

Job Title:	Sexual Health Outreach Nurse
Reports to (job title):	Nurse Manager
Line Manager to:	N/A

Job purpose

To work effectively as part of a multi-disciplinary team to deliver high quality contraception and sexual health service to young people/vulnerable adults and all ages in line with excellent clinical practice both in non-clinical outreach setting i.e. College, Schools, and the Young Persons Clinics, as well as our sexual health hubs.

Base

Your base location will be the site closest to your home address. This could be Oldham, Rochdale, or Bury. However, this is an outreach post which is community and clinic based, there would be an expectation to cover across all three boroughs, therefore a driver's license and access to own car is required.

Outline of Provisional Job Schedule:

Post holder will work 37.5 hours across Oldham, Rochdale, and Bury, working Monday – Friday with occasional Saturdays and late evenings. No Bank Holidays. Working hours can be flexible and negotiated throughout the working week, whilst also considering the needs of the service.

Key responsibilities – once appropriate training has been completed

- Adhere to Nursing and Midwifery Council (NMC) and HCRG policies and procedures, keeping up to date on the latest developments and changes.
- To contribute towards reducing unintended pregnancies, sexually transmitted infections and achieving other sexual health targets.
- Provide information on contraception and sexual health to enable service users to make informed decisions about their sexual health.
- Issue / administer hormonal methods of contraception and treatment for sexually transmitted infections (STI) using patient group directions (PGDs) in accordance with HCRG and national guidance.
- Undertake screening/testing for sexually transmitted infections (STI) including venepuncture and point of care testing kits and manage results.
- Undertake pregnancy testing and support clients with pregnancy choices and subsequent relevant internal and external client support services and referral mechanisms.
- Undertake genital examinations and perform testing, obtain swabs and specimens as appropriate and manage results. This will include cervical screening.

- Participate in promotional activities and work with the educational team.
- To be aware of safeguarding issues and comply with the HCRG guidelines and policies.
- To be conversant with the issue of confidentiality and consent.
- Maintain clinical competencies through contraception/sexual health clinics, and be flexible to service needs.
- To develop and maintain robust systems of data recording. Maintain accurate and legible records of work and provide necessary reports and statistics as required.
- To undertake brief interventions opportunistically or planned during client consultations in accordance with the public health agenda.

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	• 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 with 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.

Job Description

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

- RGN/RM or relevant Nursing qualification
- Experience of working in a multidisciplinary team
- Ability to work in a warm, sensitive, non-judgemental manner within an equal opportunities framework
- Ability to work independantly
- Ability to network and build sustainable working partnerhips with other agencies
- Ability to organise own time, keep good medical records and support systems monitoring clinical activity and performance
- Understanding of the law and guidance relating to advice and treatment to young people and vulnerable adults
- Experience of working within a safeguarding framework with vulnerable at risk clients
- Evidence of ongoing relevant CPD

Desirable

- Previous experience working in sexual health as either a Band 5 Nurse, Student nurse, or Healthcare Assistant
- Mentorship, teaching, or assessment qualification
- Ability to work towards contraceptive choices and Long-Acting Reversible Contraception (LARC)
- Recognised qualification in Reproductive and Sexual Health or willingness to work towards
- Sexually Transmitted Infections Foundation (STIF) course or willingness to work towards

Other requirements:

- Flexible
- Positive attitude
- Enthusiastic
- Able to work independently and as part of a multidisciplinary team
- Car driver, with access to own vehicle

Job Description

Employee signature

Manager signature
