

## **JOB DESCRIPTION**

**POST:** **CONSULTANT DISTRICT NURSE**

**LOCATION:**

**BAND:** Band 8b

**REPORTS TO:**

**ACCOUNTABLE TO:** Executive Director of Nursing

### **JOB SUMMARY/MAIN PURPOSE**

The Consultant District Nurse will practice autonomously at an advanced level in the delivery of high quality, safe and effective person and family centred care. The Consultant District Nurse role will blend a significant proportion of direct, higher level clinical care with education, research, service development and evaluation activities. The Consultant District Nurse will work with multidisciplinary teams across organisational and professional boundaries. The Consultant District Nurse will lead and influence service policy development at a strategic level while continuing to provide a strong clinical commitment and expert advice.

The post-holder is expected to lead on the implementation of evidence based practice and lead/participate in research in partnership with academic institutions and other approved authorities.

The post holder will be responsible for providing assurance through to the Executive Director of Nursing for education, research, service development, evaluation activities and professional nursing practice within District Nursing.

The post holder will contribute to the activities of the community of Consultant District Nurses to ensure regional consistency.

The post-holder will work as part of the overall organisational quality strategy fostering a quality improvement approach and providing timely assurance of standards of care/practice against experience, performance and quality indicators.

The post holder will drive improvements in population and public health and wellbeing outcomes across community services and the adult population.

The post-holder will work in partnership to progress the digital agenda within District Nursing services

## **KEY DUTIES / RESPONSIBILITIES**

For each of the following, the post-holder will:

### **EXPERT PRACTICE**

- Provide leadership and expert clinical advice and support to District Nurses caring for people with complex needs across the District Nursing service.
- Practice as an autonomous practitioner demonstrating advanced clinical competence, complex decision making and providing expert advice
- Provide leadership and expert advice in the development of anticipatory care plans for people on the District Nurse caseload in order to avoid inappropriate demand for unscheduled care services.
- Lead on population health and the implementation of evidenced-based public health initiatives to support District Nursing teams to maximise the mental and physical health and well-being of individuals, families and communities across the District Nursing service.
- Lead, develop and support the implementation of core regional standards for District Nursing services and participate in benchmarking local services against comparable local and national services.
- Ensure that information provided by the District Nursing team for individuals, families and carers is appropriate, and is consistent with evidence based practice, policies and guidance.
- Develop and maintain a dynamic expert clinical network for District Nursing services providing expert advice and direction on strategic service planning based on innovation, research and audit, both in HSC Trust and regionally.
- Maintain expertise and advanced professional knowledge, skills competencies through a programme of continuous professional development, research and postgraduate teaching.
- Undertake non-medical prescribing and administration of medication in line with professional guidance and current legislation.

### **PROFESSIONAL LEADERSHIP AND CONSULTANCY**

- Lead developments and innovations in District Nursing practice in collaboration with HSC Trusts, multidisciplinary teams, primary care and other relevant agencies.
- Work in partnership with Approved Education Institutions to lead education, research and practice developments in District Nursing services, working across primary, secondary and tertiary care, locally and regionally.
- Provide effective professional leadership for and contribute to the clinical care governance arrangements including quality and statutory assurance frameworks within the HSC Trust District Nursing service.
- Provide expertise and oversight to the implementation of strategic drivers to modernise the District Nursing Service.

- Lead on the identification of actual and potential risks in collaboration with senior District Nursing managers, and develop clinical guidelines where necessary for improvements in the quality of District Nursing care provided.
- Provide expert advice in the development of quality indicators to monitor and improve safety and quality of care, patient experience and outcomes in the District Nursing service and lead quality improvement initiatives.
- Monitor the quality of service provision against professionally recognised standards of practice.
- Act as an expert District Nursing resource by offering appropriate advice to Nursing and other professions on care practices, delivery, quality improvement and service development.
- Contribute to improvements in digital practice for District Nursing through a partnership approach to facilitate effective practice.
- Participate in the strategic and policy development of the District Nursing Service

## **EDUCATION LEARNING AND DEVELOPMENT**

- In partnership with Approved Education Institutions and other education providers the Consultant District Nurse will lead in the integration of education, research and practice development.
- Maintain an output of scholarly publications and contribute to local, national and international conferences.
- Identify education and learning needs of staff in relation to the care of individuals in the District Nursing service including in-reach to all care settings.
- Identify gaps in education provision and contribute to the development of new programmes of education and learning, facilitating changes in practice and developing the District Nursing service.
- Develop a culture of practice improvement and development and empower staff through promoting professional education, learning and development.
- Maximise opportunities for the provision of education and learning programmes/activities relevant to District Nursing for health and social care staff including under and post graduate learners.

