

Job Description

Job title	Advanced Clinical Practitioner: Frailty
Grade	Band 8a
Reports to	Matron; Integrated & Holistic Care
Accountable to	Matron, Service Manager, Divisional Head of Nursing and Quality, Divisional Manager
Directorate	Urgent and Integrated Care
Department	Care Group 2 - Integrated and Holistic Care Group

DIMENSIONS OF JOB:

This is a generic Job Description for Nurses, Midwives and Allied Health Professionals working as Advanced Clinical Practitioners (ACP's) within the Trust. Specific responsibilities will vary between specialties; however, all ACP roles will be expected to reflect the Four Pillars of Advanced Practice: Clinical Practice, Leadership, Education of self and others, and Research & Development. Additional department specific tasks & responsibilities can be found after the generic sections.

The ACP role is a cutting-edge role in the field of advanced clinical practice which crosses professional boundaries, undertaking traditional medical roles and leading inter-professional practice. It is a role model of excellence in the delivery of holistic care to patients. The ACP will be able to assess and treat the many varied clinical cases; both acute and chronic. The post holder will provide clinical expertise for developing and enhancing the service, demonstrate advanced skills and competencies and ensure that evidence-based practice is inherent in all aspects of care and treatment. The post holder will demonstrate critical thinking in the safe clinical decision-making process and is required to deliver an advanced level of clinical practice within the field of speciality care. Working within local and nationally agreed protocols and guidelines, the ACP demonstrates the knowledge and skills across the Four Pillars of Advanced Practice. The ACP exercises independent judgement to assess, investigate, diagnose, plan, implement and evaluate the clinical care and management of patients. The ACP will support service delivery and leadership working alongside colleagues in support of the education and development of both nursing, midwifery, allied health professional (AHP) and medical colleagues.

PURPOSE OF JOB:

The ACP has a key working relationship with all members of nursing, midwifery, AHP, medical staff and members of the multidisciplinary team involved in the care of patients.

The ACP is an experienced senior Nurse/Midwife/AHP who has successfully completed formal education at master's level on a recognised ACP programme.

The ACP bridges the professional and clinical boundaries between nursing/midwifery/AHP and medical care often enabling them to take on the role and responsibilities formerly undertaken by medical practitioners. The ACP practices both autonomously and in partnership with the multidisciplinary team under the clinical supervision provided by a Consultant and/or Team Leader

For areas where ACPs cover roles previously undertaken by medical practitioners, The ACP complements the Middle Grade medical rota and the ACP rota by acting as a senior, expert, skilled resource.

The post holder will use collaborative and independent judgement to assess, investigate, diagnose, plan, implement, manage and evaluate clinical nursing/midwifery/AHP and medical care and management of patients. The ACP will take a lead in the on-going assessment, investigations, procedures, treatment and management of patients in their speciality area.

The ACP works within the multidisciplinary team to deliver advanced clinical skills and medical practice, clinical leadership and provides clinical supervision/support and structured teaching and mentorship for

multidisciplinary professionals (including medical staff) to facilitate on-going education, training and development.

The ACP takes a lead on audit, research and development initiating the implementation, evaluation and development of multidisciplinary guidelines and protocols, incorporating current best evidence in consultation with medical and nursing staff for the care of patients across the Trust.

The post holder will promote the concept of clinical governance and facilitate the implementation of the nursing/midwifery/AHP Strategy and work within agreed Trust/Unit protocols and guidelines.

