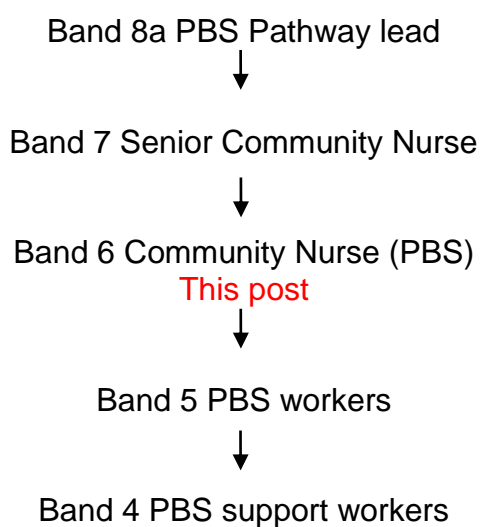


Job Description

Job Details	
Job Title:	Community Nurse- Learning Disabilities (PBS Pathway)
Business Unit:	Community
Department/Ward:	Community Learning Disabilities Team
Location:	The Oxford Centre
Pay Band:	Band 6
CAJE No:	COM1555
Main Purpose of the Job	
<ul style="list-style-type: none"> To provide a high quality community nursing service to people (children and adults) who have a learning disability within the North Tyneside area. To work across Primary and secondary healthcare services to ensure equality of access for those with learning disabilities. To work with other agencies and services (statutory and non statutory) to ensure equality of access for those with a learning disability and facilitate effective communication between clients and other agencies. To role model compassionate and inclusive leadership in order to shape the creation of a collective leadership culture within the trust. This means demonstrating a consistent leadership style which (a) engages, enables and empowers others (b) uses coaching to promote ownership of learning and quality improvement and (c) facilitates team working and collaboration within teams / departments and across organisational boundaries. 	
Dimensions	
<ul style="list-style-type: none"> Design and implement Positive Behaviour Support Plans to provide intensive, proactive support and crisis intervention to patients, carers and care providers to prevent/reduce admission to in-patient units and to maintain community placements. 	

Organisational Chart



1. Communications and Relationships

- The post holder will directly communicate with client, carers, GP, District Nursing Teams, Consultant Psychiatrist, Psychologists, CLDT nursing team and social care and any other identified service provider required to meet care needs.
- It is anticipated that the post holder will develop good communication with partnership organisations including Local Authority, Secondary, Voluntary and Independent Service Providers
- To maintain confidentiality of client information.
- To keep accurate client records in line with Nursing and Midwifery Council and Trust requirements.
- Provide & receive highly complex & highly sensitive information.
- Communicate highly sensitive & contentious information to clients & their families/carers e.g. – behaviour issues, diagnosis, changes in services.
- Communicate highly complex information to clients/carers who may have opposing views in hostile situations – adult protection/Mental health Act /Child Protection/MCA/DOL.
- Communicate effectively with clients who have severe communication disorders by using alternative or augmentive communication systems in order to meet their needs.
- Provide/present complex & sensitive information for up to 20 staff in both formal & informal settings.
- Communication which is designed to provide therapy or impact on the behaviour/views of clients with severe challenging behaviours using a wide range of interpersonal skills e.g. Empathy, motivational, negotiating & re-assurance skills.
- Communicate with a wide range of staff at all levels within the Trust, outside agencies, statutory & voluntary services.
- Adaptation of written information for clients, carers, so it is accessible & understood.
- Provide written reports within child protection guidelines.
- Provide written reports within adult protection guidelines.
- Act as an advocate for individual clients &/or families to ensure equality of access to appropriate levels of support.
- To teach, negotiate with & motivate carers.
- Must be able to demonstrate the English language proficiency level required for this post

2. Knowledge, Skills, Training and Experience

- Registered Nurse
- R.N.M.H/R.N.L.D. Qualification
- Mentorship Qualification or relevant equivalent qualification (essential requirement for post, expectation this will be completed within an 18 month period).
- Advanced Practice with specialist knowledge in the provision of care for people with learning disabilities (BSc, Diploma or relevant portfolio to this level)
- Previous commensurate experience at a minimum of Band 5 or above.
- Evidence of ongoing professional development
- Knowledge of National and Local Policies relating to Learning Disability Practice.
- Data collection and analysis skills
- Experience working in the community setting
- Experience of multi-agency working.
- Experience working with children and adults
- To lead, inspire and motivate others to high performance by agreeing clear goals and objectives, providing support and guidance and creating opportunities for development
- To contribute to the development of a culture of high engagement, where staff are empowered and entrusted to provide the best services and care for patients
- To promote and facilitate innovation and continuous improvement to deliver better services for service users and patients

