

JOB DESCRIPTION

1. **JOB TITLE** Nurse Practitioner / Paramedic Practitioner /Allied Health care Professional
2. **LOCATION** Queen Elizabeth Hospital / Blaydon Primary Care Centre / Bede Centre / Remote working
3. **BAND/SALARY** Band 7 / £22.37 - £25.60 per hour
(with enhancements for unsocial hours, weekends and bank holidays)
4. **CONTRACT** Zero hours contract-Variable hours including unsocial hours weekends and bank holidays

5. **JOB PURPOSE/SUMMARY**

As a Primary Care Practitioner, you will be a Registered Nurse or Paramedic or Allied Health Care Professional (AHP) with the skills to autonomously assess and treat patients within our Clinical Urgent Care bases with the use of telephone consultations and face to face contact. You will need to have excellent clinical assessment and decision-making skills along with a passion to provide patient centred care and have highly developed communication skills.

You will be joining an MDT who pride themselves on their excellent team working and support of one another whilst treating a diverse range of conditions which will give you the opportunity to develop advanced clinical skills in both minor injury and illness, with the mentorship of our GP's and a multi- professional workforce.

You will be required to work effectively within a multi-disciplinary team managing patients identified as at risk so that they receive appropriate interventions to be able to improve their health and wellbeing and achieve their maximum level of independence. These patients may have complex needs and potentially numerous co-morbidities including frailty.

This post is a clinical role where hands on and face to face consultations will be undertaken to clinically assess / diagnose / signpost / treat in a timely fashion working in a multi professional team.

6. **ORGANISATIONAL VALUES**



7. **KNOWLEDGE, SKILLS, AND EXPERIENCE REQUIRED**

The post holder will have the following essential knowledge, skills, training, and experience:

Essential

- Registered General Nurse (Adult) Or HCPC
- Non-Medical Prescriber
- Educated to Degree level
- Accredited Clinical Skills Course/or registered Nurse / Paramedic /AHP Practitioner
- Accredited history taking course
- ECDL or evidence of IT literacy
- Autonomous practitioner
- Experience at band 6 (Clinical Role) or above
- Experience of communicating delicate, complex and sensitive information at senior level
- Demonstrate a high level of interpersonal and communication skills to all stakeholders
- Evidence of ongoing CPD and professional development
- A thorough understanding of the principles of clinical governance and NHS policy issues
- Motivational and “can do” attitude
- Ability to cope with and diffuse difficult and stressful situations
- Evidence of an ability to prioritise workload for themselves and their team
- Experience of managing/leading staff.
- Experience of multi-disciplinary and inter/agency working.
- Experience of liaising with statutory and non-statutory services and agencies.
- Experience of evaluating the training needs of staff and implementing appropriate training programmes.
- Experience of leading service developments and working in a busy complex environment
- Advanced level specialist skills, undertaking comprehensive assessment, making, and receiving referrals, requesting, and acting upon diagnostic tests, independent prescribing.
- Evidence of advanced clinical reasoning including the ability to reflect upon own performance and partake and lead in clinical supervision
- Excellent organisational skills
- Excellent problem-solving skills.

Desirable

- Leadership qualification
- Teaching qualification
- 12 months + non-medical prescribing experience
- Knowledge of long-term condition management
- Specialist knowledge in respiratory, cardiac, diabetic, or frailty
- Experience of leading an MDT in the NHS
- Proven knowledge of the principles of risk management, the integrated governance framework and compliance with risk and quality safety standards
- Experience in change management
- Experience in leading audits and/or research
- Enhanced IT skills – databases, excel, word, outlook and internet
- Excellent presentation skills with practical experience

The above list is not necessarily exhaustive but reflects only the principal duties and responsibilities of the post. It will be subject to review in the light of developing services.

8. MAIN DUTIES AND RESPONSIBILITIES

- See, treat, support treatment for a variety of conditions / presentations
- Management and appropriate interventions across a range of long-term conditions in line with best practice and NICE guidelines
- Maintain written records to a high standard and within professional guidelines and CBC Health's policies and procedures.
- Display a positive and considerate approach to patients and their families / carers.
- Support the team to provide high standards of patient care.
- Provide clinical care within sphere of competence / specialty, knowing when to seek support or help as needed
- Keep up to date with the company policies and procedures and attend statutory training as required.
- Assist in maintaining own and others health, safety and security and be responsible for reporting and actively co-operating in the application of the Company's health and safety policies and procedures.
- Work collaboratively as a team member with colleagues, recognising and valuing each person's contribution to the team.
- Ensure own actions promote quality and alert others to quality issues.
- Ensure own actions support equality, diversity, and rights.
- Act in such a way that is consistent with employers' procedures and respect each patient need for confidentiality and maintenance of his / her dignity and individuality.
- Apply standard principles of infection control to all activities at all times
- Full understanding of safeguarding and reporting process
- Responsible for the development and delivery of high-quality administration processes to aid the delivery of safe and effective clinical services in a variety of settings as required
- Exercise excellent communication skills with a wide range of stakeholders.
- Daily use of EMIS Community module and Aadastra
- Be aware of the priorities and needs of the service and assisting in achieving all deadlines.
- Maintain a courteous "can do" helpful attitude and respect confidentiality.
- Ensure access to safe disposal of waste according to CBC Health Federation Policy

