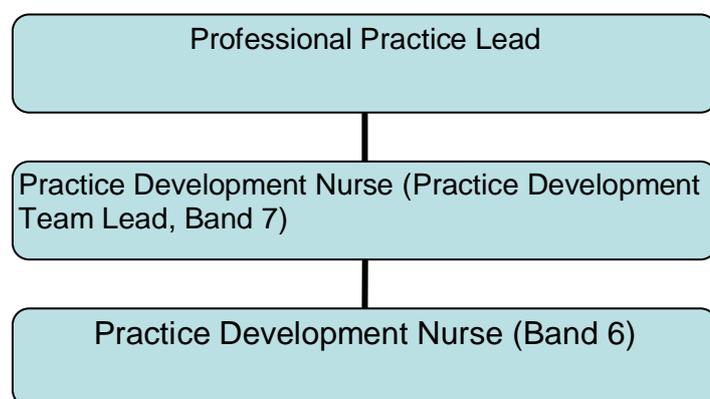


JOB DESCRIPTION

JOB TITLE	Practice Development Nurse – Supporting New International Nurses joining the Trust
PAY BAND	6
DIRECTORATE	ECT Human Resources & Organisational Development Directorate
DEPARTMENT	Organisational Development & Learning
BASE	Macclesfield District General Hospital
RESPONSIBLE TO	Practice Development Nurse Lead
ACCOUNTABLE TO	Professional Practice Lead
RESPONSIBLE FOR	

Organisational Chart



Job Summary

1. Work in collaboration with multiple stakeholders including with the Professional Practice Team, practice development Allied Health Professional, Heads of Nursing, Matrons, Senior sisters, community coaches and team leaders to ensure the delivery of quality patient care by knowledgeable and appropriately skilled staff
2. Support nursing staff to develop evidence based clinical skills and support the acquisition of core and specialist competencies in line with requirements of the role, the workforce plan and service needs.
3. Participate in the development and delivery of the post registration ‘professional development programme’ for international nursing staff across the hospital and community footprint.
4. Deliver training and education to enable the introduction of new roles and ways of working,

Education and Training Responsibilities

1. Work clinically alongside established and newly qualified/newly employed International registered nurses in the clinical environment in order to provide assessment and attainment of competency and educate and support staff to develop confidence and competence to deliver the range/standard of clinical skills and competencies required for the clinical role.
2. Actively participate in supporting staff with :-
 - Clinical skill acquisition
 - Assessment of clinical skill /competency
 - Developing scope of practice
3. Support implementation of the specific clinical induction and Preceptorship programmes delivering developmental training (group and individual) and competency assessment (linked to the individual personal development plans) as well as supporting Preceptors with development plans
4. Provide support to practice supervisors, practice assessors and preceptors across the designated clinical areas assisting with the completion of robust development plans and measurable action plans
5. Where problems arise or there are concerns over clinical performance/competency in conjunction with the senior sister /team leader develop, contribute to the implementation and monitoring of individual assessment and improvement action plans for staff identified as having development needs
6. Utilise the competency framework tools to support standardisation for assessment and development of clinical competency within the practice areas embedding use across the practice areas
7. To maintain accurate records of support interventions implemented with ward/department staff by clearly documenting areas for development, actions required for achievement and evidence of achievement'
8. Support the role out and requirements of the "Future Nurse Standards" NMC 2020 across the Trust
9. To identify the content and facilitate and provide teaching sessions
10. Design and monitor action plans for staff within the nursing workforce who are not meeting the expectations outlined within their job description or those specific skills required within their ward/department
11. To maintain accurate records of support interventions implemented with ward/department staff by clearly documenting 'areas for development, actions required for achievement and evidence of achievement'

Management/ Leadership

1. Act as a role model and coach to others by modelling effective professional attitudes and behaviours and demonstrating patient-centred approaches to care and education
2. Deliver and evaluate training programmes to support Continuing Professional Development needs and the delivery of safe and effective patient care
3. To be accountable for providing constructive feedback and supporting evidence/ documentation to senior sisters/team leaders for their staff to professionally develop their practice skills and knowledge.
4. Participate in the management of change and support others in the process, encouraging new ideas/ ways of working and development.
5. To lead on educational requirements to reduce the risk of reoccurrence through shared learning, that are highlighted within action plans at the direction of the Risk and Patient Safety Team
6. Support work streams within the retention and recruitment remit at the Trust. Including International Nurse recruitment & training
7. Act up for the Professional Development Lead where appropriate

Governance & Audit Responsibilities

1. To provide reports as required to monitor course attendance and audit course completion with competency sign off
2. To be responsive to any concerns raised by staff and any trends in patient harm or learning arising from investigations/ root cause analysis where education or training is identified as a contributory factor or a required action .
3. To identify good practice & patient experience and share this across departments
4. Participate in clinical audit and quality improvement projects
5. To promote a safe clinical environment for all patients, visitors and staff.

Personal Responsibilities

1. To maintain own professional registration, revalidation requirements and work within professional code of conduct at all times
2. To uphold and demonstrate the Trust values and behavioural standards
3. To engage with the Trusts annual professional development review in order to identify personal development needs

To communicate effectively with all members of the multidisciplinary team throughout the Trust
This list of duties is not intended to be exhaustive, but indicates the main areas of work and may be subject to change after consultation with the post-holder to meet the changing needs of the service

GENERIC CLAUSES FOR ALL JOB DESCRIPTIONS

To maintain a broad understanding of the work of the Directorate and Department, and of Trust as a whole, and actively contribute your ideas for the improvement of service provision.