Desirable

- Teaching Qualification
- Reflective skills
- Knowledge of or experience in coaching and mentoring practices and tools
- Knowledge of or experience in Quality improvement tools, techniques and methods

3. Analytical Skills

- The post holder will work within the Nursing and Midwifery Code of Conduct and Northumbria Healthcare NHS Foundation Trust Policies and procedures.
- To provide specialist advice to matters appertaining to the care of clients with complex needs through the use of specialist knowledge & specialist assessment tools.
- Analyse & interpret highly complex information relating to the behaviour of clients.
- Design and implement Positive Behaviour Support Plans
- Manage own caseload
- Supervise junior staff
- Participate in the recruitment of staff
- Contribute to the direction of service development.

4. Planning & Organisational Skills

The post holder will;

- Be guided by NMC & Organisational policies but has significant discretion to work within a set of defined parameters.
- Will work without direct supervision assessing highly complex situation & exercising clinical judgment within the learning disability field.
- Support staff in effectively managing child/adult protection issues.
- Provide guidance to junior staff in CLDT in the absence of senior nurses.
- Decide when to refer on within child/adult protection process.
- Advise clients & families during crisis situations.
- Participate in multi-disciplinary working parties which impact on other sections, departments or parts of service & influence local decision making beyond own area of activity e.g. Partnership board.
- Participate in the development & implementation of policies within own workplace & ensuring junior staff have knowledge & adhere to policies & procedures.
- Be responsible for risk assessment within own work area, junior staff & for other staff.

5. Physical Skills

- The post holder will be expected to work within Northumbria Healthcare NHS Foundation Trust Policies and Procedures. There will be an expectation that the post holder will work with various equipment to meet the client's needs. In these instances training will be given.
- The post holder will work without direct supervision.
- The post holder will need fine motor skills to enable them to administer injections.
- It is an essential requirement of the role that the post holder has a valid driving licence and is either a car owner and able to use the car for work purposes, or has a Trust personal lease vehicle which may be used for the role. However, the Trust would consider making reasonable adjustments to the role, if necessary, to enable a disabled person to undertake the role
- Manipulation of objects with narrow margins of error.
- Highly developed visual & auditory skills for observational situations.
- Moving & Handling of equipment.
- Ability to concentrate for prolonged periods of time e.g. to write report

6. Patient/Client care <ul style="list-style-type: none"> Assess, plan, implement & evaluate specialist client care/treatment plans to meet individual needs. Provide specialist comprehensive care programmes that meet the individual needs of the client & enable them to live in a safe environment (in a community setting) within a multi-disciplinary framework. Involvement within diagnostic process. To provide highly specialised judgements to establish a clients capacity to consent to treatment and advice colleagues accordingly. To provide specialist advice/support for generic health services to enable equality of access for those who have a learning disability, including other specialist care services. To make highly skilled evaluations & decisions about treatment options taking into account theoretic & therapeutic models to enable the delivery of treatment to individuals, families & groups – communicating with the referrer as necessary. To exercise responsibility within the context of a multi-disciplinary care plan Care Programme Approach. The post holder is responsible for alerting other agencies to those clients most at risk via appropriate referral systems.
7. Policy & Service Development <p>Planning and Policy Development</p> <ul style="list-style-type: none"> Co-ordination with other professionals & other agencies. Case Conferences/ Core group meetings. Organise & co-ordinate discharge plans where a substantial amount of planning is required. Prioritising case work within the team. Ability to make decisions. Planning & organising complex activities across the service area & other agencies. Development of joint working. Introduce change management & changes to clinical practices <p>Clinical Governance</p> <p>Clinical Governance is the framework through which the Trust is accountable for continuously improving the quality of its service and safe guarding standards of care. Every clinical member of staff must work within the framework:</p> <ul style="list-style-type: none"> Maintain a safe working environment for patient, carers and staff To work with agreed protocols To work in partnership with patient and carers Monitor actively with team members on a regular basis to ensure objectives are met To facilitate an audit procedure, to evaluate service provision
8. Financial & Physical Resources <ul style="list-style-type: none"> Responsible for the safe use of equipment which you personally use. Responsible for stock control within own work area.

