

JOB DESCRIPTION

POST:	Trainee Advanced Clinical Practitioner
DEPARTMENT:	Emergency Department
DIVISION:	Emergency Care Village, Wythenshawe Hospital
GRADE:	Band 7 throughout training period
HOURS:	Full time / 37.5 hours
RESPONSIBLE TO:	Clinical Accountable to Consultant Speciality Lead, Consultant Nurse
LIAISES WITH:	Patients/Families/Carers, Clinical Service Lead, Deputy Chief Nurses, Consultant Medical team, Divisional General/Directorate Managers, Medical Directors, Risk Management, Ward and Department Clinical teams, Multidisciplinary team, Students, Community Health and Social Care teams, GP's, Higher Education Institutes (HEIs), Research and Development Directorate, Clinical Audit, local Clinical Governance teams
WORKBASE:	Wythenshawe Emergency Department & Urgent Treatment Centre

JOB PURPOSE

The post holder will undertake a 2-year Masters Programme in Advanced Clinical Practice to enable them to work towards independent, autonomous clinical practice as an Advanced Practitioner during training.

The post holder will be allocated a medical supervisor and Senior Nurse/AHP/Pharmacist mentor to ensure successful achievement of the clinical skills required to fulfil the role of Advanced practitioner. The trainee will be identifiable in their new role as an Advanced Clinical Practitioner in training.

As part of the training programme the post holder will be released for at least 2 days per week for study / placements required to successfully complete the programme. On completion of the 2-year programme, the post holder will exercise advanced clinical expertise, levels of judgement, discretion and decision making in clinical care demonstrated through the Trust advanced competency framework, whilst maintaining a professional portfolio. The post holder will provide advanced clinical skills and advice demonstrating a sound understanding of the issues related to the identification, assessment, diagnosis, treatment and management of the client group. S/he will monitor and lead improvements to standards of care through, supervision of practice, clinical audit, evidence-based practice, teaching and supporting professional

colleagues and the provision of skilled professional leadership. The post holder will lead the implementation of relevant research into practice contributing to the further development of the evidence base through research and audit. The post holder will contribute to clinical governance within the service by leading audit and research as part of the MDT within the area of expertise

MAIN DUTIES & RESPONSIBILITIES

Under supervision during training the trainee will:

- Exercise advanced clinical expertise, levels of judgement, discretion and decision making in clinical care demonstrated through Trust advanced competency framework
- Provide advanced clinical skills and advice demonstrating a sound understanding of the issues related to identification, assessment, diagnosis, treatment and management of the client group.
- Monitor and lead improvements to standards of care through supervision of practice, clinical audit, evidence-based practice, teaching and supporting professional colleagues and the provision of skilled professional leadership
- Lead the implementation of relevant research into practice contributing to the further development of evidence base through research and audit
- Contribute to the Clinical Governance agenda within the service by leading audit and research as part of the multi-disciplinary team within the area of expertise
- Act in accordance with the relevant Code of Professional Conduct

Leadership, Management & Consultancy

The post holder will be expected to:

- Contribute and lead the development of MDT/team objectives for the area of expertise.
- Act as a role model of standards of behaviour and professionalism, through commitment to the integration of policies and procedures within role and workplace.
- Contribute to local and regional clinical networks and speciality specific groups, working in partnership with other key professionals.
- Analyse relevant local, regional and national policy, within area of expertise, advise on impact for service, leading the implementation of changes and evaluation of processes in partnership with the MDT.
- Maintain professional registration and practice through CPD.
- Maintain personal standards of conduct and behaviour consistent with Trust and associated Regulatory Body guidelines.
- Allocate, coordinate, monitor and assess own workload and that of individuals or the service, ensuring resources are deployed appropriately.
- Take a proactive role in shaping the development of current and future service pathways, whilst engaging with appropriate internal and external stakeholders.
- Demonstrate fiscal awareness by ensuring the appropriate use of resources in order to meet service/client's needs.
- Participate in the implementation and delivery of the standards set within the Trust's Quality Strategy.
- Promote, champion and actively participate in key Trust initiatives.
- Recognises and acts as an advocate for patients, carers, service and organisation.
- Improve practice and health outcomes using best practice standards and quality improvement processes/ models.

