

Job Title:	Community Diabetes Specialist Nurse Band 6
Reports to (job title):	Diabetes Nurse Consultant and Clinical Lead for Diabetes Nursing Service
Line Manager to:	Liz Gilbert

Job purpose

The role of the community diabetes specialist nurse (CDSN) is to promote the health and well being of people with diabetes, through specialised advice, education and support enabling them to achieve optimum glycaemic control through informed self-management.

The post holder will act at intermediate level between primary care and secondary care specialist teams to enhance communication links between services to ensure best possible outcome for patient with diabetes.

Base

The CDSN service covers Northeast Hampshire, Farnham and Surrey Heath (NEHF&SH)

SH Base Camberley Health Centre, 159 Frimley Road, Camberley GU15 2QA

NEHF Base Fleet Hospital, Church Road, Fleet GU51 4LZ

This post is responsible for

- Provision of specialist advice, care and education to people with diabetes and those involved in care to maximise best possible outcome for patient
- To act as a specialist resource for healthcare professionals and allied services to access
- To provide structured diabetes education programmes for patients and carers

Key responsibilities

Communication/ Relationships:

To communicate effectively in clear, concise and empathetic manner with patient/relative/carer empowering them to understand and manage the condition

To communicate effectively within healthcare team environment to promote excellence of care

Planning and Organisation:

Accountable for own workload within hours allocated

Accept and triage referrals appropriate to individual needs and services across NEHF&SH

Responsible for reporting, investigation and response to incidents to ensure highest standards of care are met

Patient Care Responsibilities:

Responsible for managing defined caseload of patients using evidenced based Knowledge and experience to create individualised programmes of care

Responsible to assess and review individualised programmes of care

Responsible to refer to other healthcare disciplines as need require e.g social services, dietitians etc

Provision of structured education to patients with diabetes in group setting

Proposed job plan ??????????????????????

Outline of Provisional Job Schedule: ??????????????????????

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
<ul style="list-style-type: none"> • Inspire • Understand • Communicate 	<ul style="list-style-type: none"> • Challenge • Improve • Learn 	<ul style="list-style-type: none"> • Accountability • Involve • Resilience

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.

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 the Company. 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 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 strict 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 within 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

Essential

- Registered General Nurse (evidence of NMC Registration)
- 3 years post graduate nursing experience with evidence of working with people who have diabetes
- Passionate for specialist nursing
- Excellent communication skills
- Good organisational skills
- Ability to work within a team and independently
- Ability to work effectively with challenging and stressful situations
- Ability to show understanding, compassion and empathy to situations
- Computer literacy
- Car Driver

Desirable

- Worked within a community nursing team
- Post graduate qualification in Diabetes or willingness to undertake
- Adult education teaching qualification or willingness to undertake
- Advance Physical/Clinical Assessment qualification or willingness to undertake

Employee signature

Manager signature
