

Job Title:	Clinical Practice Lead- District Nursing
Reports to (job title):	Head of District Nursing
Line Manager to:	N/A

Job purpose

- Provides clinical support to Registered Nurses and Support workers in the Community District Nursing services.
- To support the triage & prioritisation of the Urgent Community Response Workstream in the District Nursing teams and community hubs.
- Would contribute towards PDR process for colleagues in regards to their professional development.

Key responsibilities

The post holder will support the clinical skills and development of colleagues in practice within the Adult Community Nursing Service by:

- Ensuring colleagues who work in the service, in and out of hours develop sound clinical skills suitable for their level of experience and job role
- Supervision & support of an emerging model to develop the Nurse Practitioner role on the community hospital wards and for clinical colleagues undertaking the non -medical prescribing course (NMP) in the Business unit.
- Ensuring the best possible clinical outcomes by ensuring colleagues use up-to-date skills and adhere to evidence-based policies and procedures.
- Ensuring and supporting clinical governance and high-quality care is maintained across the services
- Facilitating learning in both formal and informal settings in order to support the on-going development of staff in clinical practice Work in a supernumerary clinical role to support and develop staff in and out of hours, thereby maintaining clinical expertise, competence and credibility.
- Communicate effectively with and advocate for patients and their Carers.
- Support peer reviews of colleagues within the clinical teams
- Act as a role model and champion for the community nursing services at all times.
- Promote the use of best practice, inform decision making and ensure a patient/carer centred approach to care and service delivery.
- Develop good working relationships with colleagues both within and external to the service including Head of Community Nursing, Clinical leads for district nursing, DN Team Leaders, Colleagues and Heads of other services, Dorothy House Hospice, McMillian Service at the RUH, GP colleagues etc.
- Use skills such as motivation, negotiation, influencing and change management to support changes to practice in the community nursing services.
- Work alongside the Clinical leads for District Nursing in ensuring community nursing services provide evidence-based care that is safe, responsive, effective and caring

- Support the triage & prioritisation of referrals with an expert focus on the urgent community response work stream
- Foster team working across professional and organisational boundaries.
- Participate in and deliver formal and informal training sessions relevant to community nursing to colleagues in practice, working closely with TLE
- To provide support to colleagues in difficult situations/ offer of arranging debriefing or providing supervision
- To challenge lack of knowledge, skills and/or poor practice sensitively with colleagues to support effective, safe caring and responsive practice in the community nursing services. This may include managing upset, anxious or angry colleagues on a 1-1 basis and effective de-escalation or management of these situations.
- Engage in effective communication with patients, relatives, carers and other agencies directly involved with provision of care, having established links to a range of communication skills to ensure effective communication with those who may be hard of hearing, of ethnic origin or with learning difficulties
- Engage in effective verbal, non-verbal and written communication with all members of the multidisciplinary Team within local environment and other relevant departments including Head of Community Nursing and Members of the Senior Leadership Team Contribute to analysing and collating learning needs including those identified at appraisal reviews.
- Use data from appraisals to inform the training needs analyses, training and development plans and training budget requirements for the community nursing service. Make recommendations on this to the Clinical leads & Head of District Nursing
- Demonstrate clinical decision making skills based on latest evidence, acting as an expert resource of best practice in the community nursing services to support the development of colleague's clinical skills
- Demonstrate clinical decision making skills based on latest evidence, including management of clinical care, identification of risks or potential health complications, changes to medication
- Identify areas where SOP's, guidelines or policies are required and participate in the development of these within the service.
- Work in collaboration with the Clinical Leads for District Nursing and Head of Community Nursing to maintain and project the vision and objectives of the service and ensure that they are embedded in practice.
- Lead by example, by being a visible clinical leader and be responsible for embedding best practice by working in practice with nursing colleagues, providing guidance and training to nursing colleagues in and out of hours to develop clinical skills and knowledge.
- Confidently challenge practice and performance in a supportive way, identifying areas of development and concern, developing action plans to develop nursing colleagues and supporting HR processes and policies as required
- Provide a quality learning environment for all members of staff and students maximising their opportunities for professional development and career advancement via supporting PDR process, providing clinical supervision and working clinically with colleagues/students and other nursing colleagues where required
- Work with the Training and Learning Enterprise to contribute to the planning, implementation and evaluation of education and training within BaNES Community Nursing Services
- Provide information, advice and guidance about education and learning opportunities to any staff member and direct them to other resources where necessary to support their development
- Enable staff to understand their contribution to the organisation, to see development as an opportunity for personal growth and to take an active part in the process.
- Facilitate the teams and individuals to develop and sustain a patient centred, evidence based culture

