

**JOB DESCRIPTION**

<b>POST</b>	<b>Advanced Clinical Practitioner (Community)</b>
<b>PAY BAND</b>	<b>Band 8a</b>
<b>RESPONSIBLE TO</b>	<b>Community and Therapy Division</b>
<b>ACCOUNTABLE TO</b>	<b>Matron</b>
<b>BASE</b>	<b>Community</b>

**ABOUT US**

The Humber Health Partnership is one of the largest acute and community Partnership arrangements in the NHS, seeing well over one million patients every year and managing a budget of over £1.3 billion.

Made up of two Trusts - Northern Lincolnshire and Goole NHS Foundation Trust (NLAG) and Hull University Teaching Hospitals NHS Trust (HUTH) - our Partnership has significant ambitions and is committed to delivering world-class hospital and community services for the 1.65 million people we serve.

Together we employ nearly 20,000 staff. Our five main hospital sites are Diana, Princess of Wales Hospital, Scunthorpe General Hospital and Goole and District Hospital, for NLAG and Hull Royal Infirmary and Castle Hill Hospital for HUTH.

As Teaching Hospitals working with the Hull York Medical School, we both lead and contribute to research in many areas - biomedical research, primary care, palliative medicine, cardiovascular and respiratory medicine, vascular surgery, cancer surgery and oncology.

We believe that by developing a diverse, inclusive, innovative, skilled and caring workforce, we can deliver excellent care to our patients and a great future for our employees, our Partnership and our community.

**ABOUT THE POST**

The Advanced Clinical Practitioner (ACP) role is at the forefront of our Community Response Team developments with non-medical practitioner’s crossing professional boundaries, undertaking traditional medical roles and leading the way for inter-professional practice. The Advanced Clinical Practitioner (ACP) will be able to assess and treat varied clinical cases, having advanced skills to assess the patient with a differentiated or undifferentiated clinical diagnosis. Advanced communication, problem-solving and decision-making skills will be used to initial assess and provide on-going patient care.

Working within local and nationally agreed protocols and guidelines, the ACP exercises



independent judgement to assess, investigate, diagnose, plan, implement and evaluate the clinical care and management of Community patients. They work collaboratively within the multi-professional team and support the education and development of nursing, medical and allied-health professionals.

The Community ACP will have a blended role supporting the 2 hour Urgent Response/Virtual ward and Intermediate Care over 7 days. The long-term goal of the Community response team will be to develop wrap-around alternatives to hospital admission for Northern Lincolnshire residents.

The post holder will provide clinical expertise for developing and enhancing the service and will demonstrate advanced skills and competencies and ensure that evidence-based practice is inherent in all aspects of care and treatment.

## DUTIES AND RESPONSIBILITIES OF THE POST HOLDER

### Clinical Responsibilities:

- Deliver and participate in the clinical care of patients within the Community Division and within Intermediate Care
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- Prioritises health needs and intervenes appropriately.
- To be professionally and legally accountable for all work undertaken. To practise at an advanced level of professional autonomy and accountability that is within the Trust's policies and Professional Codes of Conduct.
- Provide a level of advanced and comprehensive clinical nursing assessment based on a specialist body of knowledge and advanced clinical reasoning skills.
- To appropriately assess, examine, investigate, diagnose and treat a wide range of complex or urgent community patients, resulting in the safe management and appropriate referral of patients with undifferentiated, undiagnosed and complex presentations.
- Ensure patients are informed and consent is gained prior to treatment, investigation and management, as appropriate.
- Take responsibility for the management of patients within own caseload and supervision/development of junior members of the multi-professional team.
- Is able to identify the need for appropriate diagnostic tests and interpret the results.
- To identify and intervene proactively where circumstances contribute to an unsafe environment for patients, staff or relatives and escalate these to the Divisional Governance leads.
- To share knowledge and expertise, acting as an expert resource to others across primary

and secondary care, as appropriate.

