

JOB DESCRIPTION

JOB TITLE: Trigger Response / Resuscitation Officer

LOCATION: Mid and South Essex NHS Foundation Trust

DIVISION: Two

DEPARTMENT: Trigger Response / Resuscitation Training

GRADE: 7

RESPONSIBLE TO: Matron for Deteriorating Patients

ACCOUNTABLE TO: Director of Nursing

JOB SUMMARY

To support the safe delivery of clinical practice and guidance to ward and department. Under supervision the post holder will support and implement practise to ensure a high standard and safe level of patient care is achieved.

The post holder carries continuing responsibility for the provision of a highly specialist service which includes the development of trust wide clinical practice, planning, organisation and co-ordination of internal and external training programmes and education, consultation and information resource, undertake research and to lead clinical audit relating to resuscitation and care of the deteriorating patient.

With Support through clinical assessment and intervention avert admissions to critical care, share skills to ward areas and support staff to reduce hospital length of stay.

Is required to attend deteriorating patients, cardiac arrest and trauma calls, functioning as a member of team as necessary.

Identify and undertake initiatives to improve quality of patient care; develop the service and meet the requirements of current standards/legislation.

Maintain a professional profile and develop skills, knowledge and competencies adhering to specific professional Code of Conduct, Trust Policies and Procedures.

Is expected to obtain and maintain Resuscitation Council UK instructor status and to follow guidelines set out by Resuscitation Council UK.

Plan, implement, facilitate and teach all forms of life support internally and externally to diverse range of healthcare professionals.

MAIN DUTIES & RESPONSIBILITIES

1. Communication

Ensure the appropriate, consistent and timely provision of information to both patients and their families.

Provide sensitive and complex information to patient and relatives in challenging and highly emotive environments.

Use highly developed interpersonal skills to break down barriers and develop effective multi-professional collaborative working relationships with out of hour's staff.

Under supervision document accurately details of patient assessment and prescribing in medical notes.

With Support and in collaboration with the medical teams, contribute to the training and development of specific educational programmes in response to identified needs for out of hours staff, eg: cannulation, venepuncture, catheterisation, ECG recording & basic interpretation.

Liaise with professional colleagues to encourage and support multi-professional education and training.

With support and in collaboration with medical teams contribute to training and development of competency based learning programmes for site and ward based staff.

Take an active role in supporting the education and development of members of the multi-professional team through formal and informal teaching sessions.

Provide clinical supervision to all Trust staff and students using professional and specialist knowledge and experience.

Supervise and assess all MEHT staff competencies in resuscitation of adults and / or paediatric patients and report to line managers if any staff do not meet a standard expected for their position.

Provide specialist advice relating to deteriorating patient and resuscitation issues.

To communicate effectively with the multi-disciplinary team to optimise patient care, especially where patients' ability to do so is compromised. Act as a patient advocate.

2. Analytical and Planning

Plan, co-ordinate, facilitate and evaluate core and specialist training on a range of subjects within the field of the deteriorating patient and resuscitation. This includes national and internal training programmes. Also to ensure all clinical and non-clinical staff are trained and assessed in the care of the deteriorating patient and resuscitation techniques to the requisite standard according to MEHT Trust Policy and National Guidelines.

Maintain and develop own professional knowledge and skills by participating in specialist training courses and conferences

Facilitate staff induction programmes such as Foundation Year 1 and 2 doctors and formulate training packages and programmes.

To devise and / or alter PowerPoint presentations for lectures for both internal and external courses.

Assist in the development of clinical guidelines and protocols to facilitate best practice, and optimise patient care and management within the clinical environment

Keep up to date with research findings relevant to clinical practice

Work within and maintain practice according to the professional Code of Conduct, and MEHT policies and procedures.

Develop skills and competence with the aim of becoming a self-directed practitioner working in a variety of clinical settings, directing and supervising management of patient care, including safety of unwell patients.

Contribute to the system for clinical audit in order to evaluate the activity and outcomes of the out of hour's service.

Ensure that clinical practice is in accordance with Trust policies, procedures and guidelines.

Act in the role of investigating officer and investigate clinical incidents
And risk events that occur within the Trust.

Work closely with all relevant bodies to ensure an environment of learning from risk event.

Implement changes to practice and training based on evidence of previous complaints.

Contributes to Divisions Governance Plans.

