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| Job Title:  | Senior Specialist Nurse Practitioner*(Agenda for Change Terms and Conditions apply to this post)* |
| Reports to (job title):  | **Operationally**: Service Manager**Clinically:** Nurse Manager |
| Line Manager to:  | Band 6 Outreach Specialist Nurse Practitioner  |
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## Introduction

The post holder will have highly developed specialist skills and advanced knowledge in contraception and sexual and reproductive health, working with the clinical lead, service manager, and nurse manager to ensure the smooth running of the service.

As an autonomous practitioner, undertake independent consultations with patients involving working in the clinical area with routine and specialist clinics, delivering high quality clinical services.

The post holder will be involved in the education and training of other staff and students, and in the updating of clinical standards, quality improvement and audits.

The post holder will be expected to have a progressive attitude and work flexibly across all aspects of sexual health with the condition that these working hours may be subject to change to include late evenings and weekend to be able to facilitate a more accessible service for patients.

The post holder will take on a clinical leadership role to support the outreach team, and will be required to educate, plan, lead and deliver outreach sessions in accordance with the service specification.

**Base Location: Fountains Health Building, with travel across Cheshire West and Chester**

## HCRG Care Group - Cheshire West and Chester Integrated Sexual Health

## We change lives by transforming health and care.

Established in 2006, we are one of the UK’s leading independent providers of community health and care services, working with health and care commissioners and communities to transform services with a focus on experience, efficiency, and improved outcomes. We deliver and transform adult and children community health services, primary care services including urgent care, sexual health, dermatology, and musculoskeletal services as well as adult social care and wellbeing services.

From around 500 locations across England, we support communities of many millions and directly help more than half a million people each year.

Cheshire West and Chester Integrated Sexual Health Service provides free and confidential NHS sexual health services in the Cheshire West and Chester local authority area, including Winsford, Blacon and Ellesmere Port. Our services provide free information and advice on all types of contraception, STI testing and treatment and also HIV clinical care. We are a “Level 3” integrated contraception and sexual health (ICASH) service, combining the medical specialties of Genitourinary Medicine (GUM) and Community Sexual and Reproductive Health (cSRH). Our service is confidential, non-judgemental and for people of all ages, genders, and orientations.

Our vision is to empower all people living in Cheshire West and Chester to enjoy positive sexual health and wellbeing.

Integrated Sexual Health Services provide a range of interventions that enable people to experience healthy sexual relationships.

We require a prevention focussed integrated sexual health service that meets the needs of the local population within the borough and minimises the need for residents to travel out of the area; a service that will continually improve education, prevention, testing, treatment, and support services in response to a changing environment of sexual health and relationship needs.

The service will improve sexual health by delivering a range of interventions across the life course; with a focused direction of travel towards prevention, building resilience and self-esteem, along with consistently promoting healthy choices. The service will provide open and easy access, cost-effective, high-quality provision for contraception and prevention, diagnosis, and management of sexually transmitted infections (including HIV), according to evidence-based protocols.

**Service Staffing (FTE)**



## Key Accountabilities and Duties

**Clinical Responsibilities**

# Key Responsibilities

As a senior nurse, you will need to be dynamic, proactive and be an approachable member of our multi-disciplinary team, ensuring the safe and quality care is driving throughout of clinics.

We have dedicated, experienced, collaborative, and supportive Consultants, Doctors, Specialist Nurses, HCAs, management, admin, and reception teams working to deliver a warm and friendly service.

**As a Senior Nurse and practitioner, you will:**

* Assess and deliver sexual health care for patients presenting with complex health needs from a specialist sexual health perspective and referral to medical treatment and other specialist provision if appropriate.
* Provide comprehensive clinical advice and management of sexually transmitted infections and prescribe treatment according to guidelines. Undertake any follow up action as necessary and close episodes of care for patients in line with service guidelines.
* To ensure the clinic operates with minimum delay for patients and provides the following according to local policies:
	+ Comprehensive Contraception Service including provision of Long-Acting Reversible Contraception (LARC).
	+ Comprehensive Sexual Health Advice, treatment as appropriate and health promotion.
	+ Pregnancy testing, advice, counselling, assessment, and referral where appropriate to Abortion / Maternity services
	+ Screening, counselling, and treatment for sexually transmitted infections (STI) and appropriate referral where necessary.
	+ Consultations involving patients attending clinics disclosing Sexual Assault / Safeguarding adults and children’s issues / Domestic violence.
* Using a holistic approach plan, develop, implement, and monitor specialist care pathways, particularly for patients requesting LARC, to accommodate the sexual health needs of individuals.
* Work with other health professionals in own and other trusts and outside agencies to improve the education and uptake of all methods of contraception, including LARC, to prevent unplanned pregnancy.
* Work with other health professionals in own and other trusts and outside agencies to improve the education to raise awareness of sexual health and the prevention of STI transmission.
* Practice according to own professional competencies and discretion, being guided by local and national policies and procedures.
* To assist medical staff and other clinicians as and when required.
* To provide leadership by acting as a role model for other Clinical Practitioners and provide specialist up to date relevant information to other Health Professionals
* To act as an ‘Instructing Nurse’ / Mentor within the Service for nursing and medical staff and support students and other learners in achieving learning outcomes by providing a learning environment and opportunities.
* Undertake formal presentation / tutorials for professional audiences utilising appropriate computer software (e.g. Powerpoint)
* To ‘act-up’ in the absence of the Nurse Manager

# Education and training development

* To maintain and develop the expert clinical skills and competencies required for the post.
* To attend courses and specialist training at master’s Level or equivalent, as and when appropriate.
* Maintain personal reflective diary of training and development.
* To undertake training in non-medical prescribing and become an independent nurse prescriber within the service.
* To mentor and assess nurses and other professionals from within and outside the service who require specialist training.
* To aid in the induction, mentorship, and assessment of new nursing staff.
* Participate in education programmes delivered by the service including formal specialist teaching programmes for medical and nursing staff and outside agencies.

