
2. Take full responsibility for the clinical management of the patient during endoscopic procedures including pre procedure assessment / the procedure and recovery.



3. Take informed consent prior to the procedure in accordance with Trust policies and ensure adherence to annual update of consent training.
4. Using knowledge and developed skills ensure that patients and carers receive appropriate health education pre and post procedure.
5. Administer the following in accordance with local protocols / non-medical prescribing
  - Conscious sedation
  - Reversal agent
  - Local anaesthesia
  - Intravenous analgesia
  - Intravenous antibiotics
  - Entonox
  - Oxygen
  - To undertake the role of Independent Prescriber/ Nurse Supplementary Prescriber within Endoscopy and Gastroenterology and in line with Trust policy, professional regulatory and national guidance
  - To maintain competency in prescribing according to level of prescribing qualification and participate in regular continuing professional development in relation to the role.
  - To prescribe in accordance with the Trust's Medicine Code, its Non-Medical Prescribing Policy and other local and national prescribing guidance.
  - To prescribe within the limits of their individual competence and approved Scope of Practice / Formulary.
6. Upon the location of abnormal pathology, undertake biopsies, photographs and complete pathology requests as required.
7. Ensure specimens are sent to laboratory in a timely manner within agreed protocols.
8. Ensure a robust process is in place to enable reviewing of own histological results, taking responsibility for escalating any significantly abnormal pathology to the referring Clinician.
9. To refer to other professionals for more specialist support as appropriate, to ensure continuity and co-ordination of patient care along the patient pathway.
10. Request further investigations as clinically indicated following agreed protocols specifically Radiology and blood tests.
11. Interpret and present clinical information to patients and their relatives, demonstrating highest levels of interpersonal and communication skills ensure that patients and their carers have sufficient relevant verbal and written information during the patient's stay. This may require communication of bad news requiring advanced communication skills.

## Outpatient Gastroenterology Clinics

1. Work within Gastroenterology outpatient clinic to provide a safe and timely assessment of an agreed cohort of patients.
2. Adhere to agreed protocols/guidelines to provide a level of advanced and comprehensive health assessment -
  - Patient clinical history
  - Examination as indicated
  - Documenting outcome in patient case notes
  - Requesting relevant diagnostic tests
  - Dictating outcome
  - Interpreting and communicating the outcome of the consultation with the patient/family/carer as appropriate

## Leadership

1. In collaboration with Clinical Endoscopist Team, Clinical Lead, Business Manager and Matron contribute to the strategy for the development of Clinical Endoscopists to support the Trust performance in achieving all national and local wait time targets.
2. Take the lead on developing and implementing patient pathways to support admission avoidance / reduced length of stay / one stop endoscopy services.
3. Take the lead in the development of nursing practice guidelines, policies and protocols and care pathways within specialism.
4. Provide support and supervision for other Clinical Endoscopists (eg Colorectal / UGI CNS / Bowel Cancer screening practitioner) who are aligned to other clinical services but undertake Endoscopy as part of their role.

## Managerial

1. To act as Team Lead in the absence of senior colleagues taking responsibility for specific induction, recruitment and selection, deployment, training, performance management, sickness / absence and first stage formal disciplinary matters.

2. Maintain accurate and up-to-date confidential and timely patient records ensuring that all patient documentation (both written and electronic) is in line with agreed Trust Standards and NMC guidance.
3. In collaboration with Matron / Clinical Lead and the Endoscopy unit Managers take the lead on the preparation of evidence for external reviews.
4. Participate in organising and lead on the Clinical Endoscopist user group.
5. Organise time effectively to ensure effective management of workload, prioritising work as necessary.
6. In collaboration with the Endoscopy Departmental Manager develop patient information leaflets and appointment letters.

