



UROGYNAECOLOGY CLINICAL NURSE SPECIALIST

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



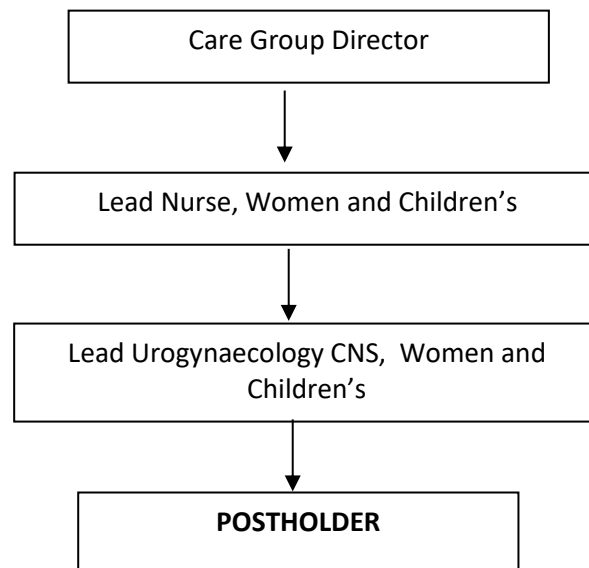
JOB DESCRIPTION

Job Title	Urogynaecology Clinical Nurse Specialist
Band	6
Directorate	Women and Children's
Accountable to	Lead Urogynaecology CNS
DBS Required?	Yes

JOB OVERVIEW

- To be the Clinical Nurse Specialist in Uro-gynae.
- To provide a pivotal role in the delivery of Uro-gynae services throughout the Trust
- Work alongside other clinical colleagues in Gynaecology to support facilitation of high quality care
- Provide expert Uro-gynae advice after completion of assigned competencies and assessments.
- Coordinate clinical management of patients
- To share our Trust values, be an advocate for our values and behave in a way that reflects these – Proud to Care, Together We Achieve, Make it Happen and We Value Respect.

Organisational position



Key relationships

- Lead Nurse, Women and Children's
- Gynaecology Services Ward Manager, Women and Children's
- Consultant Gynaecologist's (particularly those working within named speciality)
- Uro-gynae CNS
- Out Patients Department team
- Bookings Team

Key responsibilities

Clinical

- To take responsibility for the assessment, planning, delivery and evaluation of nursing care, in conjunction with the Gynaecology Consultant using analytical and judgemental skills, underpinned by theoretical knowledge, to initiate the most appropriate care for the patient.
- To assist in developing an environment which supports the value of Uro-gynae care and participate in the monitoring of standards of care.
- Develop a clinical expertise in all aspects of care for Uro-gynae patients.
- 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.
- Prepare, give and receive reports on patients. Check entries in nursing reports made by students and other staff where necessary.

- 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 and running independent nurse led clinics.
- Have the relevant knowledge and be competent in the process for blood taking and the monitoring for patients, understanding normal/abnormal values and the actions required if abnormal results received and the impact on patient's medical treatment plan.
- Communicate effectively with patient's recognising any barriers to understanding to provide and receive complex, highly sensitive and emotive information.
- Be able to adapt within an environment requiring frequent periods of concentration.
- Have the knowledge and ability to enable frequent short periods of patient handling in each shift e.g. transferring patients to examination couches/wheelchairs.
- Follow Trust Health and Safety policies when handling bodily fluids.
- Contribute to meeting the agreed clinical objectives in the promotion of high standards of care.
- Administer drugs (including controlled drugs) as appropriate. Ensure that the regulations regarding the custody and administration of drugs and medicines are met according to Trust policy and NMC guidelines.
- Participate in health promotion and provide advice, support and teaching to the patient.
- Possess personal strategies to cope with occasional/frequent exposure to distressing or emotional episodes.
- Maintain accurate documentation and nursing records in accordance with the NMC guidelines and Trust Policy.
- Have a personal duty of care in relation to the correct storage and appropriate use of equipment and resources as required in the course of work.
- In collaboration with the Urogynaecology Consultant, undertake follow-up telephone calls and advice to patients who have contacted the Ward for advice regarding their treatment. Manage patient enquiries and concerns, seeking support and advice from members of the Urogynaecology team as needed whilst ensuring effective communication and documentation.
- To develop appropriate clinical skills related to specialist practice
- To maintain database's recording the quality and efficiency of the service to enable benchmarking.
- Develop the dexterity and accuracy required to achieve clinical expertise and high standards of nursing practice.
- Monitor any initiated investigation results, liaising with relevant healthcare professionals to plan and deliver treatment accordingly.
- Take responsibility for developing protocols, guidelines and patient information liaising and collaborating effectively with other disciplines as necessary

Management

- In collaboration with the Urogynaecology Consultants and Ward Manager, support the development of clinical services within this field.
- Maintain own patient records to ensure that relevant information is documented.
- Organise time effectively to ensure effective management of workload, prioritising work as necessary.
- Attend local and network meetings as appropriate and relevant to the Urogynae service.
- In collaboration with Urogynaecology team provide specialist support to the development, reviewing and updating of protocols, guidelines and patient information leaflets within the unit and ensure they reflect evidence based practice.
- To contribute to influence the total patient experience and journey through collaborative working and effective communications with all members of the multi-disciplinary team throughout the hospital
- Report complaints, incidents and accidents in line with the Trust incident reporting process.
- Report feedback from patients on their experiences.

Resource Management

- Work with all members of the multi professional team to continually re-assess and develop the service provided to patients to meet organisational and contractual requirements and to ensure the effective provision of all aspects of clinical care are maintained at a high standard.
- To provide accurate and meaningful information for medical and non-medical staff to ensure that patient processes are designed to maximise performance while reflecting clinical requirements and a patient focused approach

Clinical Governance, audit and research

- Work with a high degree of autonomy in delivering a service within the boundaries of the nursing professional body.
- Support the Ward Manager with the governance framework by ensuring any areas of clinical risk are reported appropriately.
- Take responsibility for developing methods to collect activity data on own practice through liaison with audit teams and to present at relevant governance meetings.
- To seek opportunities and undertake nursing audit projects within Uro-gynae.

- To be fully conversant with the Trust Infection Control Policies, Protocols and Procedures and Risk Management Strategy and associated policies and ensure they are adhered to
- To ensure that an open, reporting and learning culture exists for staff to report incidents and near misses and any remedial action taken to prevent further recurrence.
- Promote professional practice in line with relevant research.

Quality Service Development

- Promote and disseminate relevant research findings to support Uro-gynae clinical practices and education within the clinical areas
- To participate in Trust Organisational Development initiatives as appropriate.
- To encourage and contribute to improvement and innovation in the quality of service delivery and patient care
- To ensure all Trust Policies and Procedures are adhered to and make recommendations on their amendment where necessary

Professional Development

- To be able to undertake a teaching role for the junior doctors and nursing staff once all competencies and assessments have been completed and deemed competent.
- Identify own learning development needs and take steps to pursue objectives, acknowledging the requirement to seek appraisal as part of personal professional development.
- Maintain personal, professional development and clinical competency.
- Demonstrate a continuing process of attaining educational, research, clinical and leadership skills.
- Demonstrate advanced communication skills (completion or recognised advanced communication skills course.)
- Maintain standards of care and identify the need for improvement in current practices.
- Assist in the appropriate audit, research/evaluation of current research findings and disseminate the findings.
- To maintain an environment conducive to learning.

- To ensure that new skills / knowledge acquired through education/ training are utilised to improve service delivery and are shared widely throughout the Care Group.
- Be fully conversant with and work within the N.M.C. Code of Professional and Professional Practice.
- To take every reasonable opportunity to maintain and improve self-development including your professional knowledge and competence.
- To participate in personal objective setting and review, including the creation of a personal development plan.
- Ensure staff are trained to treat patients with respect and compassion and promote the concept of patient centred care as a vital component of practice.
- Provide leadership in clinical practice ensuring an effective learning experience for students.
- Liaise with ward staff and other CNS who offer placements to students and act as a mentor to students.

Professional Conduct

- Adhere at all times to uniform policy
- Conduct oneself in a manner perceived by others as constructive. Ensure that any issues with other staff members are addressed at an appropriate level.
- Adhere to all local, national and NMC guidelines in relation to professional conduct and take the lead in ensuring that local incidents, complaints and issues are dealt with in accordance with Trust policy.
- Be a role model for others to emulate, working alongside colleagues and exhibiting high standards of professional behaviour and dress.

Systems and equipment

- To be conversant in the use of electronic communication systems, personal computer systems, normal office equipment and Trust PAS system.
- To be fully conversant with corporate communication systems to enable their optimum effectiveness
- To have experience of corporate software and general office equipment
- To maintain an IBD database

Decisions, judgements and freedom to act

- Accountable for own professional actions.
- To work with the Care Group Management Team in ensuring services are delivered and targets are met
- To support other CNS in ensuring appropriate systems are in place to deliver effective and efficient services
- Works unsupervised with the ability to manage own time and prioritise workload effectively exhibiting managerial, supervisory and goal setting skills.
- Seeks advice and support for issues that have a wider impact for service across the Centre and organisation.

Communication

- To liaise with managers at all levels.
- Establish effective working relationships with all key stakeholders, both internally and externally.
- Be a role model for others to emulate, working alongside colleagues and exhibiting high standards of professional behaviour and dress.

Physical, mental and emotional demands of the post

- To maintain a patient focus in all Care Group activities
- To travel regularly between RSH and PRH sites to ensure effective delivery of Urogynae care



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"> • RN with current NMC registration • Level 3 safeguarding 	<ul style="list-style-type: none"> • Evidence of degree level studies • Nurse Independent Prescriber • Cannulation and venepuncture • Advanced communication course

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Recent professional development • Working as an effective member of the MDT • Able to work on own and under pressure • Up to date knowledge of current issues in Gynaecology nursing • Ability to assess, plan implement and evaluate the Urogynae patients care according to their individual needs 	<ul style="list-style-type: none"> • Experience in a band 6 role caring gynaecology patients • Participation in audit and research • Developing policies and guidelines • A specialist knowledge of Urogynaecology

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none">• Ability and means to travel between both Trust sites	

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.

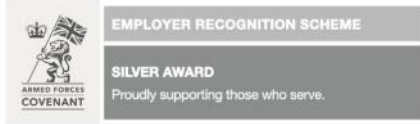
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

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.





The Royal Shrewsbury Hospital

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Getting to The Royal Shrewsbury Hospital

The Princess Royal Hospital

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Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

Getting to The Princess Royal Hospital