# Professional Responsibility

* To always adhere to the Nursing & Midwifery Council (NMC) Code of Professional Conduct.
* To report any complaints or breach of Health and Safety regulation to the Lead Nurse / Lead Clinician, including untoward incidents occurring whilst on duty.
* To ensure all local policies regarding issue / administration of contraception and drugs / medicines are adhere to.
* Encourage a high level of safety within the working environment and ensure any risks are identified and reported to the most appropriate person as they arise.
* Ensure prompt / appropriate response during a clinical incident / emergency and report as soon as possible to Lead Clinician and according to Trust / local policy.
* Attend mandatory training according to HCRG care group policies including CPR / Fire / Manual Handling training / Safeguarding Children and Adult Protection training.
* Deal with difficult situations in relation to Safeguarding Children / Vulnerable Adults and act according to local policy and current legislation.
* Completion of relevant documentation, ensuring continuity of care for patients, e.g. Letters to General Practitioner in accordance with Service Protocol.
* Undertake the Trust appraisal / Personal Development Review process and maintain Personal Profile in line with KSF outline for the post.
* Maintain professional registration and appropriate updating for cytology, IUD / IUS / contraceptive implant insertion and removal.
* To undertake any other duties / training that may be required appropriate to the postholder’s position, experience, and competence.

# Clinical Responsibility

* Take a comprehensive sexual / medical history to ensure clear, concise, and accurate clinical picture is obtained and appropriately recorded.
* Use expert knowledge and judgement to ensure clear and accurate clinical diagnosis of normal anatomy is obtained and recorded with the ability to identify differential diagnosis and refer on for further investigation or to specialist medical staff if and when appropriate.
* To ensure that specimen / cytology / blood results are effectively processed according to local policy.
* To provide a sexual consultation in its entirety for male or female patients attending the service within agreed protocols taking account of the complex and sensitive information presented
* To provide advice to specialist practitioners in own service and act as a highly specialist resource to other health professionals.
* To act as Clinical Mentor and Clinical Supervisor within the Service as appropriate.
* Contribute to and develop local Policies and Procedures, particularly within ‘nurse-led’ services.
* Participate in education programmes delivered by the Service, including formal specialist teaching programmes for medical and nursing staff.

## Our Values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don’t translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers, and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there’s only three, but because they are unique to who we are. We care, we think, and we do.

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| **Care** | **Think** | **Do** |
| * Inspire
* Understand
* Communicate
 | * Challenge
* Improve
* Learn
 | * Accountability
* Involve
* Resilience
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## Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company’s employment.

## Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

* Completion of annual information governance training
* Reading applicable policies and procedures
* Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
* Ensuring the security and confidentiality of all records and personal information assets
* Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
* Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
* Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
* Adherence to the clear desk/screen policy
* Only using approved equipment for conducting business

## Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

## Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder’s responsibility to ensure they are both familiar with and adhere to these requirements.

## Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients, and visitors. It is essential to observe fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

## Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

## Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance with the company’s medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company’s medicines policy where appropriate training has been given and competencies have been achieved.

## Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

## General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

## Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy, and it is the responsibility of each employee to contribute to its success.

## Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

## Personal Specification

**KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED**

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| **Education / Qualifications** | **Essential / Desirable** | **Evidence** |
| * Registered General Nurse with current NMC registration (Part 1 of NMC Register Adult/RMN)
 | E | Certificates / Current NMC Reg. |
| * Degree or post graduate Diploma SCQF Level 9/10
 | E | Certificate  |
| * Sexual and Reproductive Health Qualification
 | E | Certificate  |
| * Master’s degree or evidence of working towards
 | D | CV / Certificate  |
| * Non-Medical Prescriber
 | D | V300 Certificate/ Current NMC Reg. |
| * Involvement/experience in research
 | D | CV / Certificate |
| **Background Experience**  |
| * Experience of working autonomously at a senior level within specialist S&RH
 | E | CV and interview |
| * Experience of developing and influencing changing clinical practice
 | D | CV and Interview  |
| **Skills and Aptitude**  |
| * Excellent communication skills
 | E | Interview  |
| * Advanced clinical problem solving and decision-making skills
 | E | Interview |
| * Time management and organisational skills with the ability to prioritise workload and work well under pressure.
 | E | Interview |
| * Ability to facilitate the management of change and delegate appropriately
 | E | CV / Interview / References |
| * Critical appraisal / evaluation skills
 | E | CV and Interview |
| * Car Driver
 | E | Full Driving Licence  |
| * Ability to be flexible, to have flair and initiative and to be able to work in a team
 | E | Interview / References  |
| * Motivated / positive – self directed and committed
 | E | Interview  |
| **Competencies** |
| * LoC Sub dermal Implants
 | E | CV/Letter of competence |
| * Symptomatic screening
 | E | CV/Letter of competence |
| * LoC Intrauterine Devices
 | D | Certificate  |
| * Sexual Health Advising
 | D | CV / Certificate  |