**JOB DESCRIPTION**

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**Job Details:**

## Job Title: Breast reconstruction Nurse Specialist

**Band: Band 6**

**Location: NNUH**

**Department: Plastic Surgery Directorate**

**Managerially Accountable to: Matron**

**Professionally Accountable to: Matron**

**Job Purpose:**

Support the plastics surgery department in delivering care to patients following breast surgery and considering breast reconstruction after a cancer diagnosis.

To support the delivery of a high quality, safe and compassionate healthcare service, all staff are expected to act as a role model to others in all aspects of their work and consistently demonstrate NNUH’s ‘PRIDE’ values of People focused, Respect, Dedication, Integrity and Excellence.

**Overview of Essential Responsibilities:**

1. Deliver a high-quality Nurse-led service for all patients within sphere of responsibility and to effect the maintenance of a routine which results in an efficiently run Breast Reconstruction Support Service.
2. To communicate and liaise effectively with Consultants, Specialist Breast Care Nurses, Macmillan Nurses, GPs, Waiting List Co-ordinators, administration staff, junior medical staff, nursing staff, patients and relatives.
3. To support the service leads to develop and sustain links with Specialist Nurses working at other Trusts.
4. Develop the specialist micropigmentation skills underpinned by in depth theoretical knowledge to facilitate the assessment, planning and implementation of individualised care for patients requiring areola tattooing.
5. Carry out physical assessment of patients, recognise deviations from the norm and work in collaboration with the surgical team to formulate appropriate treatment plans.
6. To ensure best practice relating to clinical risk management.
7. To ensure patients and carers are given every opportunity to discuss treatment options, risks and benefits, to give adequate information and counselling to enable informed choices to be made and in order that patient anxiety be reduced to a minimum.
8. To manage a selective caseload of patients undergoing reconstructive breast surgery, under the direction of the service leads, arranging appointments for face-to-face contact, to undertake telephone advice and counselling, to identify when specific follow up is required.
9. To ensure patients receive all appropriate written and verbal information relating to their care. To ensure that all information is evidence-based and current.
10. To ensure patient has sufficient information with regards to micropigmentation in order to satisfy consent criteria.
11. To obtain consent for undertaking photographic documentation.
12. Under direction administer topical local anaesthesia, exercising judgement and choice regarding agent and route using knowledge of anatomy, physiology and pharmacology.
13. Demonstrate dexterity and accuracy with regards to the use of equipment.
14. To maintain up to date knowledge in the use of equipment. To include safe operation, safe environment, protection of individuals according to national and local guidelines.
15. To maintain up to date knowledge of breast reconstructive procedures and breast cancer treatments.
16. Utilise specialist knowledge to provide and receive complex information.
17. To participate in outpatient clinics as appropriate.
18. To work closely with own team, Clinical Director, Service Manager and Matron to maintain professional relationships with patients, relatives, and all members of the multi-disciplinary team.
19. To maintain high standards of care by personal example and conduct and be a credible practitioner within the clinical area.
20. To ensure working knowledge of equipment in use in clinical area. To ensure all equipment properly maintained, reporting all repair and service needs.
21. To ensure a safe, clean, therapeutic environment for patients, visitors and colleagues is maintained and ensure that all procedures for infection control are carried out according to Trust policy.
22. To establish and maintain standards of care in accordance with the NMC Code of Professional Conduct and within Trust guidelines and act as a role model for those standards.
23. To plan, deliver and evaluate care to a high standard.
24. Promote clinical activities that give appropriate participation to patients, relatives and other carers in the process of care.
25. To provide the delivery of excellent, responsive and cost effective services in line with Directorate Health Delivery Plans. To uphold and influence professional and Trust values.
26. To contribute to the development of services under the direction of the Service Leads .
27. Under the indirect supervision of the Consultant Plastic Surgeons, the post holder will undertake medical micropigmentation and the follow up of patients in an outpatient setting.
28. To promote physical, psychological and social health of patients undergoing breast reconstruction by regular contact and assessment
29. To manage a selective caseload of patients undergoing reconstructive breast surgery, developing a high degree of specialist clinical skills and knowledge to achieve effective patient care.
30. To work closely with other Specialist Breast Care Nurses to ensure that continuity of care is maintained.
31. Support audit activity relevant to the clinical area and implementation of action plans.
32. To be aware of research findings in order to deliver evidence-based care.
33. To be receptive to the research plans of others and offer support when able.
34. Participate in appropriate research studies under the guidance of the Research and Development/Audit department.
35. Contribute to the documentation of clinical research studies.
36. Demonstrate a commitment to developing research skills within the department.
37. To attend Trust Mandatory training.
38. To educate and advise patients and their carers, and to promote positive health education.
39. To ensure that professional knowledge and competence is maintained in line with NMC requirements and to ensure that educational requirements of Personal Development Plan are met.
40. To undertake any further training that may be relevant to the post.
41. Act as a clinical advisor to the multi-professional team.
42. Participate in the auditing of patients to improve patient pathways and present the data in the departmental multidisciplinary team
43. To participate in ward rounds and the visiting of inpatients on the wards- perfect
44. To be involved in pre and post op care of patients on the wards-perfect
45. To participate in nurse led discharges as directed by the Breast Consultants- perfect