Responsible for own personal professional development

3. Clinical Duties

Assess, plan, implement and evaluate patient care as an autonomous practitioner in the following situations: -

Adult and paediatric peri-arrests and cardiac arrests following emergency bleep as necessary/available throughout the 24-hour period. Skills required include the ability to direct and lead the team, airway management, basic life support, defibrillation and other Advanced Life Support skills in cardiac and peri-arrest patients, including the delivery of cardiac arrest drugs such as adrenaline, and prescription and administration of IV fluid under Patient Group Directives whilst maintaining optimum patient safety.

Attending Trauma Calls when available as part of the Trauma Team throughout the 24-hour period.

Undertake diagnostic and therapeutic procedures during peri-arrest, cardiac arrest and trauma situations following ALS and ATLS provider / instructor certification, Trust Patient Group Directives and policies and procedures.

To be a non- medical prescriber and prescribe appropriate medications within individual's scope of practice.

Give training to all Trust staff regarding record keeping following trust principles, including the documentation of patient care pathways, management plans and resuscitation events, communication with members of team, patients and relatives, training and advice regarding the Do Not Attempt Resuscitation Policy, Patient at Risk Scoring Systems etc. Also to complete accurate contemporaneous records or advice following the management of the deteriorating patient and post cardiac arrest / resuscitation attempt as required.

Develop skills in order to demonstrate critical thinking, problem solving and decision making skills to prioritise workload.

Perform comprehensive patient assessments with complex underlying physiological conditions.

Participate in the provision of direct patient care, supporting the management of the haemodynamically unstable patient and other appropriate respiratory and organ system support.

Support in the stabilisation and transfer of the critically ill patient to the appropriate environment when required.

Take appropriate action to minimise clinical and non-clinical risks within the trust.

Establish and maintain professional networking relationships between the ward areas.

Identify and act on inconsistencies between legal / ethical principles and local practices and to challenge inappropriate ethical decisions which impact on the patient and the team.

Maintain an environment which actively and consistently recognises the rights of patients and ensure patient confidentiality is maintained, including the safe transfer of patient information and communication throughout the Trust.

To always act in the best interests of the patient.

Ensure adherence to Trust policies and guidelines.

To act as a proactive member of the cardiac arrest team. To deliver safe care within a challenging and changing environment allocating equipment, staff and resources safely and appropriately.

4. Policy and Service Development

Contribute to the development and implementation of specialist protocols and policies within MEHT such as the Patient Deterioration, Resuscitation and Do Not Attempt Resuscitation policies. Assist the team in policy or service change in line with the National Service Framework.

Formulate / participate in clinical audit both internally, such as resuscitation trolley audits, DNAR communication audit and patient observation audits etc. and externally such as NCAA audits using results to improve quality of patient care.

Contribute to the development and implementation of specialist protocols and policies within MEHT such as the Patient Deterioration, Resuscitation and Do Not Attempt Resuscitation policies. Assist the team in policy or service change in line with the National Service Framework.

To act in the role of investigating officer and investigate clinical incidents
And risk events that occur within the Trust.

Work closely with all relevant bodies to ensure an environment of learning from risk event.

Act to resolve issues that contribute to an increased risk assessment and encourage the reporting of all 'near misses'

Implement changes to practice and training based on evidence of previous complaints

Contributes to Divisions Governance Plans

5. Financial and Physical Resources

To ensure the maintenance and safe use of all resuscitation training equipment

To ensure the maintenance and safe use of clinical equipment, such as blood glucose monitor, LUCAS device, ultrasound machine etc.

6. Staff Management

Demonstrate effective leadership abilities to support enable and inspire all members of the multi-professional team in the provision of a safe and comprehensive service to patients throughout the hospital.

Ensure the efficient and effective utilisation of resources within the hospital environment.

7. Information Resources

Input and analyse audit data with effective report writing for dissemination.

8. Effort, Skills and Working

Physical Skills	General physical skills required.
Physical Effort	Physical Effort General physical effort needed in role, all manual handling needs covered through in house training.
Mental Effort	Degree or Diploma in Nursing, undertake all relevant training updates and maintain an up-to-date professional portfolio to support Knowledge skills framework and professional development.
Emotional Effort	Motivated, dependable, team player. Treats people as individuals is polite and caring.
Working Conditions	Hospital wide service provision to all clinical areas and specialities.

This job profile is not a definitive or exhaustive list of responsibilities but identifies the key responsibilities and tasks of the post holder.

The post holder will be expected to perform any other duties or responsibilities as assigned by management, within scope of the role.