- Act as a clinical supervisor supporting clinical supervision for community nursing colleagues
- Encourage and share good practice and ensure lessons learned from significant events are shared and used to inform policy / guidelines, highlighting areas of development and recommending necessary actions to support best practice/prevent errors
- Provide training to nursing colleagues on the use of clinical equipment, e.g. pumps, dopplers, bladder scanners, their risks and contra indications, to ensure safe practice is maintained across the services.
- Assist with the implementation of systems, control processes and risk management arrangements to support monitoring of compliance with clinical governance standards and best practice requirements
- Lead on the auditing of training and clinical outcomes for community nursing services
- Lead on the coordination of training and induction for nursing students and return to practice students
- Lead on the development of clinical competencies for all colleagues in the service, including the identification and planning of a skilled workforce based on workforce developments and workforce demand mapping
- Work with the Clinical Leads for District Nursing and Head of Community Nursing to identify clear benefits, goals, and processes for developing ideas, knowledge and work practices, and communicate these effectively within the service.
- In collaboration with the Clinical Leads for District Nursing prepare reports on the skills of the workforce, training provided and future training needs to ensure the community nursing workforce and skills remain up to date
- Identify and support the development of new Standard Operating Polices required to ensure safe, responsive and effective clinical end of life practice
- Regularly review/update any teaching materials used locally to support clinical practice and amend as indicated by evidence, research or guidance
- Be responsive to changing needs within the practice areas in relation to local and national strategies and identify areas of change/improvement
- Support the Clinical leads for District Nursing to develop a quality improvement plan for the service based on, NICE, relevant guidelines, clinical incidents, RCA's, complaints etc.
- Support the use of clinical audit and improvement methodologies to identify areas of development and clinical improvements
- Lead on the auditing of training and clinical outcomes for community nursing services and ensure the feedback and recommendations are carried out
- Identify and lead on opportunities to improve care and quality via research in order to demonstrate safe, effective and responsive service delivery
- Work with colleagues to support best practice for patients who are dying and their families/carers
- Promote the use of best practice, inform decision making and ensure a patient/carer centred approach to care and service delivery.
- Act as a role model to support the development of a culture where colleagues are supported to develop and provide care that is safe, caring, responsive and effective.
- Contribute to the development of information, management and audit systems to ensure quality, prevention of risk and timely and accurate information for clinical decision making and practice.
- Respond promptly to any complaints or concerns of patients, carers or staff within the sphere of work
- Lead on Root Cause Analysis of incidents and other investigations where required
- Contribute to the Quality Accounts by providing examples form the service of good practice, learning and clinical outcomes.
- Informs decision making and ensures a patient/carer centred approach to care and service delivery in the community Nursing Service