9. Human Resources <ul style="list-style-type: none"> • Responsible for the devising and teaching of specialist training programmes. • To provide clinical placements, as main supervisor for nurses ensuring they acquire the necessary skills, competencies and experience to contribute effectively to good client care ensuring student assessments are completed. • To contribute to staff training and support, facilitating the acquisition of new nursing skills. • To contribute to the supervision of other staff. • To be involved, as appropriate, in the short listing and interviewing of healthcare assistants and other nursing staff as appropriate. • To receive regular clinical and professional supervision from a senior Nurse within the specialty.
10. Information Resources <ul style="list-style-type: none"> • Record personally generated information. • Create and maintains accurate confidential records. • Adhere to policy and procedures relation to patient electronic records • (SystmOne) • You will be expected to have basic functional skills, including literacy, mathematics and digital skills. Digitally literacy is the ability to locate, organise, understand, evaluate and analyse information using digital sources. This is in line with 'digital readiness indicator for health and social care', which has been developed in the Building a Digital Ready Workforce Programme (BDRW), between Health Education England (HEE) and NHS Digital, and is part of the Government's Digital Transformation Portfolio (DTP) (2019)
11. Research & Development <ul style="list-style-type: none"> • The post holder undertakes surveys and audits necessary to own work.
12. Freedom to Act <ul style="list-style-type: none"> • The post holder will be responsible for their own time management. • They will manage an identified caseload of clients using a case management process. • They will ensure a multi professional and / or agency approach to meet patient care needs.

Standards

The statements outlined below are the standards of which all employees of Northumbria Healthcare Trust are expected to comply.

Works to the standards expected in the Northumbria Healthcare NHS Foundation Trust statement of values.

Risk Management - to deliver the quality standards and targets outlined in the Trust's Risk Management Strategy and local operational policies

Infection Control:

It is your responsibility to adhere to infection control policies and guidelines in order to promote cleanliness and reduce infections. Hand hygiene must be undertaken correctly to prevent the spread of infection. Personal protective equipment must be used in accordance with Trust policy. You must contribute to the cleanliness of the work environment and keep it "clutter free" and tidy. You must also attend mandatory training and updates to ensure you receive training appropriate to your role

Health and Safety:

Managers have a duty to ensure that safe systems of work are used within their area of responsibility; to investigate accidents and incidents; to arrange for risk assessments to be conducted annually, and to ensure staff attend appropriate health and safety training.

All employees have a duty to take reasonable care for their own health and safety, and that of others who may be affected by their activities; to cooperate with the Trust by complying with all health and safety rules and safe systems of work; and to inform their line manager of any work situation, or practice which may be considered a danger to health and safety.

Patient, Carer & Public Involvement:

Managers have a duty to ensure that the principals of patient, carer and public involvement are adhered to throughout all areas of responsibility in line with Section 242 of the NHS Act 2006 (as amended by the Act 2012) which requires the duty to involve and consult users. A 'user' is defined as someone who is using services, or someone who may use them. In addition, this requires NHS organisations to involve and consult patients and the public in; The planning and provision of services and the development and consideration of proposals for changes in the way services are provided.

This ensure that patients are the focus of everything we do, we share good practice in line with Trust policies and procedures, this includes learning from complaints and concerns.

Safeguarding:

The safeguarding of all those who are vulnerable is an enormous obligation for all of us who work in the NHS and partner agencies.

Safeguarding children and adults at risk of abuse or neglect is complex, frequently under review and we must all take responsibility to ensure that it works effectively.

Safeguarding is everyone's responsibility. It remains the responsibility of every NHS organisation and each individual healthcare professional working in the NHS to ensure that the principles and duties of safeguarding adults and children are holistically, consistently and conscientiously applied with the needs of adults at risk or abuse or neglect at the heart of all that we do.

Partnership working is also key and it is vital that local practitioners continue to develop relations and work closely with colleagues across their local safeguarding system to develop ways of working that are collaborative, encourage constructive challenge and enable learning in a sustainable and joined-up way.

NHS England will continue to seek assurance that the safeguarding arrangements across the health system are effective.

Environment and Sustainability:

The trust aims to be an exemplar organisation that embraces sustainability and meet its corporate responsibility. It is the responsibility of all employees to support the Trusts' vision for sustainable development. To undertake their duties in a way that is not wasteful of environment, financial and social resources throughout their daily activities.

Appendix 1

NOTE: This appendix is not intended to form part of the 'official' Job Description, but is intended for Job Evaluation purposes only.

