

Job Title:	Advanced Nurse Practitioner (ANP)
Reports to (job title):	Lead Doctor

Job purpose

- The ANP will provide strong clinical practice to ensure the delivery of excellent clinical standards & exceptional patient experience & safety within one of two designated community hospital inpatient wards.
- A credible clinical professional who utilises skills of advanced practice to provide an initial comprehensive assessment with management plan, diagnosis, treatment & discharge (including advance care planning) for patients within the community hospital wards.
- Support with the delivery of all four pillars of Advanced Practice to include clinical practice, leadership & management, education & research.
- To maintain personal accountability for professional and ethical actions and ensure compliance with the standards of professional conduct issued by the Nursing and Midwifery Council
- Work in partnership with medical colleagues as part of the Clinical team in addition to collaborative working with other colleagues both internally & externally as part of the wider multi-disciplinary team
- Supporting the timely management of patients, engaging in forward planning & allocation of appropriate pathways of care in order to ensure the most efficient use of resources and effective continuous patient flow through the services

Key responsibilities

1. To provide expert care, advice and support for patients and their relatives/carers and ensure that advice and point of contact is available throughout the patient's journey.
2. Operate as clinical specialist and expert practitioner in issues relating to the identified area of care, making care of the patient your primary concern.
3. Direct and delegate care, making onward referrals as appropriate, based on accurate assessment and evaluation.
4. Ensure patient consent for assessments, investigations, procedures, treatments and appropriate sharing of confidential information. Complete relevant mental capacity assessments when indicated and best interest decisions appropriately.
5. Undertake assessment, diagnosis, treatment & discharge of patients whilst working within the scope of professional practice. This includes an awareness of personal competence, working within own limitations and seeking advice when required.
6. Complete medical records to reflect the planning & provision of care.
7. Ensure appropriate prescribing & review of medications.
8. Driving quality through developing a culture of continuous improvement and learning, identifying, and embracing change in an ever-changing environment.

9. Contribute to the development of a world class, high performing Clinical team committed to and engaged in the Values of HCRG Care Group
10. Ensure high standards of patient care at all times ensuring that poor practise is challenged, and opportunities for reflection, learning and improvement are maximised as part of a 'Just Culture' and model of continuous improvement.
11. Ensure agreed systems and process are in place to consistently provide safe, effective, high-quality, personalised patient care.
12. Ensure efficient processes are developed and delivered to meet the needs of patients, family members, carers and commissioners.
13. Ensure that the delivery of care in the wards meets the individual needs of all patients.
14. Continuously influence ways of working to improve the patient care
15. Ensure delivery of key performance indicators and targets.
16. Participate in audit & research to advance knowledge & practice.
17. Provide teaching support sessions with colleagues & students.

Working Conditions:

There are two positions:

Sulis Ward St Martins Hospital: full-time post (37.5 hours) Working hours between 8am -8pm over 5 days initially **Mon-Fri inclusive**

John Stacey Ward Paulton Hospital: part time post (22.5 hours) Working hours between 8am-8pm Monday, Wednesday & Friday initially

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

Educational & Qualifications

Degree in nursing

Current professional registration

Evidence of continued professional development

Non-medical prescribing active registration with NMC

Knowledge & Experience

Significant post registration experience across acute and/or community services

Experience in frailty and or urgent care settings

Knowledge & experience of multi-disciplinary team working

Knowledge of evidence-based practice

Experience of working with other agencies

Leadership & management of skills

Skills & Abilities

Ability to assess, prioritise and co-ordinate care for people with complex needs

Ability to make decisions, delegate, take responsibility and work autonomously

Ability to manage time and build efficient working practices

Ability to work under pressure and meet deadlines

Willingness to participate and contribute to staff training

Ability to work in a changing environment

Effective goal problem solving skills

Good interpersonal & communication skills

Job Description

Clinical assessment
Diagnostic interpretation
Good problem-solving skills
Ability to motivate others
IT skills

Other Requirements

Flexible approach to working patterns

Desirable

MSc Advanced Practice
Teaching and assessing qualification
Leadership qualification

Employee signature

Manager signature