KEY WORKING RELATIONSHIPS

Key Relationships:

Will work closely with the Matron, Associate Chief Nurse and Clinicians in embedding the principles of Clinical Governance in order to maintain / improve and develop high standards of patient care, and thereby ensuring that the patients are treated with dignity and respect.

GENERAL STATEMENTS

COMPETENCY BASED APPRAISAL

The post holder will be appraised on an annual basis and the process will include a review of the past year's performance, setting of aims and objectives for the coming year and identification of educational needs.

TRAINING

All staff will undertake such training as is necessary to perform the duties allocated.

EQUALITY, DIVERSITY AND INCLUSION

Mid and South Essex NHS Foundation Trust (MSEFT) is fully committed to promoting inclusion, equality, diversity and human rights in employment and delivery of its services. The Trust is committed to providing an environment where all employees, patients, carers and visitors experience equality of opportunity by means of understanding and appreciating the value of diversity.

The Trust works to eliminate all forms of discrimination in line with the Equality Act 2010, and recognises that this requires, not only a commitment to remove discrimination, but also action through positive policies to redress inequalities.

The Trust actively encourages its employees to challenge discrimination and promote equality of opportunity for all.

Employees of the Trust are required to comply with its policies and values around equality, diversity, inclusion, and human rights.

NO SMOKING POLICY

Mid and South Essex NHS Foundation Trust (MSE) operates a non-smoking policy. The restrictions will apply to patients, staff and visitors alike. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy. If you would like help to give up smoking you should contact your GP or call the NHS Stop Smoking Help Line on 08001690169 to find details of your local stop smoking service.

DATA PROTECTION ACT 2018

All employees are required:

- To ensure compliance with all Trust's policies, and those procedures relevant to the area of work.

- To maintain high levels of confidentiality and information security at all times, complying with the relevant legislation such as the Data Protection Act and the Computer Misuse Act.
- To ensure that the data is of good quality, accurate and relevant for purpose, where any processing of information takes place (paper records or electronically).

CODE OF CONDUCT – For Managers

As an NHS Manager, you are expected to follow the Code of Conduct or NHS Managers (October 2002), observing the following principles:

- Making the care and safety of patients your first concern and act to protect them from risk.
- Respecting the public, patients, relatives, carers, NHS staff and partners in other agencies.
- Being honest and acting with integrity.
- Accept responsibility for your own work and the proper performance of the people you manage.
- Showing your commitment to working as a team member by working with your colleagues in the NHS and wider community.
- Taking responsibility for your own learning and development.

INFORMATION GOVERNANCE

- All staff must be familiar with and comply with the contents of the Information Governance Handbook, a personal copy will be provided at Induction to all staff.
- All staff are required to maintain confidentiality of patient and Trust's information as set out in the Trust's Confidentiality Policy.
- All staff are required to read and comply with all policies that are issued relating to the electronic security of Trust's information.
- All staff who create, access, transfer, modify sensitive Trust's records have a responsibility to be both accurate and timely and ensure that all the information that they record either on paper or electronically is complete.

CONFIDENTIALITY

Your attention is drawn to the confidential nature of information collected and used throughout the NHS. The unauthorised use or disclosure of patient, staff or other personal information is a dismissible offence. The unauthorised disclosure of information could also result in a prosecution for an offence, or action for civil damages, under the Data Protection Act.

All matters relating to patients' diagnosis and treatment, staff or the Financial or contractual position of the Trust are strictly confidential and under no circumstances is such information to be divulged or passed to any unauthorised person(s) under penalty of summary dismissal.

All staff should take particular care relating to the electronic storage and transfer of confidential information. This should only be done in accordance with the Trust's Information Security Policy.

HEALTH AND SAFETY

All employees must be aware of the responsibilities placed upon them under the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to provide a safe environment for employees and visitors.

QUALITY IMPROVEMENT

The Trust embraces quality as the overarching principle for the organisation and aims to nurture a learning culture that gives all our colleagues and service users an opportunity to develop, innovate and improve. Quality Improvement is a core competence for Trust staff, and the post-holder will attend quality improvement training and support improvement initiatives in their area of work, as well as empowering and enabling others in their efforts to improve service and care quality.

INFECTION PREVENTION AND CONTROL

All employees are required to:

- Make themselves aware of their responsibilities for Infection Prevention and Control.
- Co-operate with the employer in ensuring that all infection prevention and control policies and procedures are complied with.
- Maintaining a high standard of infection control practice.