Clinical Practice

- Successfully complete the Masters of Advanced Clinical practice, incorporating Non-Medical prescribing qualification
- Assess, diagnose, plan, implement and review programmes of evidenced based care for the client group.
- Utilise advanced clinical reasoning skills and assessment techniques:
 - Identify the problem / diagnose
 - Set appropriate treatment aims and objectives with patient
 - Competently plan and carry out realistic programmes of investigation and treatment using best practice based on best evidence
 - Revaluate programmes of treatment accordingly to assess impact and outcome
 - Relate findings to presenting pathology
- Undertake advanced skills appropriate to role, ensuring clinical competencies are maintained in accordance with the Trust framework for advanced practice.
- Provide advice, information and support to Trust staff caring for specific client group.
- Provide advanced knowledge advice and support to client group.
- Identify local, demographic, cultural and environmental factors that influence the health and quality of life for client group.
- Contribute to the coordination and effective management of the admission and discharge process.
- Incorporate advanced practice, in line with the framework of the Trust and associated Regulatory Body.
- Ensure that child protection and vulnerable adult legislation is adhered to within own practice and service.
- Lead on the development of/ evaluate policies/guidelines/protocols for advanced and specialist clinical practice and take responsibility for updating and monitoring policies/guidelines/protocols specific area of expertise.
- Demonstrate a visible clinical profile, providing expert advice and demonstrating high levels of clinical competence in the delivery of patient care as directed by the Clinical Service Lead.
- Prepare accurate and concise reports both verbally and written.
- Communicate the needs of the client groups effectively within the MDT and the Trust.
- Deploy effective communication strategies to ensure that information and knowledge is imparted sensitively according to the needs of patients, staff and students in training.
- Continually review and evaluate own role and clinical practice informing the annual review process with the Clinical Service Lead.
- To act as a non-medical prescriber in line with Trust policy and Regulator Body guidance, ensuring prescribing activity is based upon evidence based best practice.
- Be an active member of relevant Trust committees and groups contributing to developing/ implementing local/national strategy.
- Plan and manage own workload and the workload of the service, in a flexible manner, ensuring that service provision meets the needs of clients. Keep relevant records and submit reports in a professionally acceptable manner.
- Promote a positive relationship with all stakeholders within the service. Contribute to the clinical governance process, including adverse incident reporting/investigation and the management of complaints, as appropriate.
- Collect and collate data as required by the area of expertise in order to inform internal and

external professional and operational bodies.

- Relate complex communication processes to individual situations.
- Be involved in peer review of own practice and that of others

Education & Development

- Develop and deliver specific and relevant specialist teaching activities for all disciplines and grades of staff, client group and carers within the Trust in relation to their area of expertise.
- Review and evaluate all teaching programmes and lead on/contribute to the development of new programmes when a need is identified.
- Identify own development needs in line with service requirements within personal development plan whilst using the Trust Advanced Practice Framework and Regulatory Body requirements.
- Maintain and develop the specialist skills and knowledge required whilst working at an advanced level through reflective practice, attendance of Trust mandatory training, appropriate in-service training, informal teaching and relevant local, regional and national educational activities.
- Ensure personal, peer support and clinical supervision needs are met.
- Act as mentor and resource person for all trainee Advanced Clinical Practitioners within your clinical area as appropriate.
- Provide clinical supervision both within and external to the organisation in order to support development of individuals and practice.
- Ensure mentorship training is updated annually.
- Ensure clinical environment is conducive to supporting the education and learning of all staff. Provide an environment that encourages client-centered involvement where clients are facilitated to ask for help, advice and education.
- Attend and aim to actively participate and contribute to Trust annual advanced clinical practice conference.
- Contribute to clinical governance outcomes.