- Works autonomously within the clinical setting with colleagues to support the development of their skills
- Works autonomously to develop training, clinical competencies, safe processes and policies/SOP to ensure colleagues have the necessary skills and knowledge to provide high quality care.
- Is responsible for managing own workload, identifying areas of work and agreement of these with Clinical Leads for District Nursing and Head of Community Nursing. This may involve negotiation and influencing peers and senior colleagues.
- Act as a lead for agreed specialist areas such as end of life care, allocation of student nurses within the District Nursing Services
- Identify opportunities to develop/increase partnership working with external provider organisations in BaNES such as the RUH, Independent providers and Third Sector
- To actively work with the Clinical Leads for District Nursing and Head of Community Nursing to identify groups of service users within the local area who may be at risk of isolation and/or have difficulty in accessing end of life care including homeless and Gypsy & Travellers communities
- To actively work with Clinical leads for District Nursing and head of Community Nursing to identify ways in which the service proactively supports service users from a range of backgrounds and who may have a range of health and mental health issues
- Planning and organisation of informal and formal teaching sessions
- Planning and chairing meetings as requested by the Clinical leads or head of Community Nursing, or as part of their workload
- Lead on specific pieces of work including the organisation of priorities within these and how they interact with other work within the business unit
- Planning of own work on a weekly basis including changing of work plans according to demand, urgent issues, concerns, etc.
- Works with colleagues clinically to support best practice, learning and development of colleagues within the community nursing service.
- Provides clinical advice to patients and colleagues when working in clinical practice, referring to specialist services as indicated
- Provides medication including IV's via Piccs, ports or cannulas setting up or recharging of syringe pumps which deliver end of life medications, patches, insulin etc.
- Knowledge and skills of medication commonly administered in community settings, including insulin, PR medication, End of life medication and immunisations
- Ability to administer drugs safely including controlled drugs via a variety of routes including sub cut via syringe pumps, infusions, injection, orally, patches etc.
- If a prescriber - Prescribing of medication in accordance with NICE guidelines, local guidelines etc. and scope of practice
- Is not a budget holder, but influences the priorities in relation to training skills and competencies required to ensure the workforce is equipped to provide high quality care.
- Responsible for ensuring best use of resources in own daily clinical practice e.g. equipment and dressings and supporting others to do so also, through leading by example
- Use of clinical system (System 1) as part of clinical role, including demonstrating to new/current colleagues how to use the clinical system and record keeping
- Development of audits to support evidence-based practice, collation of results and analysis.
- Development of teaching materials – informal and/or formal, in collaboration with TLE
- Ability to undertake simple - complex clinical tasks such as venepuncture, setting up of syringe drivers, inserting sub cut cannulas
- Good keyboard skills and use of mobile working devices in clinical practice

- Ability to travel to people houses throughout BaNES area

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/Registered Nurse.
- First Level Degree or evidence of current and relevant professional development.
- NMC registration.
- Teaching and presentation skills (ENB 998 or equivalent)
- Leadership and/or management course.
- Knowledge of supporting complex patients in the community who present with a range of long term conditions/co morbidities/are palliative/end of life.
- Knowledge of local, national, strategic and operational policy developments and an awareness of the implications of the same in relation to District Nursing.
- Knowledge of legal issues relating to the care of people such as Data Protection Act, Adult Protection procedures, Self Neglect and the Mental Capacity Act.
- A minimum of 2 years' working in a senior community nursing role within a community setting.
- Experience of coaching and supporting staff.
- Experience of working with people with long term conditions.
- Experience of working in multidisciplinary teams.
- Experience of providing clinical leadership to colleagues.
- Working proactively with staff in implementing innovative clinical practice.
- Leading staff appraisals, inductions, mentorship and preceptorship.
- Ability to challenge practice if required.
- Experience of helping others to develop their skills.
- Experience of providing informal teaching sessions to individuals/small groups.
- Experience of using critical thinker/ability to analyze to identify gaps in practice and recommend change.
- Excellent verbal and written communication and interpersonal skills.
- Empathetic approach to patient care.
- Demonstrable leadership skills and understanding of leadership style.

- Ability to work well in stressful situations.
- Able to demonstrate organisational skills and effective prioritisation of workload.
- Problem solving and positive attitude to change.
- Able to produce accurate assessments.
- IT skills: able to produce reports and tables as required and use email system.
- Knowledge of mandatory and priority training requirements.
- Able to work upon own initiative and under pressure.
- Ability to make changes to planned activity, sometimes immediately.
- Able to work flexibly in relation to covering hours and location as the community nursing service provides care 24/7.
- Hold a UK Driving Licence and be able to access reliable transport for the purposes of the post.

Desirable

- Care of the Older person course or similar Recognised Relevant training in end of life care.
- Leadership qualification or experience in a leadership role.
- Recognised teaching qualification.
- Demonstrable experience of change management.
- Experience of clinical audit and/or other service improvement methodologies.
- Experience of providing clinical supervision.
- Knowledge, Skills & Abilities.
- Long term condition modules.
- Knowledge of Research and Quality Improvement Methodologies.
- Experience of working across organisational and professional boundaries in order to improve care.
- Experience of managing difficult situations and negotiating solutions to enable appropriate care and treatment for people supported by the service.
- Experience of providing clinical leadership to colleagues in the community nursing service.
- Experience of implementing wide spread change in the service.
- Experience of using clinical audit and/or other service improvement methodologies to improve care provided in the service.