KEY TASKS & RESPONSIBILITIES:

Clinical

- Deliver and participate in the clinical care of patients attending the Trust.
- Prioritises health needs and intervenes appropriately.
- To be professionally and legally accountable for all work undertaken. To practice at an advanced level of professional autonomy and accountability that is within the Trust's policies and that of their professional regulatory body.
- Provide a level of advanced and comprehensive clinical skills, assessment based on a specialist body of knowledge and advanced clinical reasoning skills evidenced at academic level 7.
- To appropriately assess, examine, investigate, diagnose and treat patients, resulting in the safe and appropriate management of patients with undifferentiated, differentiated and complex presentations.
- Ensure patients are informed and consent is gained prior to treatment, investigation and management, as appropriate.
- Take responsibility for the management of patients within own caseload and supervision/development of junior members of the multi-professional team.
- Is able to identify the need for appropriate diagnostic tests and interpret the results.
- To identify and intervene proactively where circumstances contribute to an unsafe environment for patients, staff or relatives and escalate these to the Departmental Risk Lead and/or Consultant Leads for Clinical Governance
- To share knowledge and expertise, acting as an expert resource to others across primary and secondary care, as appropriate.
- Contribute to the development and improvement of systems and processes that facilitate patient flow.
- To improve the quality of the patient experience by identifying and meeting the individual clinical needs of patients, including issues pertaining to child protection and vulnerable adults.
- For those who complete the independent prescribing qualification during their pathway (relevant to role and discipline) the post holder is able to prescribe / de-prescribe medicines for patients as per the legal requirements for their professional regulatory body, National Prescribing Centre and national guidelines and in accordance with the Trust's non-medical prescribing policy and Trust formulary.
- Ability to adapt specialist clinical knowledge and skills to different clinical settings and influence service delivery and patient care.
- To provide specialist advice on patient care to the healthcare team, taking into account all aspects of clinical governance and act as a specialist resource within the Trust.
- Initiates prescribed treatment and medication (where appropriate)
- Screening of patients for the early signs of disease and risk factors

- Responsible for rapidly and continuously evaluating the patient's condition and response to therapeutic interventions and treatment modalities, and modifies the plan of care for optimal patient centred outcomes
- Responsible for both initiating and then terminating an episode of care by either referring on to another agency or by autonomously discharging the patient
- Provides highly specialised clinical advice regarding care.
- Contribute to the review and development of clinical patient pathways to ensure a standardised approach to care.
- Actively implement effective systems and processes for infection prevention and control management and relevant audit within their clinical area.
- Demonstrate dexterity and expertise in physical skills e.g. cannulation, suturing, endoscopy
- Educates patients, relatives and staff as necessary.
- Ensures patients' views are taken into account in the decision-making process.
- Participates in meeting and promoting the health education needs of patients and carers.
- Promotes health through co-ordinated activities and programmes with patients, colleagues and carers where appropriate.
- To maintain up to date patient records in accordance with Trust policy, including the use of the Electronic Patient Records System.

Communication

- Utilise and demonstrate sensitive communication styles, to ensure patients are fully informed and consent to treatment
- Promote, explain and clarify the role of the ACP to the multidisciplinary team and parents/carers, to enhance understanding of the scope of their professional practice.
- Discuss highly complex, sensitive or contentious information with empathy and reassurance with parents/carers using language that aids understanding.
- Effectively communicate with ACP team members, nurses, midwives, AHP's, doctors and other health professionals when discussing emotive, ethical and difficult issues at both personal and professional levels.
- Negotiate sensitively with parents/carers where consent is required for treatment that is vital for the welfare and survival of the patient and where there may be barriers to understanding through fear, anxiety or lack of knowledge, language difficulties or religious beliefs.
- Discuss implications of care options with patients and carers to enable them to make informed decisions sensitively using assertiveness, tact, diplomacy and compassion.
- Communicate sensitively with families who have received sad/bad news.
- Initiate and maintain effective communications with members of the multidisciplinary team to promote the welfare and safety of patients and carers, in accordance with child and adult safeguarding Trust policy.
- Behave in a consistent professional manner with patients and carers, multidisciplinary team members, management and the public.
- Produce precise, accurate and timely records, letters, reports and statements in accordance with the General Data Protection Regulations (GDPR).
- Listen actively and respond appropriately to verbal information given.
- Present and review complex case histories and summarise and formulate management plans on ward rounds.
- Recognise when own or others behaviour is not acceptable and initiate appropriate action.

