

## JOB DESCRIPTION

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**POST TITLE:** Clinical lead

**BASE:** As per advert

**BAND 7**

**LINE MANAGER:** Community Nursing Manager

**PROFESSIONAL ACCOUNTABILITY:** Head of Services

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## OUR VISION AND VALUES

Our Trust's vision is 'To be recognised as the leading community and mental health service provider by our staff, patients and partners.'

Our values are:

- **Caring** for and about you is our top priority
- **Committed** to providing good quality, safe services
- working **Together** with you to develop innovative solutions

## JOB SUMMARY

- Take a primary role in the development of all staff in clinical practice in the Community Nursing Services including both registered and non-registered health care professionals and undergraduate students on placement.
- Work clinically with clinicians and their practice assessors to facilitate development of clinical skills, theoretical knowledge, and conceptual understanding of clinical practice.
- In partnership with senior clinical staff ensure that undergraduate students are exposed to and are taught evidence-based interventions to the required national standards.
- In partnership with senior clinicians identify potential areas of practice development & lead the implementation of suitable learning and development solutions.
- Facilitate learning in both formal and informal settings to support the ongoing development of staff in clinical practice across the shift patterns for the service.
- Design and deliver training and development programmes on a range of topics.
- Ensure that the Trust's Preceptorship programme is implemented in practice and take an active role in local delivery as appropriate.
- To act as a role model to others by modelling effective professional attitudes and behaviours.
- Actively monitor and evaluate the effectiveness of learning interventions in the workplace that enhance the student's placement experience.

- Provide clinical leadership and professional advice relating to their role.

## **RESPONSIBILITIES**

### **Clinical**

- To supervise, lead and support clinicians in their day-to-day work and professional development, promoting the concept of interdisciplinary team working and person-centred care.
- To act as a clinical / educational resource to all members of the Multidisciplinary Team.
- To contribute to the monitoring and auditing of the standards of care in the clinical area.
- To support the multidisciplinary team in the development of staff in clinical areas and maximise opportunities for inter-professional learning.
- To contribute to the development of specialist protocols and new patient pathways / new initiatives within the clinical environment.
- Contribute to the implementation of evidence-based practice into clinical practice and service delivery –facilitating staff to obtain and maintain their clinical competencies and to achieve their competency framework requirements.
- To support the clinical team in delivery of high quality and safe care to patients and improving the patient experience of local health services.
- To work flexibly to meet the changing needs of the service.
- To positively promote the use of clinical supervision and reflective practice amongst the team and to personally engage in the supervision process.
- Contribute to the review, development, and implementation of local clinical policies, proposing changes where applicable in line with evidence-based practice.
- Regular collation of all data with regards to clinical performance.

### **Managerial/Leadership**

- To actively participate in clinical team meetings as appropriate.
- To play an active role in the promotion of quality & safety within the clinical environment.
- To participate and contribute to learning from the ‘Learning from Incident Meetings incident’ and to develop action plans for identified learning.
- To support the implementation of new clinical initiatives.
- To clearly demonstrate effective communication with all relevant stakeholders with regards to clinical practice and service development.
- Maximise opportunities for service user involvement in assessment and development to improve services in response to user and carer feedback.
- Where a practitioner is failing to achieve clinical competency, contribute to the implementation of learning / education solutions to support staff knowledge & development at the request of senior staff.
- Regular provision of statistical reports relating to staff development.

- To work with staff to holistically assess and plan care for complex patients.
- Support the teams to raise alerts and undertake related activities with respect to safeguarding.
- Investigate complaints and incidents, including Serious Incidents requiring investigation, safeguarding and clinical issues.

## **Education**

- Supervise the clinical practice experiences of students as required.
- Actively contribute to the development of an effective and supportive learning environment.
- To plan, co-ordinate and contribute to a multi-disciplinary learning programme to be held in the locality.
- Ensure that all training resources and equipment is used effectively and with minimum wastage and will comply with the trust's financial standards.
- Work with Learning Environment Leads to support and enhance effective student learning environments identifying and developing new practice learning opportunities.
- Implement local and national educational initiatives.
- To identify learning needs of individuals and groups and develop learning / educational solutions in partnership with Learning & Development to meet the identified training need.
- To lead on the actions taken to learn from Incidents and complaints. Developing a learning culture and effective action plan for service.

