Job Description

Academic Oncology Trials Unit-Clinical Support Services

Job Title: **Research Nurse**

Band: **Band 6**

Reports To: **Senior Research Nurse**

Professionally Accountable to: Lead Research Nurse

Job Statement
The post holder is responsible for the co-ordination of research projects/clinical trials within oncology and haematology.
Key duties and responsibilities are:

- identification and recruitment of suitable candidates to participate in studies
- management and facilitation of studies, ensuring data is correctly gathered and recorded
- co-ordination of the care of patients within the context of the clinical trials
- adherence to ICH GCP guidelines

- when required, support of junior colleagues in the effective management of patients in clinical trials

Communication and Relationship skills

Actively supports patients and their families, communicating difficult and complex information of research trials and standard treatments, enabling the patient to reach an informed choice. Use a variety of methods to aid communication
Demonstrates empathy and compassion toward patients and their families during the course of clinical trials
Develops effective relationships with patients and staff to assist them in making decisions about participating in research trials
Ensures effective communication is maintained between members of the multi professional team involved in clinical trials, ensuring any untoward incidents are immediately reported to the lead investigator
Supports members of clinical trials team i.e. research nurses, clinical trials assistant and data managers in meeting departmental workload priorities
Develops good external relationships with clinical trials units and sponsor companies

Knowledge, Training and Experience

Utilises professional knowledge and knowledge of the research process to give patients detailed information, thus allowing them to make informed choices
Screens patients for clinical trials and obtains informed consent from patients
Follows ICH, GCP Guidelines, working to agreed policy and procedure to ensure the research methodology is reliable
Maintains up to date knowledge in their field of practice and research, ensuring they meet professional requirements
Utilises knowledge and experience to update and teach other members of staff of the research process
Provides specialist advice to patients, families and MDT regarding treatment options and on-going trial portfolio
Accurately and promptly reports serious adverse events to the relevant authorities

Analytical and Judgemental skills

Monitors patients' health and well-being, and informs appropriate personnel of any changes to their condition whilst on the research trial
Utilizes clinical judgement and is sensitive to patients' clinical/psychological status before approaching them for trial consent
Utilises professional knowledge and experience to manage unanticipated clinical situations and ensure patient safety
Resolves problems associated with the day to day running of research trials, including taking first line actions as appropriate to remedy issues
Requests and interprets test results and clinical findings

Planning and Organisational skills

Manages and prioritises own workload to ensure patients receive follow up and investigations at the appropriate time to suit the needs of the patient, service and protocol requirements

Plans and delivers recruitment strategies to ensure trial recruitment delivers to time and target

Provides direct patient care including the undertaking of investigator tests, during the period of the research trial

Assists in the implementation of corporate and nursing objectives for their area of practice

Sets priorities to manage and lead a portfolio of trials at various stages of the research process i.e. setup, recruitment and closeout

Plans care for patients, on-going appointments and treatment

Attends relevant clinics/MDT

Physical skills

Delivers core clinical skills, which include a range of nursing duties to ensure patients' comfort at all times. These may include:

- Administration of medication
- Obtaining venous blood samples/centrifuging/storage
- Closely monitoring /observing trial patients e.g.
  - Cardiac monitoring
  - Pharmacokinetic and biomarker blood sampling
  - Side effects profile reporting

Responsibilities

Responsibilities for Patient / Client Care

Responsible for providing direct nursing care and supervising the well-being of patients during the period of the clinical trial

Responsible for ensuring nursing care standards are upheld

Responsibilities for Policy and Service Development Implementation

Responsible for following trust policy and procedures

Assists in the development and implementation of local policies in conjunction with the department manager

Responsible for adhering to the NMC professional code of conduct and international research guidelines and standards

Undertakes annual appraisal, identifying organisational and professional objectives and development needs

Responsibilities for Financial and Physical Resources

Responsible for ensuring that appropriate supplies are available to support the delivery of direct patient care

Responsible for ensuring equipment within the working environment is maintained and in working order

Responsible for reporting faults with equipment and removing from the clinical area until repaired

.**Responsibilities for Information Resources**

Responsible for providing accurate and timely records on patient care and performance using paper and IT based systems, in accordance with trust policy and trial protocols

Prepares reports and detailed clinical information for analysis

Responsibilities for Research and Development

Promotes the use of audits and research-based studies to evaluate the effectiveness of care interventions

Conducts data collection and clinical trial management in accordance with research guidelines

Assists in the presentation and dissemination of research findings to the relevant clinical teams

Contributes to the development of new practices as a result of evidence-based studies

Freedom to Act

Plans own workload using guidance and policies in accordance with the professional code of conduct and research guidance

Uses own judgement to define day to day work priorities

Effort and Environment

Physical Effort

The post holder will have direct patient contact, delivering direct care in a variety of settings according to patient needs

Frequent requirement for sitting for computer work

Mental Effort

Periods of concentration required to:

- analyse and assess complex study protocols
- produce accurate patient records
- produce accurate and detailed clinical reports

Frequent interruptions to work from phone calls and advice requests

Emotional Effort

The post holder is required to support a caseload of patients through a range of treatments and experiences, many of which can be highly distressing and challenging

Working Conditions

The post holder will work in a variety of settings to deliver care. They are required to maintain close patient contact, which may include the handling of bodily fluids and cytotoxic substances

Carry hospital bleep as required

Other

Although the post holder's primary base would be within academic oncology and haematology, there is an expectation that the post holder will be flexible and responsive to the research needs of the organisation and may therefore be

Person Specification

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	Essential Criteria	**Desirable Criteria**
Qualifications/ Experience	Current Professional Registration Minimum 2 years post qualification experience Experience of working in a specialty with cancer related procedures/care or in clinical research Experience of working autonomously and as part of a multi-disciplinary team Evidence of continuous professional development	Qualification in ICH Good Clinical Practice First level degree Experience of working in oncology/haematology Experience of working in clinical research

Skills/ Abilities	Excellent verbal and written communication skills Able to prioritise numerous competing projects/activities to meet deadlines effectively Good management of own and others time Able to work autonomously, use initiative and make decisions Able to analyse problems and implement effective and appropriate solutions Able to plan and co-ordinate research activities including activities carried out by other members of multi-disciplinary team Demonstrable IT Skills – able to use Word, PowerPoint, Excel and Outlook	Working knowledge of the process of setting up and running clinical trials
Other Requirements	Professional at all times Motivated and able to motivate others Calm and objective Approachable Good interpersonal skills Able to work flexible hours – weekdays 0800-1800	

Organisational Chart

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