- Contribute to the development and improvement of systems and processes that facilitate patients being able to stay in their own homes
- To improve the quality of the patient experience by identifying and meeting the individual clinical needs of patients, including issues pertaining to child protection and vulnerable adults.
- Following completion of the non-medical prescribing course and registration, undertake non-medical prescribing in accordance with the Trust's non-medical prescribing policy, if formulary expanded to meet clinical requirements.
- As a qualified non-medical prescriber, prescribe drugs for community patients as per the legal requirements for the NMC or HCPC.
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- To maintain up to date patient records in accordance with Trust policy, including the use of the Electronic Patient Records System.
- Ability to adapt specialist clinical knowledge and skills to different clinical settings and influence service delivery and patient care.
- To provide specialist advice on patient care to the healthcare team, considering all aspects of clinical governance and act as a specialist resource within the community.
- Responsible for rapidly and continuously evaluating the patient's condition and response to therapeutic interventions and treatment modalities, and modifies the plan of care for optimal patient centred outcomes.
- Responsible for both initiating and then terminating an episode of care by either or referring on to another agency or by autonomously discharging the patient.
- Contribute to the review and development of clinical patient pathways to ensure a standardised approach to care.
- Actively implement effective systems and processes for infection prevention and control management and relevant audit within their clinical area.
- Educates patients, relatives and staff as necessary ensuring understanding has been interpreted accurately.
- Ensures patients' views are considered in the decision-making process.
- Participates in meeting and promoting the health education needs of patients and carers.

- Promotes the health through co-ordinated activities and programmes with patients, colleagues and carers where appropriate.
- Practice autonomously as an ACP using collaborative and independent judgement to assess, investigate, diagnose, plan, implement, manage, and evaluate clinical nursing and medical care in the management of patients.

### **Managerial Responsibilities:**

- Work within the multidisciplinary team, within agreed medical, nursing and AHP protocols and guidelines.
- Lead and develop advanced clinical practice, developing and implementing protocols and procedures for emergency care that impact across the trust.
- Lead in the development of evidence-based policies and procedures specifically required by the team.
- To work collaboratively and strategically with representatives of other clinical areas, disciplines and services to provide a seamless pathway of care.
- Manage own workload to ensure patients are seen within emergency access timeframe.
- Promote and adhere to the principles and practice of clinical governance.
- Demonstrate effective multidisciplinary team working and acknowledge the role of individual team members, ensuring that expertise is seen as a resource within the team and the Trust.
- Utilise a developed knowledge of child protection and vulnerable adult safeguarding procedures.

### **Research & Audit:**

- Accountable for own professional actions, undertaking all duties in accordance with Codes of Professional Conduct, departmental and Trust guidelines and protocols.
- Practice autonomously as an ACP using collaborative and independent judgement to assess, investigate, diagnose, plan, implement, manage, and evaluate clinical nursing and medical care in the management of patients.
- Contribute and at times lead the development of multidisciplinary research and clinical audit implementing effective and evidence-based practice.
- Collaborate with senior nursing and medical staff, within and outside the division, to develop new systems and processes which facilitate improved patient flow into the Community.
- Conduct audit to evaluate the advanced clinical practitioner team and any strategies that have been implemented and disseminate results within the Trust, locally and nationally
- Participate and contribute to any ongoing regional and national research to evaluate the effectiveness of care strategies related to the patient experience within the department/

clinical area.

- Participate in audit, clinical governance and other clinical meetings where the outcomes and recommendations have the potential to improve the quality of care; give case presentations as required.
- Lead on specific audit cycles to enhance the quality of clinical nursing and medical practice.
- Be aware of the results of mandatory audits, amend own practice where necessary and support change in practice of others.
- Participate in and facilitate the implementation of:
  - Department of Health Clinical Quality Indicators
  - NICE guidelines
- Involvement in the development of specific guidelines, protocols and standards, including contributing to multidisciplinary team guidelines.
- Continue to be proactive in the improvement of the department by enhancing levels of evidence based practice and the development of guidelines and protocols to ensure high standards of care are consistently maintained.

### **Training & Development:**

- The post holder will be supported to fulfil any Health Education England portfolio requirements and The Trust ACP annual portfolio requirements, adhering to the Four Pillars of Advanced Practice. Study leave is available in accordance with Trust policy.
- Undertake statutory and mandatory training as required by the Trust.
- Contribute to the development of knowledge and skills to other members of the multi-professional team.
- Use specialist knowledge to actively participate in the clinical and theoretical education, training and support of nurses, allied health professionals and medical staff.
- Orientate and support MDT staff during induction.
- Responsible for accessing own continuing education, having undertaken modules and courses at Masters Level, including advanced health/physical assessment and managing the complex patient. In addition, having undertaken non-medical prescribing course.
- Participate in competency-based learning programmes to enable development and enhancement of clinical skills and role.
- Maintain, advance and develop personal theoretical knowledge, high standards of clinical competence and professional development through self-education.
- Evaluate personal achievement of identified and agreed short and long-term development objectives from personal development plan.
- Maintain own professional portfolio in-line with the ACP Policy document.

