

### *JOB DESCRIPTION*

<b>Job Title:</b>	Senior Community Nurse
<b>Band:</b>	Band 6
<b>Speciality:</b>	Learning Disability
<b>Professionally Accountable to:</b>	Lead Nurse
<b>Operationally Accountable to:</b>	Team manager
<b>Locality:</b>	Peterborough locality
<b>Base:</b>	
<b>Contract type:</b>	Permanent
<b>Sessions:</b>	37.5hrs
<b>Responsible for:</b>	The delivery of specialist nursing within the Learning Disability Partnership and Peterborough area

Peterborough City Council , Community Long Term Team (CLTT) works closely with Cambridgeshire Learning Disability Partnership (LDP) and social care teams working across Cambridgeshire and Peterborough.

The CLTT aims to ensure the assessment and provision of person-centred specialist health and social care services that promote an individual's right to choice, independence, health and wellbeing in line with their assessed needs and in a way that enables them to reach their full potential.

### **JOB SUMMARY**

- To participate in the delivery of a countywide specialist LD nursing by managing a caseload of clients with complex learning disabilities.
- To provide professional supervision to other staff /students as appropriate including appraisal and professional development particularly mandatory training.

- To contribute to the planning, development, and evaluation of learning disability services, including contributing to defined projects as delegated by the CLTT and LDP management team via the Lead Nurse.
- As an autonomous practitioner to manage a specialist case load providing assessment, identification, and treatment of the health needs of adults with a learning disability.
- To participate in multi-disciplinary/multi agency working within the CLTT and LDP and with key partners.

## **KEY RESPONSIBILITIES**

### **Clinical**

- The post holder will demonstrate specialist knowledge and skills and have undertaken appropriate post registration training.
- To have an understanding of Health and Social care policy and legislation for the service user group in relation to your professional practice.
- To independently prioritise, maintain and manage a complex specialist personal caseload within the context of the Learning Disability Partnership.
- To be highly proficient in the assessment, identification, treatment and management of the specialist health and nursing needs of the learning disability population. This includes risk assessment, assessment of complex conditions e.g. challenging behaviour including forensic issues, palliative care, mental health, epilepsy etc. .
- To liaise and communicate effectively and sensitively with other professionals in the MDT and external agencies (e.g. Mental Health Teams, Drug and Alcohol, Palliative and Children's Service's) providing highly specialist advice as necessary.
- To lead in, implement and evaluate specialist programmes of care which support the health care of individuals or groups with Learning disabilities and complex needs.
- To work effectively as part of a multi-disciplinary team and across partner agencies.
- Lead in the co-ordination of complex case work as a case manager for individuals.
- To have a good understanding of the specific needs of the service user group including at times of crisis. E.g. during placement breakdowns, mental health and physical health relapse, times of transition and periods of challenging behaviour.
- To work collaboratively with service users, their carers and families as appropriate, to make decisions relevant to the service user's individual needs.

- To recognise the impact of a person's communication needs and tailor interaction to meet this need.
- To have the ability to communicate very sensitive or distressing information to service users and carers as required.
- To have skills in conflict resolution and positive behaviour approaches.
- To plan, implement and regularly review integrated individual support plans for each client in conjunction with team members as appropriate.
- To have knowledge and experience in multidisciplinary working with parents with learning disability.
- To work in service user's homes and a variety of community settings where conditions may pose a risk, including lone working.
- To have skills to input, analyse and present data/statistics to inform evidence-based practice.
- To write timely professional reports/ records and action plans in line with professional guidelines that complies with CPFT record keeping policies.
- To provide specialist clinical advice in relation to individual case work to professionals within the LDP.
- To be responsible for effective management of personal resources.
- To work to reduce health inequalities for people with a Learning Disability by working with partners in primary and secondary care.
- To support the lead Nurses in the implementation and understanding of local health needs and respond to changes and care provision as outlined in government initiatives.
- To work to ensure that reasonable adjustments are in place in order to facilitate access to generic health services.

## **Research and Service Evaluation**

- To contribute to the implementation of local, national strategies and service development using evidence-based practice.
- To lead in research and practice-based projects within the multi-agency context and present findings when required.
- To participate in audit as required.

- To be fully conversant and compliant with your professional code of conduct and the requirement of continuous professional development for yourself and where appropriate your staff.
- To support the lead nurses in the identification and evaluation of local nursing policies in line with government directives e.g. NICE/NIMHE

### **Human Resources**

- To participate with the lead in the recruitment of staff where appropriate.
- To have the knowledge and skills to offer quality practice placements.
- To provide regular management and clinical supervision in line with NMC and CPFT Policy where appropriate.

### **Training and Development**

- To participate in the Trust's annual Appraisal process.
- To be fully compliant with all relevant mandatory training as and when required.
- Under guidance of the lead nurse and in cooperation with peers to contribute to the provision of specialist training and education, to professionals, partners, and carers across a wide variety of settings.
- To be responsible for keeping own clinical skills up to date.
- To receive and participate in regular operational and professional supervision in line with Nursing and Midwifery Council (NMC) and Cambridgeshire and Peterborough Foundation Trust Policy (CPFT).
- Accountable for own professional development and actions in line with professional registration requirements, national and local guidelines.
- To maintain a professional portfolio demonstrating clinical and professional development in line with NMC Revalidation requirements.