## **PRACTICE & SERVICE DEVELOPMENT, RESEARCH AND EVALUATION**

- Lead and participate in the development, application and the dissemination/publication of practice, service development and research findings and provide expert District Nursing advice.
- Develop research protocols and studies in partnership with internal and external stakeholders or as part of independent research practice.
- Lead, advise, support and develop a research culture within the District Nursing service.
- Critically appraise and synthesise the outcomes of relevant research, evaluations and audits and work with team members in implementing research findings.

## **FINANCIAL AND RESOURCE MANAGEMENT**

- Assist in ensuring the effective implementation of all HSC Trust's financial policies and procedures.

- Ensure the effective management, use and maintenance of all physical assets within their area of practice.
- Ensure cost-effective evidence based prescribing practice in line with HSC Trust non-medical prescribing policies.
- Be accountable for expenditure associated with research.

## **INFORMATION MANAGEMENT**

- Ensure the effective implementation of all HSC Trust's information management policies and procedures.
- Ensure systems and procedures for the management and storage of information meets internal and external reporting arrangements, in accordance with Information Governance requirements.
- Analyse and interpret referral and clinical data for the District Nursing service in order to inform service planning, improvement and development.
- Ensure that effective methods/metrics of measuring service performance standards are developed and implemented and to ensure these are reported correctly.
- Maximise the implementation of e-health and technologies for the District Nursing service

## **MANAGERIAL RESPONSIBILITIES**

- Maintain effective record keeping in line with HSC Trust policies.
- Provide expert advice to support the planning, implementation and management of the District Nursing service
- Identify and review objectives with the Executive Director of Nursing and Community Service Lead and agree an action plan ensuring personal development.
- Participate in the selection and appointment of staff in accordance with HSC Trust procedures.
- Take such action as may be necessary in disciplinary and grievance matters in accordance with the procedures laid down and approved by the Trust.

## **GENERAL RESPONSIBILITIES**

Employees of the HSC Trust are required to promote and support the mission and vision of the service for which they are responsible and:

- At all times provide a caring service and to treat those with whom they come into contact in a courteous and respectful manner.
- Demonstrate their commitment by their regular attendance and the efficient completion of all tasks allocated to them.
- Comply with the HSC Trust's Smoke Free Policy.
- Carry out their duties and responsibilities in compliance with the Health and Safety Policies and Statutory Regulations.
- Adhere to Equality and Good Relations duties throughout the course of their employment.
- Ensure the ongoing confidence of the public in-service provision.

- Maintain high standards of personal accountability.
- Comply with the Code of Conduct for HSC Employees.
- The post holder will promote and support effective team working, fostering a culture of openness and transparency. The post holder will ensure that they take all concerns raised with them seriously and act in accordance with HSC Trust's Whistleblowing Policy and their professional code of conduct, where applicable.
- The post holder will, in the event of a concern being raised with them, ensure it is managed correctly under the HSC Trust's Whistleblowing Policy, and ensure that feedback/learning is communicated at individual, team and organisational level regarding the concerns raised, and how they were resolved.

## **INFORMATION GOVERNANCE**

All employees of HSC Trust are legally responsible for all records held, created or used as part of their business within the {insert name} HSC Trust, including patient/client, corporate and administrative records whether paper based or electronic and also including e-mails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004, the General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

Employees are required to be conversant and to comply with the {insert name} HSC Trust policies on Information Governance including for example the ICT Security Policy, Data Protection Policy and Records Management Policy and to seek advice if in doubt.

For further information on how we use your personal data within HR, please refer to the Privacy Notice available {insert name}

## **ENVIRONMENTAL CLEANING STRATEGY**

The HSC Trust's Environmental Cleaning Strategy recognises the key principle that "Cleanliness matters is everyone's responsibility, not just the cleaners" Whilst there are staff employed who are responsible for cleaning services, all HSC Trust staff have a responsibility to ensure a clean, comfortable, safe environment for patients, clients, residents, visitors, staff and members of the general public.

