Job Description: Urology Clinical Nurse Specialist

Job Title: Clinical Nurse Specialist
Grade: Band 6

Responsible to: Urology Clinical Nurse Specialist (B7)
Accountable To: Urology Clinical Nurse Specialist (B7)

Job Summary:

- To be professionally accountable for the delivery of standards of professional practice and behaviours as set by the Nursing & Midwifery Council.
- To deliver compassionate person-centred care, and treat patients, service users, their families and their carers with consideration, dignity and the respect you would want for yourself or your family.
- To promote public health and well-being.

To be accountable for:

- Ensuring safe and effective clinical practice.
- Enhancing the patient’s experience.
- Ensuring effective contribution to the delivery of the organisation’s objectives.
- Efficient and effective use of resources

Strategic Objectives

- Create a culture of compassion, safety and quality
- Be in the top quartile for all performance indicators
- Proactively seek opportunities to develop our services
- To have an effective and well integrated organisation that operates efficiently
- Maintain financial health – appropriate investment enhancement to patient services
- Attract, retain and develop our staff & improve employee engagement

Organisational Chart
Key Responsibilities

1. To ensure safe and effective clinical practice.

- Ensure a high standard of safe clinical care and record keeping in accordance with Nursing and Midwifery Council, national legislation and local standards.
- Take personal responsibility for actions and omissions, and fully recognise personal accountability.
- Practise within an ethical framework based upon dignity and respect for the well-being and safety of patients and clients.
- Act as a change agent, developing clinically effective practice through the effective utilisation and integration of evidence based practice within own work area.
- Contribute to the development and implementation of evidence-based protocols, standards, policies and clinical guidelines within own work area.
- Ensure a culture of continuous quality improvement through the use of audit, patient feedback and reflection on practice by self and other members of the team.
- Promote a clean and safe environment for staff, patients and visitors by ensuring compliance with legislation, policies and protocols including health and safety, healthcare associated infection prevention, clinical governance, including risk management and critical incident reporting and root cause analysis.
- Demonstrate effective communication within the multi-professional team regarding patient care.
- Undertake interventional procedures with appropriate consent
- Assess the risks involved in the care of patients and ensure utilisation of practices and protocols to minimise those risks, including safe use of medical devices.
- Report incidents and near misses promptly and appropriately and take effective action to minimise future risk
- Provide specialist advice to own and other professions on therapeutic interventions and clinical practice.
- Implement practices that are appropriate to patient and service need through in-depth knowledge, implications of and applying epidemiological, demographic, social, political and professional trends and developments.
- Lead by example, develop self and other staff, and influence the way care is given in a manner that is innovative, open and responds to individual needs.
- Provide clinical supervision to other staff.
- Work harmoniously and effectively with colleagues, patients and clients and their carers, families and friends, seeking advice from senior practitioners as necessary.
- Practise within the scope of personal professional competence and extend this scope as appropriate to service needs.
- Delegate aspects of care to others and accept responsibility and accountability for such delegation.
- Participate in peer review of own practice.
- Day to day supervision/training of staff/students.
- Critically appraise and synthesise the outcomes of relevant research, evaluations and audits and apply the information when seeking to improve practice.

2. To enhance the patients experience

- To assess individuals holistically using a range of different assessment methods, use physical examination skills, order diagnostic tests for client group.
- Incorporate health promotion and prevention into care plans, and comprehensively assess patients for risk factors and early signs of illness.
• Utilise ‘making every contact count’ as an approach to change behaviour through interactions with individuals, carers, families to support them in making positive changes to their physical and mental health and wellbeing
• Plan and co-ordinate complete episodes of care, delegating and referring to other practitioners as appropriate to optimise health outcomes and resource use.
• Safely use patient group directives (PGD)/ non-medical prescribing as appropriate
• Use professional judgement in managing care events and capture the learning from these experiences to improve patient care and service delivery.
• Work within defined boundaries of practice.
• Ensure an effective and efficient patient’s journey by planning and co-ordinating of the episode of care /caseload including the smooth transition to other settings, promoting safe and effective discharge from the service and optimising communication with interdisciplinary and interagency teams as required.
• Within a multidisciplinary team environment, develop a culture of person-centred care.
• Promote a caring and compassionate environment where equality and diversity issues are respected and patients are enabled to be partners in their care.
• Contribute to the development of care and services by ascertaining patient and carer experience/feedback and ensure complaints are managed in line with organisational policy, including the dissemination of learning points.
• Ensure that everyone within the sphere of care is treated with dignity and humanity, understanding individual needs, showing compassion and sensitivity, and provide care in a way that respects all people equally.
• Enable patients/clients to learn about their conditions and treatment by coordinating the implementation of plans appropriate to their preferred approach to learning, motivation and developmental stage.
• Be proactively involved in undertaking activities that monitor and improve the quality of healthcare and the effectiveness of own and others’ practice.
• Communicate effectively across a range of circumstances and individuals.

3. To ensure effective contribution to the delivery of the organisation’s objectives

• Contribute to the development of an organisational culture that supports continuous learning and development, evidence-based practice and succession planning.
• Support the appraisal process by ensuring that personal development plans are developed and that they are consistent with the team’s and organisation’s objectives, succession planning and workforce development and support professional revalidation
• Network with peers across professional groups and clinical disciplines promoting the exchange of knowledge, skills and resources. Have advanced communication skills and contribute to wider development of practice by publicising and disseminating work through presentations at conferences and articles in the professional press.
• Demonstrate effective use of resources in decision-making and propose appropriate strategies to enhance quality, productivity and value in own sphere of work.
• Strive constantly to improve practice and health outcomes so that they are consistent with or better than national and international standards.
• Take an innovative and proactive approach to the redesign of clinical services, linked to organisational priorities and in support of improved outcomes.
• Support the development and implementation of the Nursing, Midwifery and Health Visiting Strategy for the organisation.
• Within clinical area ensure knowledge and implementation of the organisations quality and safety agenda.
• Develop and maintain a working knowledge of local, national and professional strategy and policy, ensuring that organisational goals and values are reflected in personal objectives.
• Demonstrate the ability to contribute to policy and strategy development at a departmental and organisational level and, where appropriate, national level.
• Demonstrate compliance to the pledges of the NHS Constitution 2012 and Trust values.
• Act in a way which is consistent with the values based approach to care delivery.

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
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; 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 staff; 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. 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 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; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates; and
- 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.

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.

This job description is represents a summary of the main responsibilities of the post and not an exhaustive list of duties to be undertaken. The duties may be redefined following discussion with the line manager.