Research & Development

- Evaluate clinical practice through audit of service, developing and managing strategies to address any shortfalls.
- Demonstrate knowledge of current research in all aspects of his/her work and to advise others on the implementation of relevant research findings
- Develop skills to lead the development of research proposals with the multidisciplinary team specific to the specialty. Initiate and/or become involved in research projects in response to identified service needs.
- Disseminate and promote use of evidence-based practice in area of expertise locally, regionally, nationally and internationally as appropriate
- Disseminate audit results/research findings locally, regionally and nationally through Quality Improvement programmes, local/ regional/ national/international publications as appropriate
- Implement research findings appropriate to practice
- Demonstrate awareness of, promote and support the Trusts Research and Development Strategy Proactively promote and support the Trust NMAHP Research Strategy.

INFECTION CONTROL

It is a requirement for all staff to comply with all infection control policies and procedures as set out in the Trust's Infection Control manual. The postholder is also responsible for ensuring all their staff attends mandatory training, including infection control and to provide support to the Director of Infection Control.

HEALTH AND SAFETY

The Trust has a statutory responsibility to provide and maintain a healthy and safe environment for its staff to work in. You equally have a responsibility to ensure that you do nothing to jeopardize the health and safety to either yourself or of anybody else. The Trust's Health and Safety Policies outline your responsibilities regarding Health & Safety at Work.

The post holder must not willingly endanger him/herself or others whilst at work. Safe working practices and safety precautions must be adhered to. Protective clothing and equipment must be used where appropriate.

All accidents/incidents must be reported to your Senior Manager and documented as per Trust Policy, including the reporting of potential hazards.

SAFEGUARDING

Ensure that the policy and legislation relating to child protection and Safeguarding of children, young people and vulnerable adults are adhered to. It is the responsibility of all staff to report any concerns to the identified person within your department/division or area of responsibility.

SECURITY

The post holder has a responsibility to ensure the preservation of NHS property and resources.

CONFIDENTIALITY

The post holder is required to maintain confidentiality at all times in all aspects of their work.

TEAM BRIEFING

The Trust operates a system of Team Briefing, which is based on the principles that people will be more committed to their work if they fully understand the reason behind what is happening in their organisation and how it is performing.

NO SMOKING POLICY

The Trust operates a no smoking control policy, which applies to all staff, patients and visitors and extends to the hospital grounds as well as internal areas.

THE TRUST IS AN EQUAL OPPORTUNITIES EMPLOYER

This job description indicates the main functions of the post holder and may be subject to regular review and amendment in the light of service development. Any review will be undertaken in conjunction with the post holder and in line with Trust policy.

PERSON SPECIFICATION

Attributes	Essential	Desirable
Education/Qualifications	<ul style="list-style-type: none"> Registered first level nurse [RGN] First class honours degree Maths and English GCSE grade c and above essential Significant post-registration Nursing experience Portfolio of competencies Mentorship course level 6/7 Evidence of level 6 and level 7 study post registration (RGN) 	<ul style="list-style-type: none"> Emergency Nurse Practitioner Qualification Minor Injury and / or Illness NMP Teaching Qualification (ILTA/CELT) Management and Leadership Qualification Advanced communication Working towards MSc / level 7 study
Training & Experience	<ul style="list-style-type: none"> Significant demonstrable experience of working in ED Evidence of a commitment to Continued Professional Development ILS / BLS Triage qualification MTS 	<ul style="list-style-type: none"> ALS / APLS / ATLS Advanced communication experience Emergency Department Co-ordinator experience
Skills	<ul style="list-style-type: none"> Ability to work on own initiative and exercise leadership skills Experience of multi-professional working IT Skills / EXCEL / EPR / Adastral / computer skills Motivation / effective communicator / excellent 	<ul style="list-style-type: none"> GP / Paediatric / Primary Care experience

	<p>communication skills</p> <ul style="list-style-type: none"> • Evidence of sound decision making 	
Knowledge	<ul style="list-style-type: none"> • Knowledge and evidence of basic understanding of Red Flags signs and symptoms • Highly developed clinical skills • Teaching skills – evidence of practice • Portfolio of evidence for the Emergency Department – demonstrating excellent clinical skills 	<ul style="list-style-type: none"> • Commitment to own professional development • Research and development / audit work