## Quality and Governance

1. Take responsibility for own data input regarding own practice to support the Endoscopy Unit's Global Rating Scale (GRS) quality programme
2. In collaboration with the Clinical Lead, partake in audit for Governance and as part of GRS submission.
3. In collaboration with the Endoscopy Unit Manager undertake patient experience surveys and support the development and implementation of any action plans resulting from the patient surveys
4. Support the governance framework within the Endoscopy, ensuring areas of clinical risk or adverse events are recorded on Datix, investigated and escalated accordingly.
5. Take responsibility for inputting clinical information for individual patient reports following examination to ensure Endoscopy database is kept up to date.
6. Attendance and contribution at Clinical Governance and Endoscopy users will be expected.

## Education and Training

1. Attend local/regional/national educational forums and be fully aware of relevant national guidelines to ensure the development of the Clinical Endoscopist service is in accordance with national guidance.

2. Take the lead on the education of Allied Health Care Professionals involved with our patients Endoscopy and Gastroenterology patients.
3. Participate in individual personal appraisal to ensure personal, departmental, and corporate objectives are met.
4. Maintain personal, professional development and clinical competency, including Trust mandatory training and clinical training and updates specifically IRMER (Ionising Radiation Medical Exposure Regulations), and consent.

## **Audit**

1. To lead and participate in clinical audit to present at relevant Governance meetings.
2. Take responsibility for developing methods to collect activity data on own practice through liaison with audit teams and to present at relevant governance meetings.
3. Work autonomously and independently to ensure delivery of quality services within area of responsibility and be guided by broad policies and protocols, using discretion and initiative for implementation of such policies.
4. Seeks further advice and support for actions that effect areas outside area of responsibility or scope of practice.
5. To be accountable for decisions affecting sphere of responsibility.
6. Take responsibility for presentation of own clinical outcomes and possible adverse incidents at Endoscopy Governance and Endoscopy users forum, escalating any potential serious incidents to the Clinical Lead and Matron accordingly.

## **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.



## Person Specification

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• RGN</li> <li>• JAG accredited endoscopist upper and lower GI endoscopist</li> <li>• Evidence of Continuing Professional development / qualification relevant to area of speciality ENB A87 / ENB D03 or equivalent HEE Clinical Endoscopist Course</li> <li>• JAG accredited trainer TGT or TCT</li> <li>• Advanced physical assessment</li> <li>• Nurse/AHP Independent prescriber</li> <li>• MSc in Advanced Clinical Practice (or equivalent) or evidence of enrolment on a relevant Masters degree programme</li> </ul>	<ul style="list-style-type: none"> <li>• BCSP Colonoscopist</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Sufficient post registration experience to prepare for this post, this will include extensive experience and advanced knowledge within Gastroenterology / Endoscopy</li> <li>• High level advanced clinical skills and knowledge</li> <li>• Experience in teaching and training of staff</li> <li>• Involvement in Nursing Audit and Research</li> <li>• An awareness and understanding of national and local issues relevant to speciality</li> <li>• Up to date knowledge and understanding of nursing policy and practice relevant to speciality</li> <li>• Understanding of national and local policy relating to speciality</li> </ul>	
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>• Experience performing endoscopic procedures</li> </ul>	

	<ul style="list-style-type: none"> <li>• Ability to work and communicate effectively within a multidisciplinary team setting within and outside the Trust</li> <li>• Evidence of advanced communication skills including verbal, non-verbal and written. This will include evidence of breaking bad news</li> <li>• Evidence of excellent patient documentation and record keeping skills</li> <li>• Excellent interpersonal skills with professional credibility</li> <li>• Time management skills with an ability to act on own initiative and be both self-directed and motivated in the work environment</li> <li>• Positive attitude to change with a proven ability to assist in the implementation of change and practice development</li> <li>• Evidence of good IT skills including relevant NHS systems / JETS / NED and endoscopy reporting systems</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Awareness of professional and personal limitations</li> <li>• Ability to inspire confidence in others, demonstrating strong leadership qualities and acting as a positive role model to other members of the team</li> <li>• Strong team worker</li> <li>• Flexible and adaptable in approach</li> <li>• Ability to work flexibly to meet service needs</li> <li>• Ability to work across both Trust sites</li> </ul>	

## General conditions

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## 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.