General Professional Duties:

- To support training and development of self and others.
- To maintain personal professional competency and appropriate development.
- Maintain appropriate skills within professional registration responsibilities
- To carry out the duties and responsibilities of the post in accordance with CBC Health Federation policies.
- Required to comply with all relevant national and local statutory and mandatory requirements including Health & Safety and Infection Control
- Comply with mandatory record keeping and standards of documentation
- Comply and adhere to registered professional codes or practice and codes of professional conduct
- Demonstrate and work within CBC Health Federation's values

Patient Care:

- Ensure systems and processes are in place to maintain patient safety.
- To work with all partners to ensure the patient and their families are at the centre of everything we do.

- To provide high quality clinical care both remotely and face to face within a variety of settings.
- Ensure fundamental clinical skills are maintained to provide holistic care at all patient contacts.
- To work autonomously, assessing individual patient /client needs as required, initiating investigations, determining a plan of care and initiating appropriate holistic, research-based health information and care within professional scope of conduct.
- Act as a key resource for the patient/client and their family providing direct care, clinical expertise advice and support that is responsive to the needs of the patient group.
- Act as the patients /clients advocate in all matters relating to their care.
- Apply standard principles of infection control to all activities at all times.
- To apply advanced level of understanding in relation to the needs of older people and people with complex needs, and their families.
- To use advanced clinical reasoning skills to underpin care provided.
- To apply specialist skills and knowledge in order to establish professional competence and fitness to practice.
- To utilise opportunities to maintain continued professional development.
- Maintain an up-to-date awareness of professional issues and ensure best practice and evidenced based practice are delivered.

Communications and relationships

- Face to face, telephone and remote contact with patients, carers and their families.
- Work collaboratively with multi professional teams, across health, social care, and third sector providers to ensure practice is efficient, effective, evidence based and safe.
- Work collaboratively with partners, Primary Care, GP practices, Public Health Teams voluntary and third sector providers to ensure the most positive outcomes for patients
- To ensure effective communication systems are established and maintained both within and across the team and professionals.
- To create and maintain a culture which reflects the principles within improving working lives and a “can do” approach to care and service delivery.
- Communicate complex and difficult information to patients, staff, other providers including GP’s necessary in the leadership and management of the patients with complex needs within extra care / UPC setting.
- Adhere to professional standards and CBC’s Health Federation policies regarding communication and record keeping

9. CONFIDENTIALITY

In the course of their work the post-holder may have access to confidential information relating to the company, its staff, stakeholders, and patients. All such information must be treated as highly confidential, and any breach will be subject to disciplinary action. In addition, the nature of this role may mean that the post holder also has access to information regarding local general practices and this should also be treated as confidential.

10. COMMUNICATIONS AND WORKING RELATIONSHIPS

Excellent communication skills with all staff including:

- Directors of CBC
- CEO of CBC
- Divisional Managers

- Staff of CBC
- Urgent Primary Care Team
- Patients, carers and families
- Infection Prevention and control team
- Community locality teams
- GHNFT senior managers and staff
- General Practice Staff
- Other Primary Care Teams
- Primary Care Networks in Gateshead
- Local Authority staff
- CNTW staff and colleagues
- Other Health Care Providers
- North-East and North Cumbria ICB

Confident communicator internal and external to the organisation
Ability to deal with difficult situations professionally

11. PERSONAL AND PEOPLE DEVELOPMENT

The post-holder will participate in any training implemented by CBC Health Federation as part of their employment. The post holder will support junior or trainees.