### **Resource Management**

- Maintain accurate records in relation to equipment used and maintained by the department team where appropriate.

### **Risk Management**



**Kindness · Courage · Respect**

- Contribute to clinical risk management and act as a link within the department.
- Complete documentation and gather evidence relevant to clinical risk management.
- Anticipate, recognise and prevent situations that may be detrimental to self and the health and wellbeing of patients or staff.
- Adhere to and participate in the implementation of recommendations and guidelines related to health & safety at work, Control of Substances Hazardous to Health legislation and control of infection procedures.
- Implement actions to be taken in event of an emergency.
- Demonstrate correct moving and handling procedures following Trust protocols and guidelines.
- Investigate, respond to and formulate action plan for complaints as required by line manager

## OUR VALUES

### Kindness

**We believe kindness is shown by caring as we would care for our loved ones**

- I will be compassionate, courteous and helpful at all times
- I will be empathetic, giving my full and undivided attention
- I will show I care by being calm, professional and considerate at all times

### Courage

**We believe courage is the strength to do things differently and stand up for what's right**

- I will be positively involved in doing things differently to improve our services
- I will challenge poor behavior when I see it, hear it or feel it
- I will speak up when I see anything which concerns me

### Respect

**We believe respect is having due regard for the feelings, contribution and achievements of others**

- I will be open and honest and do what I say
- I will listen to and involve others so we can be the best we can be
- I will celebrate and appreciate the successes of others

Our values have been created in partnership with our most valuable asset – our employees. Our values set out a clear statement of our purpose and ambition which is to provide the very best in patient care, all of the time. We recognise that without the shared values driven responsibility that each and every person in our teams have, we could not provide excellent services to the patients that we care for. Crucially we recognise that looking towards the future, we must continue to create a culture that enables and drives our collective values and behaviours as an absolute fundamental foundation for both our staff and the patients that we serve.

## LEADERSHIP RESPONSIBILITIES

**What are the specific leadership responsibilities associated to this role?**

## ADDITIONAL INFORMATION PERTINENT TO ALL STAFF

### Health and safety - Healthcare associated infection

Healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, including the 'bare below the

elbows' approach, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about the application of practical measures known to be effective in reducing HCAI. The Trust has the responsibility of ensuring adequate resources are available for you to discharge your responsibilities.

## **Safeguarding**

The Trust has in place both a Safeguarding Children Policy and a Safeguarding Adults Policy in line with national legislation.

The Safeguarding Policies place a duty upon every employee who has contact with children, families and adults in their everyday work to safeguard and promote their welfare. In the event that you have concerns about possible harm to any child or adult you should seek advice and support from the Trust Safeguarding team or in their absence contact your line manager. Out of hours contact should be made with the on-call manager through switchboard.

The Trust has nominated Safeguarding Leads who act as contact points for support and advice if concerns are raised about a child or adults welfare. These individuals can be reached through switchboard during office hours, by asking for the Named Professionals for Safeguarding Children or Adults respectively.

The policies and procedures described below are located on the intranet and internet site and you should ensure you are aware of, understand and comply with these. In addition the Trust will publicise and raise awareness of its arrangements and provide appropriate resources and training.

## **Confidentiality**

All information, both written and computer based, relating to patients' diagnosis and treatment, and the personal details of staff and patients, is strictly confidential. The Northern Lincolnshire and Goole NHS Foundation Trust and its employees have a binding legal obligation not to disclose such information to any unauthorised person(s). This duty of confidence is given legal effect by reference to General Data Protection Regulation (GDPR). It applies to any information which is processed by the Trust (i.e. stored, retained, maintained as a record, amended or utilised for the Trust's purposes as an NHS Hospital), from which a living person is capable of being identified. Individuals must observe a 'need to know' principle. No member of staff may seek out any information that they do not need to undertake their duties. This applies to clinical or other personal information of any third party.

## **Equality impact assessment**

The Foundation Trust aims to design and implement services, policies and measures that meet the diverse needs of our service, population and workforce, ensuring that none are placed at a disadvantage over others. We therefore aim to ensure that in both employment and the delivery of services no individual is discriminated against by reason of their gender, gender reassignment, race, disability, age, sexual orientation, religion or religious/philosophical belief, marital status or civil partnership.