## **GENERAL**

1. This job description is not exhaustive and can be altered in consultation with the post holder.
2. Any other duties which may be requested by the line manager in order to facilitate the smooth running of the hospital.
3. The Trust is an equal opportunities employer. The post – holder is at all times expected to carry out their duties in accordance with the Trusts Equal Opportunities Policy.
4. The post – holder is required to take reasonable care of the health and safety of him/her acts or omissions at work, and to co-operate with the Berkshire Healthcare NHS Trust to ensure that statutory and departmental safety regulations are adhered to.

## **BEHAVIOURS**

In addition to the responsibilities and requirements outlined in this job description, all staff should refer to the associated behavioural framework relating to their role. These are based on the Trust's values, define the behaviours all staff are expected to display and underpin our organisational recruitment, appraisal, reward and development processes.

## **LOCATION/MOBILITY**

You may be required to work at or from any additional location as may be determined by the Trust from time to time. The Trust also reserves the right from time to time to change your base on a permanent basis to a location determined by it at the time that the change is made.

You may also be required to travel between Trust premises as may be required for the performance of your duties.

## **FLEXIBILITY**

The Trust reserves the right to amend your job description and/or your duties from time to time. You also agree that you will work with the Trust to deliver the Trust's services, including without limitation, by complying with lawful and reasonable instructions from the Trust by adapting to new ways of working and attending training courses determined by the Trust from time to time.

## **CONTINUING PROFESSIONAL DEVELOPMENT**

To attend and contribute to staff meetings and Forums, supervision sessions, training courses, seminars and workshops, to ensure the development and enhancement of current working practices.

To participate in all personal review meetings, and take responsibility for personal and professional development. Responsibility for developing the role and the services provided.

## **DATA PROTECTION ACT**

You should be aware of the Data Protection Act and follow the local Codes of Practice to ensure appropriate action is taken to safeguard confidential information.

## **HEALTH & SAFETY**

You are required to take responsibility for Health and Safety Risk Assessment and Workplace Inspections, and to take reasonable care for your own health and safety and that of other persons who may be affected by his/her acts of omissions.

You are also required to co-operate with all staff to ensure that all statutory regulations, policies, Codes of Practice and departmental safety procedures are adhered to, and to attend relevant training programmes.

## **INFECTION CONTROL**

Managers at all levels have a responsibility to act as role models to ensure that Infection Control is on the corporate and service agenda and remains a priority in terms of attention and resources.

All staff providing direct patient care must ensure that they follow procedures aimed at reducing the risk of passing on the organisms that can cause infections.

All staff, collectively and individually, have a duty of care in following best practice in adherence to guidelines which is a fundamental requirement in underpinning the management of Infection Control.

## **CONFIDENTIALITY**

Your attention is drawn to the confidential aspects of this post. You must not disclose any information of a confidential nature relating to the Trust or the service that it provides, or in respect of which the Trust owes an obligation of confidence to any service user, client or third party during or after your employment except in the proper course of your employment or as required by law.

You must not remove or copy any documents or tangible items including software which belongs to the Trust or which contain any confidential information from the Trust's premises at any time without proper advanced authorisation. You must return to the Trust upon request and in any event upon the termination of your employment, all documents and tangible items which belong to the Trust or which contain or refer to any confidential information and which are in your possession or under your control.

A breach of confidence could result in dismissal.

You should be aware that regardless of any disciplinary action taken, a breach of confidence could also result in civil action for damages.

## **CLINICAL GOVERNANCE**

The Trust aims to provide the highest standards of care. To further this aim you are expected to adhere to acceptable working practice as defined in Trust policies and guidelines. You also have a personal responsibility to your team and service to keep up to date and, if you encounter unacceptable practice, to raise through accepted channels.

## **ASYLUM & IMMIGRATION ACT 1996 AND AMENDMENTS**

In order to comply with the Asylum and Immigration Act 1996, it is Trust policy to check documentation of all applicants in respect of proper immigration status to work in the UK. Employment will not be offered to any applicant or employee who does not have valid leave to remain in the UK or is subject to conditions, which prevent the individual from taking up employment.

## **SAFEGUARDING CHILDREN AND VULNERABLE ADULTS**

Safeguarding of individuals who come into contact with our services, whether a child or young person, person with Learning Disabilities or an older or vulnerable adult, is the responsibility of all employees of Berkshire Healthcare NHS Foundation Trust in whatever capacity they are employed.

## **SAFEGUARDING CHILDREN**

The Trust adheres to the Berkshire Local Safeguarding Children Boards Child Protection Procedures, and all employees have a duty of care and a responsibility to safeguard and promote the welfare of children.

## **SMOKE FREE**

A smoke free policy is in operation and smoking is not permitted on any of the Trust's sites'. The policy also applies to all persons travelling in vehicles (including owned and lease cars) whilst on official business. Smoking is not permitted in privately owned vehicles that are parked on Trust grounds, or when transporting services users or visitors on official Trust business. Staff will not be supported by taking additional breaks away from the workplace to smoke off site. Please refer to the Staff Smoke Free policy for further details.

## **PERSON SPECIFICATION**

CATEGORY	ASSESSMENT METHOD ( v )		
1. Education/Qualifications/Training	Application Form (E/D)	Interview(I) To demonstrate at interview	Selection Tool (E/D)
<ul style="list-style-type: none"> <li>NMC registered Nurse</li> </ul>	E		
<ul style="list-style-type: none"> <li>Specialist Community Practice qualification relevant to field of practice. (DN Degree, diploma or Certificate in District Nursing) Teaching and assessing qualification</li> </ul>	E		
<ul style="list-style-type: none"> <li>Evidence at studying at Masters level</li> </ul>	D		
<ul style="list-style-type: none"> <li>Advanced History taking and Non-Medical-Prescriber Qualification or willing to undertake within 2 years in post- V300.</li> </ul>	D		
<ul style="list-style-type: none"> <li>Knowledge relating to practice assessor qualification</li> </ul>	D		
<ul style="list-style-type: none"> <li>Evidence of continuing professional development (CPD)</li> </ul>	E		
2. Previous Experience			
<ul style="list-style-type: none"> <li>Experience in teaching and assessing both pre and post reg. nursing.</li> </ul>	E		
<ul style="list-style-type: none"> <li>Act as clinical expert in the field of community nursing.</li> </ul>	E		
<ul style="list-style-type: none"> <li>Evidence of clinical leadership within a nursing environment.</li> </ul>		E	
<ul style="list-style-type: none"> <li>Knowledge relating Risk and Incident Reporting (Root Cause Analysis) and supporting teams in learning from findings.</li> </ul>		E	
<ul style="list-style-type: none"> <li>Able to manage own workload and support others</li> </ul>		E	
<ul style="list-style-type: none"> <li>Able to conduct courageous conversations and support staff with performance related issues</li> </ul>		E	
3. Knowledge, Skills & Abilities			
<ul style="list-style-type: none"> <li>Able to motivate self and teams to manage change.</li> </ul>		E	
<ul style="list-style-type: none"> <li>Reinforces within the service the need to</li> </ul>		E	

<p>view users holistically and promote self-care and independence.</p> <ul style="list-style-type: none"> <li>• Works collaboratively with their counterparts from teams in other provider organisations to develop a seamless service.</li> <li>• Develops strong interpersonal relationships, ensuring that staff are given the opportunity to develop and grow into roles; promoting succession planning, to meet the needs of the service.</li> <li>• Ability to support staff to undertake clinical duties implementing evidence-based practice.</li> <li>• Ability to influence and problem solve.</li> <li>• Demonstrates cultural awareness</li> <li>• Demonstrates wider and current competencies in clinical skills transferable to community setting.</li> <li>• Reinforces the need to view users holistically and promote self-care and independence</li> </ul> <p><b>4. Additional Requirements</b></p> <ul style="list-style-type: none"> <li>• Able to demonstrate recent innovative practice.</li> <li>• Able to work flexibly across service areas to enhance quality of service provision.</li> <li>• Valid full UK licence with confidence to drive during unsocial hours and in unusual environments with the use of car for work purposes.</li> <li>• Able to work bank holidays, week-ends and unsocial hours to meet service needs if applicable.</li> </ul>	<p>E</p> <p>E</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	
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Date of review: January 2024