

## JOB DESCRIPTION

<b>Job Title</b>	Palliative Care Clinical Nurse Specialist	<b>Salary</b>	Band 6
<b>Responsible to</b>	Clinical Nurse Specialist Team Leader	<b>Department</b>	Care
<b>Hours</b>	Part-time (30 hours per week)	<b>Working hours</b>	Monday to Thursday, 8.30am to 5.00pm (with an hour lunch break)
<b>Locations</b>	North Devon Hospice, Deer Park, Newport, Barnstaple, North Devon EX32 0HU North Devon District Hospital, Raleigh Park, Barnstaple, North Devon EX31 4JB		

### Job Purpose

To provide high quality specialist palliative nursing care, skills, advice and support to patients, relatives and carers. To act as a resource to members of the Acute and Primary Health Care Teams, the North Devon Hospice multidisciplinary team and other teams, agencies and individuals. To manage a specialist palliative care nursing caseload. To engage in the full range of activities consistent with the role of a Clinical Nurse Specialist.

### Job Summary

The post holder will be part of a team of hospice Clinical Nurse Specialists providing a specialist nursing service to patients with cancer and other progressive and/or life-limiting illnesses across the North Devon community and acute settings. The post holder will normally work within a clearly defined geographical area or Hospital setting. He/she will be expected to provide cover for colleagues during periods of absence and/or to manage a variable caseload as directed by the Clinical Nurse Specialist Team Leader. As a Clinical Nurse Specialist the post holder is not directly supervised and is responsible for his/her own professional actions.

### Overall Aims of the Post

- To take responsibility for the management of a specialist palliative care nursing caseload in the community or acute setting.
- To demonstrate clinical excellence and the highest standards of nursing practice within the field of specialist palliative care.
- To deliver evidence based, patient-centred, empowering holistic care.
- To contribute to ensuring that a co-ordinated and comprehensive service is provided for patients receiving palliative care.
- To provide specialist advice and education to other professional colleagues and a variety of learners in different environments.
- To be fully involved in the corporate and professional life of North Devon Hospice and Northern Devon NHS Trust

### Main Responsibilities (Clinical)

- Enter into appropriate caring and sensitive therapeutic relationships with patients, families and carers, ensuring that the specialist nursing care offered is client-centred, needs-led and evidence and research based. Adopt a health promoting and empowering approach to the care of patients, relatives and carers as appropriate.
- Participate in the North Devon Hospice referrals management processes.
- Carry, prioritise and effectively manage a specialist palliative care nursing caseload. Participate in regular caseload reviews with immediate team member colleagues, the Clinical Nurse Specialist Team Leader, the Consultant in Palliative Medicine or Deputy and other members of the multidisciplinary team.
- Assess complex needs, and, in liaison with members of the acute primary health care teams and others as appropriate.

### **Main Responsibilities (Clinical)**

- Plan and implement specialised individual programmes of care. Evaluate the effectiveness of these with the patient and other members of the wider nursing and multidisciplinary team and propose changes in the management of care as appropriate
- Participate in effective team, multidisciplinary and multi-agency working by utilising appropriate communication skills. Play a key part in the provision of integrated care services provided by North Devon Hospice.
- Participate in the processes of audit, clinical governance and the setting and monitoring of standards for the North Devon Hospice/Northern Devon NHS Trust specialist palliative care nursing service. Specifically, participate in the production and implementation of an annual programme of clinical audit/research activity focussed on the provision of a specialist palliative care nursing service in North Devon. Develop and demonstrate a knowledge of research skills consistent with the role.
- Act at all times within the NMC Code of Professional Conduct.
- Demonstrate the highest standards of nursing practice consistent with the role.
- Undertake non-medical prescribing within your scope of professional practice
- Ensure that confidentiality of information is maintained at all times.

### **Key Responsibilities (Organisational)**

- Be aware of, and comply with all manner of North Devon Hospice/ Northern Devon NHS Trust policies, procedures, protocols and guidelines including those relating to Health and Safety, Lone Working etc.
- Contribute to the production of, and adherence to a range of standards, policies, procedures, protocols and guidelines that relate specifically to the provision of a specialist palliative care nursing service.
- Be aware of, and ensure adherence to all and any legislative and best practice measures that apply to nursing in the community and acute environment. Report all complaints, accidents and untoward incidents as necessary.
- Input patient/client data into the patient's electronic record within the agreed time standard. Maintain patient activity statistics and compile reports as requested.
- Give, and receive clinical supervision at a level of sophistication consistent with the role. As competent, undertake the role of mentor to identified individuals.
- Deputise for, and represent the Clinical Nurse Specialist Team Leader as required.

### **Key Responsibilities (Education)**

- Participate in the development, implementation and review of North Devon Hospice programmes of education and contribute to the local learning strategy within and for specialist palliative care at a level consistent with the role.
- Work alongside a variety of colleagues in different teams to identify needs and provide education as an integral part of clinical practice.
- Within the context of the role of a Clinical Nurse Specialist, act as a skilled educator who is able to advise patients, families and multi-professional colleagues appropriately.

### **Key Responsibilities (Professional)**

- Maintain live registration with the NMC and comply with all standards and guidelines set by them.
- Keep personally updated with current research and clinical practice in specialist palliative care with particular emphasis on the evolving role of the Clinical Nurse Specialist.

### **Additional Information**

- To attend statutory training in accordance with Hospice requirements.
- To participate in an annual development and review process.
- Adhere to all organisational policies and procedures.
- Actively participate in the hospice/Trust risk management process in order to help safeguard the welfare of patients, visitors and staff and to take responsibility for reporting risks and managing risks as appropriate.
- All staff are responsible for ensuring that they follow good infection control practice at all times and that they are familiar with infection control policies, procedures, and guidance relevant to their area of work.

**This role description is not an exhaustive statement of the scope of the job and the post holder may be required to undertake other duties commensurate with their band. The Job Description will be reviewed at least annually in consultation with the post holder.**

June 2018