To ensure own actions contribute to the maintenance of a quality service provision.

To be responsible for the self-development of skills and competencies through participation in training and development activities and to maintain up to date technical and professional knowledge relevant to the post.

To participate in Trust's Performance and Development Review and to undertake any identified training and development related to the post.

To undertake statutory and mandatory training as deemed appropriate by the Trust.

To develop and maintain effective working relationships with colleagues.

To adhere to all Trust policies and procedures.

Health & Safety:

All staff have a duty to ensure the health and safety of themselves and others whilst at work. Safe working practices and health and safety precautions are a legal requirement. ALL accidents must be reported to your manager and in line with the general philosophy of the Trust; you must participate in accident prevention by reporting hazards and following relevant policies and procedures including Moving and Handling guidelines.

Infection Control:

All staff have a duty to comply with all relevant ECNHST guidelines and policies in relation to Infection, Prevention and Control. You have a duty to ensure that you minimise the risk of infection, infectious diseases and particularly Hospital Acquired Infection. This responsibility includes minimising the risk by highlighting any concerns you may have to the appropriate person as identified in the policies and guidelines.

Risk Management:

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

Data Security:

To ensure that the Trust Policies and Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

Confidentiality:

Working within the trust you may gain knowledge of confidential matters which may include manual / electronic personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Equality & Human Rights:

The Trust will ensure that job applicants and prospective and current employees are treated solely on the basis of their merits, abilities and potential without any unjustified discrimination on grounds of age, gender, gender reassignment, sexual orientation, disability, marital or civil partnership status or family circumstances, race, colour, nationality, ethnic origin, religion or belief, trade union activity & social and economic status.

Values based Recruitment

The post-holder has a responsibility to ensure that their own actions and behaviours fully support the Trust's core values.

Codes of Conduct and Accountability:

You are required to comply with Trust codes of conduct and accountability and codes of conduct which are relevant to this post.

SAFEGUARDING Adults and Children

East Cheshire NHS Trust has a responsibility and is committed to, safeguarding and promoting the welfare of children, young adults and adults at risk with care or support needs and expects all staff and volunteers to honor this commitment to minimise risk of harm in accordance with current legislation, statutory guidance and Trust policies and procedures. This means that staff must understand their own responsibility and recognise the requirement to engage with staff training and supervision, as well as promoting multi-agency working to safeguard our patients.

Disclosure and Barring Service (DBS)

“REHABILITATION OF OFFENDERS ACT: This post is exempt from the Rehabilitation of Offenders Act 1974. Should you be offered the post it will be subject to a disclosure and barring check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions”.

The Trust requires an Enhanced Disclosure through the Disclosure and Barring Service for this post to ensure suitability for employment.

THE TRUST OPERATES A NO SMOKING POLICY

PERSON SPECIFICATION

JOB TITLE	Practice Development Nurse		
PAY BAND	Band 6		
	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT

QUALIFICATIONS	<p>NMC Registered Nurse Level 1</p> <p>Educated to Degree Level</p> <p>Willing to work towards Post Graduate Certificate in Professional Education or working towards</p> <p>Evidence of continuous professional development</p>	<p>OSCE assessor course</p> <p>Coaching qualification or course attendance</p>	<p>Application & Interview</p>
KNOWLEDGE & SKILLS	<p>A sound understanding of the NMC Code of Professional Conduct</p> <p>Knowledge of healthcare education programmes</p> <p>Demonstrable clinical experience in relevant clinical role/ area</p> <p>Generic core clinical competency skills</p> <p>Evidence of designing, delivering and evaluating teaching programmes</p> <p>Knowledge of NMC Standards of Proficiency for Registered Nurses and Midwives (May 2018)</p> <p>An understanding of NHS developments in primary care. An understanding of multidisciplinary partnership working in health care delivery</p> <p>Demonstrable awareness of delivering nursing services within a</p> <ul style="list-style-type: none"> • medical setting (general/ gastro/ respiratory) • Surgical setting (general/ Orthopaedic) <p>Ability to communicate effectively at all levels of</p>	<p>Experience within a variety of clinical specialities</p> <p>Line management experience</p>	<p>Application & Interview</p>

	<p>the organisation</p> <p>Ability to coach/ teach / engage with staff to support clinical skill acquisition and CPD</p> <p>Ability to produce and deliver presentations and teaching sessions</p> <p>Ability to analyse information and suggest actions</p> <p>Excellent communication skills – written and verbal</p> <p>Approachable and able to provide evidence based feedback</p> <p><i>Motivated and able to motivate other</i> <i>Calm and objective</i></p> <p>Good working knowledge of up-to-date IT software packages such as Microsoft Word, and Excel</p>		
<p>EXPERIENCE</p>	<p>Experienced Practice Supervisor and Practice Assessor</p> <p>Experience of teaching in a variety of settings</p> <p>Experience in change management</p> <p>Experience of audit and/or research</p>		<p>Application & Interview</p>
<p>SPECIFIC JOB REQUIREMENT</p>			

Signature of Postholder: **Date:**

Print Name:

Signature of Manager: **Date:**

Print Name: