

JOB DESCRIPTION

POST: ADVANCED NURSE PRACTITIONER IN DISTRICT NURSING

LOCATION:

BAND: 8a

REPORTS TO: Lead Nurse

ACCOUNTABLE TO:

Job Summary / Main Purpose

The Advanced Nurse Practitioner is a highly experienced, expert member of the District Nursing team who provides person-centred care and practices autonomously within their expanded scope of practice. The advanced nurse practitioner will use their expert knowledge and complex decision making skills and will be accountable for the total episode of care for people with undifferentiated and undiagnosed needs.

They will undertake comprehensive health assessments, and will manage a range of illnesses and conditions that present in community settings, such as acute illnesses, exacerbation of long term conditions, palliative and end of life care needs. They will also practice within a framework of Comprehensive Geriatric Assessment and management of frailty.

The Advanced Nurse Practitioner will lead on population health, developing and sustaining partnerships with a wide range of stakeholders. They will also develop networks to influence and improve healthcare outcomes and healthcare delivery, as well as addressing health inequalities. They will educate, supervise and mentor nursing colleagues and other healthcare professionals. The Advanced Nurse Practitioner will contribute to and undertake activities, including research, to monitor and improve the quality of healthcare and the effectiveness of practice.

KEY DUTIES / RESPONSIBILITIES

Direct Clinical Practice

The Advanced Nurse Practitioner will demonstrate the ability to use effective advanced communication and consultation skills. They will use these skills to complete health assessments and support the management of individuals and their families. This includes promotion of mental and physical health and wellbeing, health protection, risk management and support for cultural needs within a climate of mutual trust.

Within the scope of advanced level practice, defined boundaries and supervision requirements, the Advanced Nurse Practitioner will:

- Practise autonomously, using a person and family centred approach, within the expanded scope of practice and the wider health care team.
- Undertake comprehensive assessments including Comprehensive Geriatric Assessment.
- Refer for investigations, make diagnoses, prescribe care and treatment for example those with acute illnesses, exacerbation of long term conditions or review of palliative and end of life care needs.
- Interpret and act upon laboratory and imaging findings. Initiating treatment based on these findings including ventilation initiation and management with interpretation of blood gas analysis.
- Manage complex and unpredictable care events, drawing upon the range of inter-agency and professional resources available.
- Undertake social prescribing to support individuals and their families and carers in relation to their social, emotional and practical needs.
- Assess, co-produce a plan of care and evaluate, with individuals, their families and carers, the effectiveness of treatment and care provided and make changes as needed.
- Support individuals and their families and carers to self-manage their care and promote independence.
- Monitor and report safety, quality and patient experience issues affecting the provision of advanced nursing care delivery.
- Maintain accurate written and electronic records used by the District Nursing Service.
- Think and act decisively in time sensitive situations.
- Provide concise, accurate, information directly to the responsible Medical practitioner for example if a patient transfer is required.
- Provide highly specialised advice directly to colleagues when making a referral.
- Act as a role model and expert professional and clinical resource for the District Nursing Service.
- Effectively communicate complex, highly sensitive, condition related information to individuals, families and carers.
- Be the individual's advocate and negotiate person and family centered care.

Leadership and Collaborative Practice

- Use effective leadership behaviours and qualities associated with the HSC Leadership Strategy to enhance a collaborative, person and family centred learning culture within the District Nursing Service.
- Act as a resilient clinical and professional leader.
- Work across professional, organisational and system boundaries and proactively develop and sustain new partnerships and networks to influence and improve health, outcomes and healthcare delivery systems.
- Engage stakeholders and use high-level negotiating and influencing skills to develop and improve practice, processes and systems.
- Provide highly specialised advice to District Nursing colleagues and other health and social care professionals in relation to population health, quality and service improvement.
- Participate in strategic planning of future quality service development.
- Develop robust governance systems by interpreting and synthesising information from a variety of sources to facilitate/lead the development, dissemination and implementation of evidence-based protocols, documentation processes, standards, policies and clinical guidelines and promote their use in practice.
- Be self-directed regarding own workload and contribute to the effective and efficient functioning of the District Nursing team.
- Be aware of the Trust's complaints policy and their role in the complaints procedure.
- Actively participate in the reporting of, and investigation of incidents that happen within the service including sharing knowledge and learning from these incidents.

Education and Learning

- Continue to keep knowledge and skills up to date by engaging in a range of relevant learning and development activities to improve care and practice such as: reflective supervision, peer review, professional forums, appraisal and personal development planning.
- Educate, supervise, assess and mentor nursing colleagues and others in the District Nursing Service, optimising a conducive learning environment, which includes coaching and preceptorship.
- Advocate and contribute to the development of an organisational culture that supports continuous learning and development, evidence-based practice, quality improvement, career development and succession planning.
- Lead and contribute to Quality Assurance Frameworks, evaluation strategies and

HSC Trust governance structures to inform practice, education and learning.

- Work in partnership to continuously improve person and family centred care in line with the Department of Health Co-Production Guide (2018).
- Identify and address the educational needs of individuals, their families and carers, helping them to make informed decisions and to self-manage their care, in line with the co-produced care plan.
- Network locally, regionally, nationally and internationally and seek opportunities to represent District Nursing on regional groups and develop the Advanced Nurse Practitioner role.
- Act as a mentor for trainee Advanced Nurse Practitioners, providing them with supervision, training and advice.
- Lead the dissemination and implementation of learning from feedback, compliments, complaints, incident reporting and near misses to facilitate the delivery of safe, effective, person and family centred care and services.
- Complete statutory, mandatory and speciality specific practice and education updates in line with NMC revalidation requirements.

Research and Evidence- Based Practice

- Contribute to and undertake activities, including research, that monitor and improve the safety, quality and experience of healthcare and the effectiveness of District Nursing practice.
- Critically appraise the outcomes of relevant research and evaluations and apply the information to improve practice and person and family centred care.
- Lead and contribute to the development of a research culture that supports evidence-based practice in District Nursing Services, through data collection, publications and dissemination of work.
- Contribute to the body of District Nursing knowledge and skills to enhance and extend the practice of nurses and other health care professionals to improve person and family centred care.
- Coordinate and participate in on-going service review and evaluation, including capturing and monitoring patient experience and outcomes.

General Responsibilities

- Contribute to the Trust's overall corporate governance processes to ensure compliance with public sector values and codes of conduct, operations and accountability.

- Lead by example by practising the highest standards of conduct in accordance with the code of conduct for NMC, HSC Employees and the {insert name} Health & Social Care Trust Behaviours.
- Make active contribution to the Directorate's Accountability Framework and performance management targets.
- Lead the further reform and modernisation of services to meet future needs of clients.
- Be responsible for the achievement of standards and targets set for the service both internally and externally.
- Ensure high level of public involvement and involvement of service users and carers in the planning and delivery of care services and to monitor the effectiveness of this engagement.
- Ensure patients / their families and carers receive timely and suitable information and are encouraged to express their preferences about their care.
- Ensure effective management and monitoring of budgets to deliver district nursing services within financial balance.
- Deliver district nursing services within financial balance / planned surplus.
- Contribute to action plans to address underperformance / poor performance where necessary.
- Promote good and effective relationships with staff to ensure a skilled, flexible and motivated workforce.
- Participate in the Trust's appraisal scheme and ensure systems are in place for staff to have their training and development needs regularly reviewed.
- Maintain good and effective staff relationships and morale among staff.
- Delegate appropriate responsibility and authority to the level of staff consistent with effective decision making whilst retaining responsibility and accountability for results.
- Participate in the selection and appointment of staff in accordance with Trust policies and procedures.
- Ensure adherence to all Trust policies and procedures at all times
- Frequently work with statutory and/or task and finish management groups established for specific purposes.

- Provide clinical leadership to the staff within the District Nursing Service and contribute to the ongoing development of a skilled and motivated workforce
- Provide information and quality assurance regarding information and management systems in the District Nursing Service to inform the planning process.
- Work alongside corporate colleagues to inform planning and performance processes.

Human Resource Management Responsibilities

The Trust supports and promotes a culture of collective leadership where those who have responsibility for managing other staff:

- Establish and promote a supportive, fair and open culture that encourages and enables all parts of the team to have clearly aligned goals and objectives, to meet the required performance standards and to achieve continuous improvement in the services they deliver.
- Ensure access to skills and personal development through appropriate training and support.
- Promote a culture of openness and honesty to enable shared learning.
- Encourage and empower others in their team to achieve their goals and reach their full potential through regular supportive conversation and shared decision making.
- Adhere to and promote Trust policy and procedure in all staffing matters, participating as appropriate in a way which underpins Trust values.