Effort and Environment:

Physical –

The post holder will be required to sit in a restricted position for a substantial proportion of time e.g. driving, sitting at keyboard, writing reports.

Mental –

There is frequent requirement for concentration where the work pattern is unpredictable.

There is occasional requirement for intense concentration.

The post holder will be expected to change planned activities in response to emergency situations.

Frequent interruptions from telephone and colleague seeking advice/consultation.

Emotional –

The post holder will experience frequent exposure to highly distressing and highly emotional circumstances. For example; dealing with severely challenging behaviour, threats of physical harm and child/adult abuse cases.

Working Conditions –

Exposure to uncontrolled and unsafe situations e.g. face to face physical aggression.

Isolation due to lone working.

Grid

	Duties And Risk Factors Of The Post	Yes	No
1.	Exposure Prone Procedures (EPP's)*	X	
2.	Manual Handling Operations	X	
3.	Dust, Dirt, Smells	X	
4.	Chemicals, Fumes or Gasses (Glutaraldehyde, fixer, anaesthetic gases, reconstitution/handling of cytotoxic drugs)	X	
5.	Patient Contact	X	
6.	Babies/Children Contact	X	
7.	Food handling / Preparation	X	
8.	Driving		X
9.	Fork Lift Truck Driving		X
10.	User of Display Screen Equipment	X	
11.	Noise	X	
12.	Infestation	X	
13.	Blood and Body Fluids/Waste/Samples/Foul Linen	X	
14.	Excessive Cold		X
15.	Excessive Heat		X
16.	Inclement weather		X
17.	Radiation	X	
18.	Laser Use	X	
19.	Heights over 2 metres		X
20.	Confined Spaces	X	
21.	Vibration i.e. Power Tools		X
22.	Using machinery with moving/exposed parts		X
23.	Shift work	X	
24.	Use of latex products	X	
25.	Physical violence / aggression	X	
26.	Employment of young people	X	
27.	Any other hazards please specify		
28.	Other		

If any hazard is identified above please give details below.

*Definition of Exposure Prone Procedures (EPP's)

Exposure prone procedures are those where there is a risk that injury to the Health Care Worker may result in the exposure of the patient's open tissues to the blood of the HCW. These procedures include those where the HCW's gloved hands may be in contact with sharp instruments, needle tips and sharp tissue (spicules of bones and teeth) inside a patients open body cavity, wound or confined anatomical space where the hands or fingertips may not be completely visible at all times.

Person Specification

Job Title:	Community Nurse-Learning disabilities (PBS Pathway)	
Department:	Community Learning Disabilities Team	
Location:	The Oxford Centre	
Specification	Essential	Desirable
Qualifications / Professional Registration	<ul style="list-style-type: none"> Registered Nurse R.N.M.H/R.N.L.D. Qualification Mentorship Qualification or relevant equivalent qualification (essential requirement for post, expectation this will be completed within an 18 month period). Advanced Practice with specialist knowledge in the provision of care for people with learning disabilities (BSc, Diploma or relevant portfolio to this level) 	<ul style="list-style-type: none"> Teaching Qualification
Experience and knowledge	<ul style="list-style-type: none"> Previous commensurate experience at a minimum of Band 5 or above. Evidence of ongoing professional development Knowledge of National and Local Policies relating to the management of people Learning disability Experience of working with people who present with challenging behavior as well as experience of working within an PBS framework. Experience of working in a community setting. Experience of multi-agency working. Experience of working with children and adults. 	
Skills and abilities	<ul style="list-style-type: none"> Ability to work unsupervised Ability to communicate effectively in written and oral form. Excellent interpersonal skills. Must be able to demonstrate the English language proficiency level required for this post Data collection and analysis skills. Presentation skills. 	<ul style="list-style-type: none"> Reflective skills

Personal attributes	<ul style="list-style-type: none"> • Adaptable • Able to work independently • Ability to work in flexible ways to meet the changing needs of the service. • Excellent time management skills. • Ability to work in an anti-discriminatory way. • Knowledge of or experience in coaching and mentoring practices and tools • Knowledge of or experience in Quality improvement tools, techniques and methods • Learning agility and commitment to self-development 	<ul style="list-style-type: none"> • Reflective skills.
Other requirements	<ul style="list-style-type: none"> • It is an essential requirement of the role that the post holder has a valid driving licence and is either a car owner and able to use the car for work purposes, or has a Trust personal lease vehicle which may be used for the role. However, the Trust would consider making reasonable adjustments to the role, if necessary, to enable a disabled person to undertake the role 	