

Job Title:	Bank Sexual Health Nurse Practitioner
Reports to (job title):	Nurse Manager/Operational Lead Nurse (TBC)
Line Manager to:	TBC

Job purpose

The post holder will work across the sexual health service to provide accessible sexual health screening, advice, treatment, contraception, health promotion and counselling within clinic and outreach-based settings as required. Whilst continuing to develop skills, knowledge and experience in sexual health, contraception, and leadership.

The post holder will be expected to work flexibly across all aspects of Sexual Health, Contraception and HIV.

The post holder will be expected to have a progressive attitude and a drive for continual improvement and maintaining personal competency.

Key responsibilities

Provide patient care and skills, knowledge, and competency in relation to sexual health, contraception, including Long-Acting Reversible contraception and HIV. To work as an autonomous practitioner within the various clinical settings and within the scope of clinical competency. The post holder will be expected to supervise and mentor junior staff and nursing/medical students, and to take an active role in the daily leadership and management of the nursing team. Actively participates and leads on audit and quality initiatives.

Professional Responsibilities

- Adhere to Nursing Midwifery (NMC) The Code
- Adhere to HCRG Care Group policies and procedures.
- To offer a high standard of confidential, sensitive, and non-judgmental sexual health care within a clinical setting.

- Assess all patients under the age of 18 years old using HCRG Care Group vulnerability/spotting the signs toolkits and follows HCRG safeguarding policy, if safeguarding concern identified.
- Take responsibility for own continuing professional development and the maintenance of competencies.

Clinical Responsibilities

- Provides patients with informed choice to enable them to consent to care.
- To autonomously undertake clinical skills for both contraceptive and sexual health patients, including history taking, clinical examination, STI screening, microscopy, results interpretation, immunizations and venipuncture.
- Assesses, plans, implements, and provides follow up care for asymptomatic and symptomatic patients, and those with complex sexual health needs including GBMSM (gay, bisexual, and other men who have sex with men), within your scope or practice.
- Provide advice and opportunistic cytology screening as appropriate, according to policies.
- Provide comprehensive holistic assessment of patients' social, emotional, and sexual health needs and initiate follow-up and/or referral as appropriate.
- Provide treatment.
- Undertake Partner notification and escalate to Health Advisor.

Managerial Responsibilities

- Works flexibly according to service needs.
- To undertake triage of patients and refer them to appropriate service/care pathway.
- Takes an active role in the leadership and management of the nursing team.
- Participates and carries out annual appraisals for more junior staff.
- Actively participates and leads on audit and quality initiatives.

Educational Responsibilities

- Demonstrates up to date, evidence-based, professional knowledge in relation to sexual health and contraception.
- Provides evidence-based health promotion and information to patients to ensure informed choice and decision making.
- Promotes and educates patients and external agencies/professionals with regards to sexual Health and HIV promotion, offering PREP, PEPSE, appropriate vaccination schedules, to those who meet criteria. Discussing importance of condom usage and window periods in relation to sexual health screening.
- Demonstrates professionalism and acts as a role model within the service, supporting junior members of the team.
- Supervises and supports new colleagues, medical and nursing students.

- Within 12 months of commencement of post must have completed Loc subdermal implant training cytology.
- Within 2 years of commencement of post must have completed sexually transmitted infections and intermediate qualification.
- Takes on champion role e.g. infection prevention, safeguarding and/or extended role LOC IUD training.
- Revalidates FSRH and BASHH qualifications every five years.

Communications & Interpersonal Skills

- To act as an advocate for the patient through effective communication and support, enabling patients to make informed decisions concerning treatment and care
- To respect cultural beliefs and practices of the local population.
- To work collaboratively, maintaining effective communication with colleagues, other professionals and agencies, to ensure effective patient care.

Health & safety Responsibilities

- Adheres to infection control policies.

Quality & Governance Responsibilities

- Delivers care according to patient group directions or as a non-medical prescriber and adheres to clinical protocols for the management of sexually transmitted infections and contraceptive methods.
- Works according to national and local guidelines when providing patient care, including FSRH, BASHH and BHIVA
- Contribute to audit, research and evaluation of clinical effectiveness and quality improvement
- Participates in clinical governance meetings and annual appraisals.
- Completes mandatory training prior to expiry.

Administrative Responsibilities

- Documents all communication in relation to patient in patient records according to latest NMC recording keeping guidance.

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.

Care	Think	Do
• Inspire • Understand • Communicate	• Challenge • Improve • Learn	• Involve • Resilience • Accountability

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 HCRG's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by HCRG. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

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 Professionals

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 and Safety

The post holder has a responsibility to themselves and others in relation to managing and escalating any identified and emerging risk. Staff are required to be aware of and understand all HCRG Infection Prevention Control (IPC) processes and Policies and Procedures and take part in any IPC audit.

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 strict fire and security precautions at all times and be aware and understand all Health and Safety Policies and risk assessments.

All staff must be confident and competent to report accidents, incidents and near misses so that the service can take actions and any learning can be identified and shared where required both service wide and HCRG wide.

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. Undertake all relevant training in relation to Safeguarding Training and is compliant with HCRG Safeguarding Policies and Procedures

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the HCRG 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 HCRG medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the HCRG 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

Education/Qualification		
• Registered Nurse/Midwifery at degree level.	E	Certificate
• FSRH – Faculty of Sexual & Reproductive Health Diploma or equivalent.	E	Certificate
• STIF Foundation and Gateway.	E	Certificate
Experience		
• Experience working at band 6 or experienced band 5 in a sexual health setting.	E	Application, Interview
• Ability to work under patient group directions (PGD's).	E	
• Working with Key Performance Indicators (KPIs) and Service Level Agreements (SLAs)	E	
• Risk Management Processes	E	
• Teaching and mentorship experience	E	
• IT and clinical systems experience	E	
• Preparation and maintenance of audit systems		
• Patient Engagement/Involvement	E	

Skills/Ability		
Ability to demonstrate a highly skilled knowledge, understanding and ability to apply new research evidence and established theory into clinical practice.	E	
An understanding of how beliefs, values, emotions, culture, social environments and other conditions affect models of intervention and patient participation.	E	
Excellent communication, interpersonal skills both verbally and in writing	E	
Patient record systems experience	E	
Car Driver and business insurance	E	
Ability to be flexible and to be able to work in a team.	E	
Motivated / positive – self-directed and committed.	E	
Education/Qualification		
FSRH LoC Subdermal Contraceptive Implants	D	
STIF Intermediate	D	
Mentorship Qualification	D	
Cytology screening sample taker	D	
Microscopy	D	
Sexual Health Advising experience	D	
Desirable		
V300 Independent Non-Medical Prescriber qualification	D	
FSRH LoC Intrauterine techniques (LoC IUT)	D	
Sexual health Advising	D	
Experience		
Preparation and maintenance of audit systems	D	

Skills/Ability		
Excellent interpersonal skills	E	
Ability to work collaboratively and liaise with other agencies	E	

Employee signature

Manager signature