- Provide constructive feedback to others within the peer group and multidisciplinary team.
- Proficiency in IT skills for completing clinical records, using clinical management programmes and occasional presentations.
- Act as an advocate for patients and offer support to families /carers

Leadership/Organisational Responsibilities

- Work within the multidisciplinary team, with agreed medical, nursing, midwifery, AHP Trust protocols and guidelines.
- Maintain responsibility for own learning and performance including participation in clinical supervision and acting as a positive role model.
- Manage own workload within effective structure.
- Makes operational judgements, manages conflicting views / professional differences of opinion
- Act as clinical leader to support junior colleagues in managing their workload and shift leaders where applicable in conjunction with other clinical leaders (e.g. senior medical staff on duty).
- Work as a member of the multidisciplinary team, sharing in the responsibility for the provision of 7-day, 24-hour clinical patient care.
- Promote and adhere to the principles and practice of clinical governance.
- Demonstrate effective multidisciplinary team working and acknowledge the role of individual team members, ensuring that expertise is seen as a resource within the team and the Trust.
- Contribute to development of local guidelines and standards.
- Utilise a developed knowledge of child protection and vulnerable adult safeguarding procedures.
- Promote and support trainee, new and experienced ACPs as well as others developing or working in advanced and specialist practice roles to maximise their potential in delivery of safe care.

Professional Responsibilities

- Takes a lead role in enhancing nursing, midwifery, AHP and medical practice where appropriate through actively promoting and demonstrating evidence-based best clinical practice.
- Model excellence in nursing, midwifery, AHP and medical clinical practice and demonstrate professional behaviour.
- Work at all times within the code of conduct and standards of proficiency of their professional regulatory body.
- Act as a specialist resource and support for other nurses, midwives, AHP's and junior medical staff.
- Maintain a high standard of clinical competence and professional development through self-education and regular evaluation and joint appraisal by the Senior Team Leader and their Consultant Clinical Supervisor.
- Initiate and participate in maintaining quality governance across organisation.
- Contribute to peer review and supervisory processes.
- Undertake joint appraisals of trainee ACP team members.
- Attend and positively contribute to team meetings.
- Maintain registration with their professional regulatory body
- Maintain professional awareness of developments within nursing/midwifery/AHP

Education, Training and Development

- Undertake statutory and mandatory training as required by the Trust.

- Contribute to the development of nursing, midwifery & AHP knowledge and skills as part of the vision to extend nursing, midwifery & AHP practice.
- Deliver multidisciplinary team education and presentations.
- Use specialist knowledge to actively participate in the clinical and theoretical education, training and support of nurses, midwifery, AHP and medical staff.
- Act as specialist resource to nurses, midwifery & AHPs undergoing courses and training.
- Orientate and support medical staff during induction where appropriate to department.
- Teach and support medical staff, student and newly qualified/less experienced ACP, junior and senior nurses, student nurses/midwives, paramedic trainees, Allied Health Professionals, health care assistants and other staff, as appropriate in the clinical setting.
- Responsible for accessing own continuing education, having achieved a master's Level award including advanced physical assessment, clinical reasoning and independent prescribing (where appropriate).
- Successfully complete resuscitation/life support courses where applicable to role and keep updated as per Resuscitation Council (UK), national & Trust requirements where applicable to the professional area
- Contribute to competency-based learning programmes to enable development and enhancement of clinical skills and role.
- Maintain, advance and develop personal theoretical knowledge, high standards of clinical competence and professional development through self-education.
- Evaluate personal achievement of identified and agreed short and long-term development objectives from personal development plan.
- Maintain own professional portfolio.
- Lead initiatives on ACP / advanced practice staff development and actively participate in clinical supervision where appropriate.

Research, Audit & Quality Improvement

- Lead on data collection for specific local and multi-centre research projects
- Participate in evaluating new equipment.
- Participate in audit, clinical governance and other clinical meetings where the outcomes and recommendations have the potential to improve the quality of care; give case presentations as required and lead on change
- Lead on specific audit cycles to enhance the quality of clinical nursing, midwifery, AHP and medical practice.
- Be aware of the results of mandatory audits, amend own practice where necessary and support change in practice of others.
- Identify areas of own clinical practice that require audit and initiate audits.
- Participate / lead in quality improvement activity with engagement of Trust Quality & Continuous improvement team where required.
- Devise audit tools, analyse data, write reports and present findings to the multidisciplinary team.
- Complete audit cycle by implementing change in practice as required and re-auditing.
- Collaborate on improving quality of healthcare in response to local and national policies and initiatives as appropriate.

Service Development

- Participate in and facilitate the implementation of:
 - Department of Health Clinical Quality Indicators
 - NICE guidelines
 - Trust workforce strategy
- Lead in the development of nurse, midwifery and AHP-led pathways within the Trust.
- Lead on the development of specific guidelines, protocols and standards.
- Contribute to multidisciplinary team guidelines.
- Continue to be proactive in the improvement of the speciality department by enhancing levels of evidence-based nursing /midwifery/AHP and medical practice and the development of guidelines and protocols to ensure high standards of care are consistently maintained.
- Lead on developments within the ACP team as appropriate.
- Proposes and implements service change and policy

Risk Management

- Contribute to clinical risk management and act as a link within the department.
- Complete documentation and gather evidence relevant to clinical risk management.
- Anticipate, recognise and prevent situations that may be detrimental to self and the health and wellbeing of patients or staff.
- Identify, adhere to and participate in the implementation of recommendations and guidelines related to health and safety at work, Control of Substances Hazardous to Health legislation and control of infection procedures.
- Implement actions to be taken in event of an emergency.
- Demonstrate correct moving and handling procedures following Trust protocols and guidelines.
- Adhere to Trust and locally agreed policies, guidelines and protocols
- Promote the concept of clinical governance.
- Ensure all mandatory training requirements are met.
- Ensure good knowledge and skills regarding Domestic Abuse, Vulnerable Adults, Safeguarding, substance abuse and addictive behaviours.

General Responsibilities

- Trust policies and procedure - to adhere to the Trust's agreed policies and procedures.
- To promote and develop the equality of opportunity in accordance with the Trust's Equal Opportunities Policy.
- To protect the confidentiality of information relating to the Trust, patients, staff and other agencies.
- To provide a quality service to internal and external agencies and participate in/develop clinical governance within sphere of responsibility.

Equality and Diversity

- Identify patterns of discrimination and take action to overcome this by promoting diversity and equality of opportunity.
- Enable others to promote equality and diversity
- Support people who need assistance in exercising their rights.

- Monitor, evaluate and adhere to local chaperone policy.
- Act as role model in observing good practice in equality and diversity.

Additional Department Specific Tasks / Responsibilities

- To help establish frailty services and pathways in West Dorset working with DCH and partner organisations.
- The postholder with need to be flexible and adaptable working in various clinical settings which could be both hospital and community based.
- The post holder will have a current, full driving licence.

ENVIRONMENT AND EFFORT

Physical Effort

- Combination of sitting standing and walking
- Work clinically to support staff where they may be bending, pushing trolleys, supporting patients, taking blood samples
- Very occasional physical control of patients may be required.

Mental Effort

- The post holder will be required to concentrate for long periods hours for report writing; attending meetings; patient/client assessment and they must to be able to change from one activity to another with frequent interruptions

Emotional Effort

- Manage emotional and distressed patients and relatives,
- Respond to complaints on a daily/weekly/monthly basis
- Manage any staff dispute.
- Undertake risk management activities

Working Conditions

- Frequent exposure to body fluid and unpleasant odours several times per week.
- Exposure to physical and verbal aggression
- The service will be operational 7 days per week.

1 OCCUPATIONAL HEALTH HAZARD EXPOSURE ASSOCIATED TO THE POST (Please tick as appropriate)					
Patient contact	<input checked="" type="checkbox"/>	Lone working		Working in isolation	<input type="checkbox"/>
Passenger / Client Transport	<input type="checkbox"/>	Exposure prone procedures		Patient Handling	<input checked="" type="checkbox"/>
Strenuous Physical Activity	<input checked="" type="checkbox"/>	DSE user (defined in DSERegs)		Confined Spaces	<input type="checkbox"/>
Night working	<input type="checkbox"/>	Food Handling / Preparation		Working at heights	<input type="checkbox"/>

Working with vibratory tools		Noisy Environment Working		Safety Critical Work
Working with respiratory irritants (including latex)			✓	Please specify Gloves
Working with substances hazardous to health				Please specify COSHH
Other				Please specify

HEALTH AND SAFETY

Under the Health and Safety at Work Act 1974, as an employee, you must take reasonable care for the health and safety of yourself and for other persons who may be affected by your acts or omissions at work. The Act also states that you must not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare.

You are also required to make yourself aware of the Trust's health and safety policies and to report any accidents/incidents.

EQUAL OPPORTUNITIES

Dorset County Hospital NHS Foundation Trust is committed to the development of positive policies to promote equal opportunity in employment. All employees have a responsibility to ensure that they understand the standards expected and that they promote and adhere to the equal opportunity measures adopted by the Trust.

CONFIDENTIALITY

Confidential and personal information related to staff, patients and Dorset County Hospital NHS Foundation Trust must not be disclosed within or outside the place of work, except in the proper discharge of duties.

This job description is an indication of the type and range of tasks that are expected of the post holder, and other duties may be required, in line with the role and the banding. It will be reviewed and amended from time to time in consultation with the post holder to take account of changing organisational need

Scoring & Shortlisting Criteria

Criteria in each section are weighted in order of importance 3 – 1, with 3 being the most important

Each candidate will be scored against the person specification as follows:

- 3 points = fully meets or exceeds the criteria
- 2 points = significantly meets criteria although falls short on minor aspects
- 1 points = partially meets criteria but falls short on key aspects
- 0 points = does not meet criteria

PERSON SPECIFICATION

JOB TITLE:

Advanced Clinical Practitioner

PAY BAND:

Band 8a



DEPARTMENT:

Care Group 2 - Integrated and Holistic Care Group

CRITERIA	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Current unrestricted registration as a Nurse, Midwife or AHP • MSc Advanced Clinical Practice or equivalent qualification • Teaching and assessing/mentorship qualification • Registered Independent Prescriber 	<ul style="list-style-type: none"> • Leadership qualification/course • ALS/ATLS/ETC/APLS/EPALS (as relevant to role)
Experience	<ul style="list-style-type: none"> • Minimum of 5 years post-registration experience • Minimum of 2 years' experience within the speciality • Evidence of ability to work & lead autonomously at advanced practice level • Management of patients with complex needs • Evidence of delivery of training • Clinical Supervision experience • Contribution to audit • Ability to initiate, sustain and evaluate change within a variety of clinical situations 	<ul style="list-style-type: none"> • Management & Leadership experience
Skills & Knowledge	<ul style="list-style-type: none"> • Evidence of continuing professional development • Advanced Clinical Practice skills • Clinical Examination skills • In-depth knowledge of current practice issues • Skills in critical analysis & application of research to practice • Ability to work across professional and organisational boundaries, to negotiate effectively and resolve complex problems • Evidence of good written and oral communication skills including presentations • Able to recognise and analyse complex situations and take appropriate solutions 	<ul style="list-style-type: none"> • Ability and initiative to develop specialist areas of interest
Special Requirements	<ul style="list-style-type: none"> • Flexible approach to shift patterns and service delivery 	<ul style="list-style-type: none"> • Ability to travel to different sites within and external to the Trust (dependent on role)
Additional Department Specific criteria	<ul style="list-style-type: none"> • Advanced communication course (Breaking bad news, DNAR decisions) 	

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Outstanding Care, Outstanding Careers