12. WORKING CONDITIONS:

- Frequent use of VDU
- Occasionally exposed to verbal/violence and aggression
- Face to face direct patient
- Remote clinical assessment/patient contact
- Working autonomously
- Working as part of a team
- Remote working/need to drive to work across locations.
- Regular Interruptions when concentrating
- Competing priorities- time constraints
- Same day next day appointments
- Frequent interruptions/changes in requests
- May need to move around 1 or more facility frequently
- Will be required to work outside of “normal hours” including evenings, weekends and bank holidays as the service needs

13. HEALTH AND SAFETY RESPONSIBILITY

It is the responsibility of the individual to work in compliance with all current health and safety legislation and the company’s Health and Safety Policy and to attend any training requirements both statutory and mandatory in line with the company’s legal responsibility to comply with the Health and Safety and Welfare at Work Act 1974.

14. INFECTION CONTROL

It is the responsibility of all individuals to comply with infection control policies and to attend any appropriate training requirements in line with the company’s responsibility to comply with Government Directives, including COVID-19 regulations.

15. PRIVACY & DIGNITY & RESPECT AND EQUALITY OF OPPORTUNITY

CBC Health Federation is committed to ensuring that all current and potential staff, patients, and visitors are treated with dignity, fairness, and respect regardless of gender, race, disability, sexual orientation, age, marital or civil partnership status, religion or belief or employment status. Staff will be supported to challenge discriminatory behaviour.

16. PROFESSIONAL CODE OF CONDUCT

To abide by the Code of Practice of Professional body as published by the relevant regulatory body.

17. PARTNERSHIP WORKING

CBC Health Federation delivers services with Partner organisations as part of Gateshead Care Partnership. The other Partner organisations are made up of, Gateshead NHS Foundation Trust (GHNFT), Gateshead Local Authority, and CBC Health Federation.

Collaboration, mutual respect, and trust are fundamental to successful partnership working. All staff employed into the company will frequently be working across organisational boundaries to ensure patient safety is paramount, and pathways of care are seamless and inclusive. All staff are expected to work professionally, respectfully and in collaboration with the partners and with frequent contact with voluntary and third sector organisations.

18. GENERAL

This job description is intended as a guide to the principal duties and responsibilities for the post and should not be considered an exhaustive list. It is subject to change in line with future development of the company.

PERSON SPECIFICATION
Nurse Practitioner

Criteria	Description	Essential	Desirable	Method of Assessment
Professional Registration	Professional registration (NMC) or HCPC	✓		A/C/I
Qualifications	Clinical Qualification- Registered Nurse (Adult)	✓		A/C/I
	Relevant healthcare Degree	✓		A/C/I
	Clinical skills course/Advanced practitioner	✓		A/C/I
	Non-Medical Prescriber	✓		A/C/I
	Teaching Qualification ENB998/ or equivalent experience	✓		A/C/I
	Masters' qualification or willingness to work towards	✓		A/C/I
	Evidence of ongoing CPD and professional development	✓		A/C/I
	Leadership qualification e.g., LEO		✓	A/C/I
	Enhanced IT Skills – databases, excel, work, outlook, and internet		✓	A/C/I
Skills knowledge and experience	An understanding of the principles of clinical governance and NHS Policy Issues	✓		A/I
	Experience of multi-disciplinary and inter/agency working	✓		A/I
	Experience of liaising with statutory and non-statutory services and agencies	✓		A/I
	Experience of evaluating the training needs of staff and implementing appropriate training programs	✓		A/I
	Experience of leading service developments	✓		A/I
	Advanced level specialist skills within the care of older people e.g., undertaking comprehensive assessment, making and receiving referrals, requesting and acting upon diagnostic tests	✓		A/I
	Evidence of advanced clinical reasoning including ability to reflect upon own performance and partake and lead in clinical supervision	✓		A/I

	Significant experience at band 6 team in a community setting or primary care setting		✓	A/I
	Experience of managing/leading staff		✓	A/I
	Knowledge of the frailty agenda		✓	A/I
	Experience of leading an MDT in the NHS		✓	A/I
	Proven knowledge of the principles of risk management, the integrated governance framework and compliance with risk and quality safety standards		✓	A/I
	Experience in change management		✓	A/I
	Experience in leading audits and/or research		✓	A/I
Other	Experience of Communicating delicate, complex and sensitive information at senior level	✓		A/I
	Demonstrate a high level of interpersonal and communication skills	✓		A/I
	Motivational and “can do” attitude	✓		A/I
	Able to move and handle safely without causing harm to themselves or others	✓		A/I
	VDU work	✓		A/I
	Must be able to meet the travel requirements of the role	✓		A/I
	Excellent Organisational Skills		✓	A/I
	Excellent Presentation skills with practical experience		✓	A/I
	Excellent problem-solving skills		✓	A/I
	Experience of leadership within an MDT		✓	A/I
	Trained in moving and handling procedures		✓	A/I
	Assessment will take place with reference to the following information			
A = Application form I = Interview P = Presentation T = Test C = Certificate				