**Line Management/Financial Management Responsibilities:**

1. To act as a resource for support and guidance of staff.
2. To ensure the custody and administration of drugs and therapeutic substances in accordance with legal requirements and in line with Trust policy and to ensure all staff adhere to this policy.
3. Work closely with own team, Matron/Service Manager to promote good working relationships with all members of the multi-disciplinary team.
4. To represent the department and staff at departmental meetings and hospital unit meetings.
5. To ensure that all incidents, accidents or near misses involving patients, visitors or staff are accurately reported and investigated as appropriate. Ensure relevant details are reported to Senior Nurse/Service Manager.
6. To ensure compliance with Trust Health and Safety, Fire, Infection Control, Human Resource and Risk Management policies and are aware of the location of these policy documents in the department.
7. Act within the complaints procedure as required.
8. Act as an ambassador for the Trust in professional and public settings.
9. To promptly report any absence from work due to sickness.
10. To facilitate and undertake risk assessments to maintain the safety of patients and staff.
11. Update the Patient Administration System (PAS) in line with the Trust's policies and procedures on real time data collection and confidentiality.
12. To ensure a working knowledge of the IT systems in use in the department and ensure all relevant data is input.
13. To maintain a database for use in providing support network for women and to facilitate research. Collate and report on workload data. In liaison with Lead Breast Reconstruction Nurse, Matron/Service Manager, contribute to service developments in relation to National Plan/modernisation agenda.
14. In liaison with Outpatient Sister, Matron/Service Manager, contribute to development of Nurse-led initiatives.

**Specific Additional Responsibilities:**

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| **Functional Requirements** | |  | |
| Direct face to face patient contact | Yes | Blood/body fluid exposure | Yes |
| Managing a team who hold professional registrations | Yes | Prevention and management of aggression | Yes |
| Exposure prone procedures (EPP) | Yes | Crouching/stooping or kneeling | Yes |
| Manual handling | No | Frequent hand washing/wearing gloves | Yes |
| Night working/shift work | Yes | Chemical sensitisers | No |
| VDU user | No | Noise | No |
| Driving patients | No |  | Choose an item. |

**Job Specification:**

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| --- | --- | --- |
|  |  | Means of Assessment |
|  | Essential/ Desirable | Application Form/ Interview/Test |
| **Qualifications/training and professional development**  Registered Nurse  Degree, evidence of study at degree level or working towards a degree  Relevant specialist qualification Eg ENB R77 or N92 or N49  Preceptorship and mentoring course  Management training  Counselling training  Counselling qualification or evidence of advanced communication skills | E  D  E  E  D  D  D | AF  AF  AF  AF  AF  AF  AF/I |
| **Experience**  Significant Plastic Surgery nursing experience  Previous management experience  Broad experience across clinical settings  Experience of tattooing or must be willing to undertake training  Knowledge and experience of breast cancer treatments | E  D  D  D  D | AF  AF/I  AF/I  AF/I  AF/I |
| **Skills, abilities and knowledge**  Able to critique research  Experience of change management  Ability to interpret national directions in health care policy  Credible practitioner  Clear understanding of the nursing role within the multi-disciplinary team and the ability to effectively represent the interests of the profession  Ability to lead/implement change  Clear understanding of importance of Clinical Governance  Ability to effectively solve problems  IT skills  Specific knowledge of breast reconstruction techniques | D  D  D  E  E  D  D  E  E  D | I  I  I  I  I  I  I  I  I  AF/I |
| **Attitude, aptitude**  Effective communicator  Demonstrates leadership skills  Highly motivated  Flexible/adaptable  Effective role model, demonstrating NNUH’s PRIDE values of People focussed, Respect, Integrity, Dedication and Excellence  Demonstrates understanding and commitment to Equality, Diversity and Inclusion | E  E  E  E  E  E | I  I  I  AF/I  I  I |

Reasonable adjustments can be considered to support disabled candidates in respect of the requirements of this role.

For information regarding general terms and conditions of employment please ask your line manager or Human Resources.

This job description indicates currently the main responsibilities of the post. It is not a complete list and may be amended and developed as necessary in consultation with the manager and post holder. We would aim to reach agreement on any changes, but if agreement is not possible, the Trust reserves the right to make changes to this job description.