## **INFECTION PREVENTION AND CONTROL**

The HSC Trust is committed to reducing Healthcare associated infections (HCAIs) and all staff have a part to play in making this happen. Staff must comply with all policies in relation to Infection Prevention and Control and with ongoing reduction strategies. Standard Infection Prevention and Control Precautions must be used at all times to ensure the safety of patients and staff.

This includes:-

- Cleaning hands either with soap and water or a hand sanitiser at the appropriate times (WHO '5 moments');
- Using the correct '7 step' hand hygiene technique;
- Being 'bare below the elbows' when in a clinical environment;
- Following Trust policies and the Regional Infection Control Manual (found on intranet);
- Wearing the correct Personal Protective Equipment (PPE);

- Ensuring correct handling and disposal of waste (including sharps) and laundry;
- Ensuring all medical devices (equipment) are decontaminated appropriately i.e. cleaned, disinfected and/or sterilised;
- Ensuring compliance with High Impact Interventions.

## **PERSONAL PUBLIC INVOLVEMENT**

Staff members are expected to involve patients, clients, carers and the wider community where relevant, in developing, planning and delivering our services in a meaningful and effective way, as part of the Trust's ongoing commitment to Personal Public Involvement (PPI).

Please use the link below to access the PPI standards leaflet for further information.

[http://www.publichealth.hscni.net/sites/default/files/PPI\\_leaflet.pdf](http://www.publichealth.hscni.net/sites/default/files/PPI_leaflet.pdf)

*February 2022*

## PERSONNEL SPECIFICATION

**JOB TITLE AND BAND:** Consultant District Nurse Band 8b

**DEPARTMENT / DIRECTORATE:**

**SALARY:**

**HOURS:**

ESSENTIAL CRITERIA		
<p>The following are <b>ESSENTIAL</b> criteria which will initially be measured at shortlisting stage although may also be further explored during the interview/selection stage.</p> <p>You should therefore make it clear on your application form whether or not you meet these criteria. Failure to do so may result in you not being shortlisted. The stage in the process when the criteria will be measured is stated below.</p>		
Factor	Criteria	Method of Assessment
<b>Experience Qualifications Registration</b>	<p>1.1 Live NMC Registration on Part 1 (ADULT) of the NMC register</p> <p>1. 2Have a minimum of 4 years post-registration clinical experience as a District Nurse caseload holder</p> <p>1.3 hold a NMC recorded Specialist Practice Qualification (SPQ) (District Nursing Pathway)</p> <p>2.1 have completed a Master's Degree or equivalent</p> <p>2.2 hold V300 NMC recorded Non-medical prescribing qualification</p>	Shortlisting by Application Form
<b>Other (e.g. Driving etc.)</b>	<ul style="list-style-type: none"> <li>• Hold a current full driving license which is valid for use in the UK and have access to a car on appointment.</li> </ul> <p><i>'Where disability prohibits driving, this criteria will be waived if the applicant is able to organise suitable alternative arrangements.'</i></p>	Shortlisting by Application Form

<b>Skills / Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to offer an expert clinical opinion within District Nursing Services.</li> <li>• Ability to work within a clinical team and take independent responsibility for the clinical care of individuals on a District Nursing Caseload.</li> <li>• Evidence of: <ul style="list-style-type: none"> <li>➢ Ability to lead a service</li> <li>➢ Ability to author and review clinical guidelines.</li> <li>➢ Experience of performing audit.</li> <li>➢ Flexible approach to service delivery and committed approach to development.</li> <li>➢ Effective communication with individuals, families, carers and colleagues.</li> </ul> </li> <li>• Evidence of experience of participation in undergraduate and postgraduate teaching, education and learning.</li> <li>• Evidence of involvement in and understanding of research methodology and publication of findings.</li> <li>• Evidence of participation in quality and service improvement.</li> </ul>	Interview/Test
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of current nursing practice as applicable to community nursing and management of long term conditions</li> <li>• Knowledge of relevant national strategy/ policy and how this relates to the District Nursing service.</li> <li>• Knowledge of the current professional trends and issues within community nursing and knowledge of current trends within Health Care Services including the commissioning process.</li> <li>• Knowledge of Trust Policies and procedures.</li> <li>• Knowledge of NMC Code, standards and guidelines.</li> <li>• Knowledge of nursing governance principles and practice</li> <li>• Knowledge of Leadership and Quality improvement</li> </ul>	Interview/Test