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| Job Title:              | Lymphoedema & Lipoedema Community Clinical Nurse Specialist - Band 6 |
| Reports to (job title): | Tissue Viability Lead Nurse  |
| Line Manager to:        |  |

## Job purpose

To provide specialist adult care to include patients with primary and secondary (non-palliative) Lymphoedema & lipoedema. This involves the assessment, treatment and management of patients with primary and secondary Lymphoedema & lipoedema and to provide education, support and advice for clinical staff including GP's, practice and community nurses.

The below points outline the main responsibilities of the post, in line with HCRG Values.

## Base

Trowbridge Community Hospital

## This post is responsible for

- The post holder will develop through supported education and supervision specialist knowledge, underpinned by theory and experience, and will develop specialised programmes of care.
- Exercise freedom to act with professional autonomy, acting as an expert practitioner demonstrating advanced clinical competence, decision making and knowledge base.
- To accept appropriate referrals for primary and non-palliative patients with lymphoedema needs from members of the Primary Health Care Team, hospital staff, hospice and other professionals, as appropriate.
- Following appropriate education will be able to provide an holistic assessment of the patient, with specific focus on the assessment, treatment and management of lymphoedema.
- To act in an advisory role, using specialist knowledge regarding diagnosis and management of Lymphoedema. This will include advice and support to patients, carers and health care professionals.
- To manage own caseload, including admission and discharge to and from the caseload.
- To formulate and review treatment care plans that promote health and that take account of the patient's physical, spiritual, psychological and educational needs.
- To advise on skin care, treatment and hosiery liaising closely with other MDT HCP members.
- To refer patients on to other professionals, as appropriate.

- To provide manual lymphatic drainage, multi-layer bandaging and other Lymphoedema therapies for patients within the referral criteria.
- To provide the highest standard of evidence based care for people affected by primary and non-cancer secondary Lymphoedema.
- To be a recognised source of clinical expertise within the specialist area of Lymphoedema for multidisciplinary teams within NHS Trust and primary healthcare professionals. This will include the ability to share information at a specialised level, to share with and educate peers within a verbal and written range.
- To undertake skilled and specialist assessment, treatment and management of own caseload of service users. This will include people with diverse or complex presentations.
- To demonstrate highly specialist clinical skills including assessment of complex physical, psychological, social and environmental needs of the service user and liaising appropriately with other specialists involved in their care.
- To demonstrate a high level of knowledge and clinical expertise in the planning and implementation of management programmes including intensive treatment programmes.
- To critically evaluate a service user's response to treatment and adapt management programmes accordingly.
- To promote the health of service users and assist in the prevention of secondary complications for people with Lymphoedema, through enabling and encouraging independence, provision of support, facilitation of advice and information, provision of equipment, education and training.
- To provide prompt assessment and management of Lymphoedema/ oedema and manage secondary complications such as cellulitis.
- Provide advice to health care professionals regarding fundamental principles of Lymphoedema management such as exercise, skincare and assisting patients with compression garments

### **Demonstrating Integrity in all that we do**

- To adhere to the HCRG formulary for wound care and bandaging products
- To access and participate in clinical supervision and other means of professional support.
- Act as a role model to professional colleagues, with regard to the management of patients with Lymphoedema, demonstrating professionalism at all times.

### **Building and Strengthening Partnerships**

- To attend Multi-professional Team meetings.
- To provide clinical expertise and support to other team members.
- To work within the team and communicate effectively within the team.
- Supervise and train junior staff and students.

### **Adapting in a Changing Community**

- To keep up-to-date with new developments and products and incorporate into practice, where appropriate.
- To teach the management of Lymphoedema to patients, their carers and health care professionals.

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

## 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

# Job Description

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 First Level Nurse on Part 1 of the register of the NMC.
- Agreement to work towards certificate of Complex Decongestive Therapy.
- Experience of teaching
- Significant experience in post registration nursing with experience in Lymphoedema.
- Willing to undertake specific training in therapeutic treatments for Lymphoedema management.
- Evidence of on-going professional development.
- Sound knowledge of current issues in Lymphoedema and cancer care.
- Management of budgets such as compression garments.
- Experience working in the community
- Ability to work within a multidisciplinary team.
- Good organisational and time management skills.
- Good interpersonal skills.
- Excellent presentation and report writing skills.
- Excellent clinical skills.
- Excellent communicator.
- Professional commitment and self-awareness.
- Motivate self and others.
- Work without direct supervision and within time scale.
- Demonstrate ability to use initiative.
- Ability to carry own caseload.
- Willing to work in other areas of HCRG as and when required to do so.

### Desirable

- Current certification of complex Decongestive Therapy (Folic, Vodder, Casely-Smith, Leduc or equivalent).
- Experience of Lymphoedema management
- Profiling community needs and targeting identified health needs of population.
- Evidence of innovative and flexible approach to care and the organisation of care.
- Report writing.

# Job Description

- Further training in dealing with difficult situations.
- Willingness to undertake further training in I.T. skills.
- Specific speciality area.

**Employee signature**

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**Manager signature**

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