General Management Responsibilities

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 the {insert name} Health & Social Care Trust's Raising Concerns 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 {insert name} Health & Social Care Trust's Raising Concerns Policy and ensure that feedback/learning is communicated at individual, team and organisational level regarding the concerns raised, and how they were resolved.

General Requirements

The post holder will be required to:

- Ensure the Trust's policy on equality of opportunity is promoted through their own actions and those of any staff for whom they have responsibility.
- Co-operate fully with the implementation of the Trust's Health and Safety arrangements, reporting any accidents/incidents/equipment defects to their manager, and maintaining a clean, uncluttered and safe environment for patients/clients, members of the public and staff.
- Adhere at all times to all Trust policies/codes of conduct, including for example:
 - Smoke Free policy
 - IT Security Policy and Code of Conduct
 - Standards of attendance, appearance and behaviour
- Contribute to ensuring the highest standards of environmental cleanliness within your designated area of work.
- Co-operate fully with regard to Trust policies and procedures relating to infection prevention and control.
- All employees of the {insert name} Health & Social Care Trust are legally responsible for all records held, created or used as part of their business within the {insert name} Health & Social Care Trust including patients/clients, corporate and administrative records whether paper-based or electronic and also including emails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information act 2000 the Environmental Information Regulations 2004, the General Data Protection Regulations (UK GDPR) and the Data Protection Act 2018. Employees are required to be conversant with the {insert name} Health & Social Care Trust policy and procedures on records management and to seek advice if in doubt.
- Take responsibility for their own ongoing learning and development, in order to maximise their potential and continue to meet the demands of the post.
- Represent the Trust's commitment to providing the highest possible standard of service to patients/clients and members of the public, by treating all those with whom they come into contact with in the course of work, in a pleasant, courteous and respectful manner.

This Job Description will be subject to review in the light of changing circumstances
Consultant District Nurse JD 07-02-2022

and is not intended to be rigid and inflexible but should be regarded as providing guidelines within which the individual works. Other duties of a similar nature and appropriate to the grade may be assigned from time to time.

It is a standard condition that all Trust staff may be required to serve at any location within the Trust's area, as needs of the service demand.

Environmental Cleaning Strategy

The Trusts 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 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 {insert name} Health & Social Care Trust is committed to reducing Healthcare associated infections (HCAs) 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.

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February 2022

PERSONNEL SPECIFICATION

JOB TITLE AND BAND: Advanced Nurse Practitioner District Nursing
Band 8a

DEPARTMENT / DIRECTORATE:

SALARY:

HOURS:

ESSENTIAL CRITERIA

The following are **ESSENTIAL** criteria which will initially be measured at shortlisting stage although may also be further explored during the interview/selection stage. 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.

Factor	Criteria	Method of Assessment
Experience Qualifications Registration	1.1 Live NMC Registration on Part 1 (ADULT) of the NMC register. And 1.2 A minimum of 5 years post registration experience with a minimum of 2 years as a District Nurse caseload holder And 1.3 Hold a NMC recorded Specialist Practice Qualification (SPQ) (District Nursing Pathway) And 1.4 NMC V300 Non-medical prescribing qualification. And 2.1 MSc Nursing – Advanced Nursing practice Applicants who do not meet all FIVE criteria will not be shortlisted for the Advanced Nurse Practitioner in District Nursing.	Shortlisting by Application Form
Other	Hold a current full driving licence which is valid for use in the UK and have access to a car on appointment. This criteria will be waived in the case of applicants whose disability prohibits	Shortlisting by Application Form

	driving but who have access to a form of transport approved by the Trust which will permit them to carry out the duties of the post.	
Knowledge Skills Abilities	<p>Evidence of Clinical Leadership skills.</p> <p>Previous experience of formal/informal teaching of patients and staff</p> <p>Demonstrates a clear vision of the role and service.</p> <p>Ability to initiate, sustain and evaluate change with strong decision-making skills.</p> <p>Knowledge of the key professional issues and NMC guidelines relating to professional practice.</p> <p>Demonstrate understanding of relevant national strategy/ policy and how this relates to the service.</p>	Shortlisting by Interview / Test