### **Quality and Service User Safety:**

- To promote and safeguard the welfare of children, young people and vulnerable adults.
- To be compliant with NICE guidance and other statutory / best practice guidelines.
- To report any incidents of harm or near miss in line with the CPFT's incident reporting policy as appropriate. To ensure appropriate actions are taken to reduce the risk of reoccurrence.

- To contribute to the identification, management, and reduction of risk in the area of responsibility.
- To ensure day to day practice reflects the highest standards of governance, clinical effectiveness, safety, and service user experience.
- To ensure monitoring of quality and compliance with standards is demonstrable within your clinical practice and for those you supervise.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for service users, carers, visitors, and staff.

## **General**

- To maintain up to date knowledge of legislation, national and local policies, and issues in relation to adults and young people with Learning Disabilities.
- To comply with the Professional Codes of Conduct and to be aware of changes in these.
- To maintain an up-to-date knowledge of all relevant legislation and local policies.
- To ensure that all duties are carried out in accordance with current quality initiatives within the work area.
- To comply with all relevant policies, procedures, and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information and to be aware of any changes in these.
- To comply at all times with Information Governance related policies. Staff are required to respect the confidentiality of information about staff, patients, and business and in particular the confidentiality and security of personal identifiable information in line with the Data Protection Act. All staff are responsible for ensuring that any data created by them is timely, comprehensive, accurate, and fit for the purposes for which it is intended.

## **Equality & Diversity**

The CLLT and LDP is committed to equality and diversity and works hard to make sure all staff and service users have access to an environment that is open and a free from discrimination. As a service we value the diversity of our staff and service users, and therefore recognise and appreciate that everyone associated with the CLTT and LDP is different and so should be treated in ways that are consistent with their needs and preferences.

Therefore, all staff are required to be aware of the relevant Equality and Diversity Policy and the commitments and responsibilities the service has to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.

We firmly believe that it makes good business sense to have a workforce representative of the communities we serve and so encourage applications from all sections of the community.

***To be noted:***

- This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties including those within other localities, which fall within the grade of the job, in discussion with the professional and operational managers.
- This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.
- This post is subject to the Rehabilitation of Offenders Act 1974 (Exemption Order 1975) and as such it will be necessary for a submission for disclosure to be made to the Disclosure and Barring Service to check for previous criminal convictions. The Trust is committed to the fair treatment of its staff, potential staff or users in line with its Equal Opportunities Policy and policy statement on the recruitment of ex-offenders.

<b>Post Holder's Name</b>	<b>Signature</b>	<b>Date</b>
<b>Professional Manager (if applicable)</b>	<b>Signature</b>	<b>Date</b>
<b>Service Manager</b>	<b>Signature</b>	<b>Date</b>

**Date:**

## PERSON SPECIFICATION

<b>Organisation:</b>	CPFT
<b>Post:</b>	Senior Community Nurse Band 6
<b>Department:</b>	Community Long Term Team, Peterborough City Council

	Essential Criteria	Desirable Criteria
<b>Education/Qualifications</b>	<ul style="list-style-type: none"> <li>• RNLD</li> <li>• Registration with Nursing and Midwifery Council</li> <li>• Registered Practice Educator or mentor inline with Nursing and Midwifery requirements</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of supervising staff</li> <li>• Additional clinical training relevant to specialism.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with adults with learning disabilities</li> <li>• Experience of managing a caseload</li> <li>• Experience of nursing assessment and intervention relevant to adults with LD.</li> </ul>	<ul style="list-style-type: none"> <li>• Post qualifying experience with Community MDT</li> <li>• Care co-ordination in CPA/Case management</li> <li>• Experience in providing clinical supervision.</li> </ul>
<b>Skills/Abilities</b>	<ul style="list-style-type: none"> <li>• Effective written and verbal communication skills</li> <li>• Effective organisation and time management skills</li> <li>• Ability to reflect and critically appraise own performance and of those you supervise.</li> <li>• Ability to prioritise your own work and the work of those you supervise.</li> <li>• Ability to use own initiative.</li> <li>• Ability to work as part of MDT.</li> <li>• Ability to work under pressure and cope with stress.</li> <li>• Ability to manage conflict.</li> <li>• Ability to motivate others.</li> <li>• Positive attitude</li> <li>• Willingness to learn.</li> <li>• Good interpersonal skills</li> <li>• Demonstrate knowledge of practice of good customer care skills</li> <li>• Emotional resilience</li> </ul>	<ul style="list-style-type: none"> <li>• Counselling skills</li> <li>• Ability to deliver health education training.</li> </ul>
<b>Knowledge/Understanding</b>	<ul style="list-style-type: none"> <li>• Mental Health Act and Mental Capacity Act Knowledge</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to participate in research and audit.</li> </ul>

	<ul style="list-style-type: none"> <li>• IT Skills</li> <li>• Understanding of research and audit processes</li> <li>• Understanding of clinical governance</li> <li>• Awareness of current trends legislation and guidance in support for people with learning disabilities and their carers.</li> <li>• Knowledge of treatment strategies.</li> <li>• Knowledge of the enabling approach to support people to meet their full potential.</li> <li>• Evidence of continuous professional development.</li> </ul>	
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• Ability to travel within a rural location.</li> </ul>	

*The service is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.*

*The CPFT is an equal opportunities employer and as a service we believe in treating everyone with dignity and respect and encourages application from all sectors of the community. We guarantee an interview to candidates with disabilities who meet the minimum essential criteria.*