SAFEGUARDING CHILDREN

All employees of the Trust, regardless of the work they do, have a statutory duty to safeguard and promote the welfare of children. When children and/or their carers use our services, it is essential that all child protection concerns are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow the child protection procedures and the Trust's supplementary child protection guidance which is accessed electronically on the Trust's Intranet sites. To ensure you are equipped to carry out your duties effectively, you must also attend child protection training and updates at the competency level appropriate to the work you do and in accordance with the Trust's child protection training guidance.

SAFEGUARDING ADULTS

All employees of the Trust, regardless of the work they do, have a duty to safeguard and promote the welfare of vulnerable adults. When patients and/or their carers use our services, it is essential that all protection concerns are both recognised and acted on

appropriately. You have a responsibility to ensure you are familiar with and follow Trust policies in relation to safeguarding vulnerable adults. To ensure you are equipped to carry out your duties effectively, you must also attend vulnerable adult protection training and updates at the competency level appropriate to the work you do and in accordance with the Trust's vulnerable adult protection training guidance.

LOCATION

You will be based at an agreed location within Care Group (1, 2, 3 or 4)* which is hosted by Basildon, Southend, or Broomfield)*. You will generally be expected to undertake your normal duties at the principal place of work, however, in the course of your duties you may also be required to work at any of the sites within the Mid and South Essex NHS Foundation Trust areas as well as other NHS sites as part of the delivery of the service.

NOTE

These guidelines are provided to assist in the performance of the contract but are not a condition of the contract.

This job description is a reflection of the present requirements of the post and the content may be subject to review and amendment in light of changes and developments.

All Staff will also be expected to abide by the relevant code of professional practice relating to their discipline.

Review date - Yearly

Signed
Employee

Dated

Signed
Manager

Dated

PERSON SPECIFICATION

JOB TITLE:

LOCATION: Mid and South Essex NHS Foundation trust

DIRECTORATE: Local services

DEPARTMENT: Hospital Out Of Hours

GRADE: 7

RESPONSIBLE TO: Matron

ACCOUNTABLE TO: Director of Nursing

REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW TESTED*
Qualifications	Professional clinical qualification e.g. Registered Nurse, State Registered Paramedic, State Registered ODP	NLS instructor or willing to undertake.	
	Resuscitation Council UK Advanced Life Support provider	EPALS or APLS instructor or willing to undertake.	
	Generic Instructor Course or equivalent, or willing to undertake relevant training	Higher teaching qualification i.e. Certificate in education, C&G 7307.	
Knowledge and Experience	Significant post registration experience within a critical care setting such as ITU, Burns ICU, CCU, A&E, Theatres, Ambulance service delivering	Previous Outreach experience	

	resuscitation training and / or practical cardiac arrest management		
	Demonstrable management experience, such as sister / charge nurse level or equivalent	Experience of change management	
	In depth understanding of quality issues and clinical governance		
	Demonstrate an ability to provide and manage high quality patient care provision and presents a professional image.		
	In depth understanding of quality issues and clinical governance		
	Demonstrates underpinning knowledge of developments in resuscitation		
	Use physical skills to perform advanced life support e.g. airway management, cannulation, defibrillation and other ALS skills		
Communication Skills	Effective presentation and communication and interpersonal skills		

	Computer/keyboard skills: Microsoft word, PowerPoint, Access, Excel.		
	Use of multi-media teaching aids		
Personal and People Development	Demonstrate ability to organise and arrange work of self and others		
	Able to work as an effective team member Committed to own and others personal and professional development Remain calm under pressure		
Physical Requirements	Requirement for daily, frequent physical exertion during manual handling of moderate to heavy training equipment, up to 25kg without lifting aids.		
	Sudden effort required in running to cardiac arrests and trauma calls without prior warning, and performing chest compressions during training and in practice sometimes for prolonged periods of time.		

Other	Is required to closely observe advanced clinical skills such as endotracheal intubation, defibrillation and other advanced life support skills during emergency situations with speed and accuracy.	Experience in the organisation, facilitation and delivery of national external courses such as ALS, EPLS, APLS,NLS, ATLS etc	
	Travel to all Trust sites and to external venues on occasion		
	Good health and attendance record		
	Enhanced DBS Clearance		

***Assessment will take place with reference to the following information:-**

A=Application form I=Interview C=Certificate