

# Job Description

<b>Organisation:</b>	<b>The Blackmore Vale Partnership, Dorset</b>
<b>Location:</b>	<b>Abbey View Medical Centre, Fontmell Surgery, Sturminster Newton Medical Centre &amp; Marnhull Surgery</b>
<b>Job Title:</b>	<b>Advanced Nurse Practitioner / Advanced Paramedic Practitioner</b>
<b>Line Manager:</b>	<b>Clinical Services Manager</b>

## 1. Job Purpose.

- To act as an autonomous practitioner working independently in congruence with the Health Education England (HEE ) *Multi-Professional Framework for Advanced Clinical Practice in England (2017)*, to independently perform consultations with routine or emergency patients presenting to the practice with previously undiagnosed, undifferentiated problems (that might otherwise have presented to a GP) taking a history, examine, investigate and diagnose the patient's condition as well as instituting medical management (including prescribing medications) and/or making a specialist referral if appropriate.
- Provide expert professional advice to patients, carers and colleagues and ensure the maintenance of clinical excellence.
- To develop new and innovative concepts, models, methods and practices to deliver new and improved primary care services to meet the needs of the practice and PCT population.
- To provide education and training to other staff and students.
- To undertake research as part of the role.

## Clinical

- Practise in compliance with their respective code of professional conduct and within their scope of practice, being responsible and accountable for their decisions, actions and omissions at this level of practice.
- Demonstrate a critical understanding of their broadened level of responsibility and autonomy and the limits of own competence and professional scope of practice, including when working with complexity, risk, uncertainty and incomplete information.
- Act on professional judgement about when to seek help, demonstrating critical reflection on own practice, self-awareness, emotional intelligence, and openness to change.
- Work in partnership with individuals, families and carers, using a range of assessment methods as appropriate e.g. of history-taking (face to face, telephone triage, eConsult), holistic assessment; identifying risk factors; mental health

assessments; requesting, undertaking and/or interpreting diagnostic tests; and conducting health needs assessments.

- Demonstrate effective communication skills, supporting people in making decisions, planning care or seeking to make positive changes, using Health Education England's framework to promote person-centred approaches in health and care.
- Use expertise and decision-making skills to inform clinical reasoning approaches when dealing with differentiated and undifferentiated individual presentations and complex situations, synthesising information from multiple sources to make appropriate, evidence-based judgements and/or diagnoses.
- Initiate, evaluate and modify a range of interventions which may include prescribing Medicines, therapies, life style advice and care.
- Exercise professional judgement to manage risk appropriately, especially where there may be complex and unpredictable events and supporting teams to do likewise to ensure safety of individuals, families and carers.
- Work collaboratively with an appropriate range of multi-agency and inter-professional resources, developing, maintaining and evaluating links to manage risk and issues across organisations and settings.
- Act as a clinical role model/advocate for developing and delivering care that is responsive to changing requirements, informed by an understanding of local population health needs, agencies and networks.

### **Leadership and Management**

- Pro-actively initiate and develop effective relationships, fostering clarity of roles within teams to encourage productive working.
- Role model the values of their organisation/place of work, demonstrating a person-centred approach to service delivery and development.
- Evaluate own practice, and participate in multi-disciplinary service and team evaluation, demonstrating the impact of advanced clinical practice on service function and effectiveness, and quality (i.e. outcomes of care, experience and safety).
- Pro-actively contribute to the attainment of performance management targets, such as the quality Outcomes framework
- Actively engage in peer review to inform own and other's practice, formulating and implementing strategies to act on learning and make improvements.
- Lead new practice and service redesign solutions in response to feedback, evaluation and need, working across boundaries and broadening sphere of influence.
- Actively seek feedback and involvement from individuals, families, carers, communities and colleagues in the co-production of service improvements.
- Critically apply advanced clinical expertise in appropriate facilitatory ways to provide consultancy across professional and service boundaries, influencing clinical practice to enhance quality, reduce unwarranted variation and promote the sharing and adoption of best practice.

- Demonstrate team leadership, resilience and determination, managing situations that are unfamiliar, complex or unpredictable and seeking to build confidence in others.
- Continually develop practice in response to changing population health need, engaging in horizon scanning for future developments (e.g. impacts of genomics, new treatments and changing social challenges).
- Demonstrate receptiveness to challenge and preparedness to constructively challenge others, escalating concerns that affect individuals, families', carers', communities' and colleagues' safety and well-being when necessary

## **Education**

- Critically assess and address own learning needs, negotiating a personal development plan that reflects the breadth of ongoing professional development across the four pillars of advanced clinical practice.
- Engage in self-directed learning, critically reflecting to maximise clinical skills and knowledge, as well as own potential to lead and develop both care and services.
- Engage with, appraise and respond to individuals' motivation, development stage and capacity, working collaboratively to support health literacy and empower individuals to participate in decisions about their care and to maximise their health and well-being.
- Advocate for and contribute to a culture of organisational learning to inspire future and existing staff.
- Facilitate collaboration of the wider team and support peer review processes to identify individual and team learning.
- Identify further developmental needs for the individual and the wider team and supporting them to address these.
- Supporting the wider team to build capacity and capability through work-based and inter-professional learning, and the application of learning to practice.
- Act as a role model, educator, supervisor, coach and mentor, seeking to instil and develop the confidence of others.

## **Research**

- Critically engage in research activity, adhering to good research practice guidance, so that evidence-base strategies are developed and applied to enhance quality, safety, productivity and value for money.
- Evaluate and audit own and others' clinical practice, selecting and applying valid, reliable methods, then acting on the findings.
- Critically appraise and synthesise the outcome of relevant research, evaluation and audit, using the results to underpin own practice and to inform that of others.
- Take a critical approach to identify gaps in the evidence base and its application to practice, alerting appropriate individuals and organisations to these and how they might be addressed in a safe and pragmatic way.

- Actively identify potential need for further research to strengthen evidence for best practice. This may involve acting as an educator, leader, innovator and contributor to research activity and/or seeking out and applying for research funding.
- Develop and implement robust governance systems and systematic documentation processes, keeping the need for modifications under critical review.
- Disseminate best practice research findings and quality improvement projects through appropriate media and fora (e.g. presentations and peer review research publications).
- Facilitate collaborative links between clinical practice and research through proactive engagement, networking with academic, clinical and other active researchers.

### **Confidentiality:**

- In the course of seeking treatment, patients entrust practice staff with, or allow us to gather, sensitive information in relation to their health and other matters.
- Comply with Legislation with regards to General Data Protection Regulation (GDPR) as it applies in the UK, tailored by the Data Protection Act 2018.
- The post-holder must regard all information relating to patients and their carers, practice staff and other healthcare workers (as well as information relating to the practice as a business organisation) as strictly confidential
- Information relating to patients, carers, colleagues, other healthcare workers or the business of the practice may only be divulged to authorised persons in accordance with the practice policies and procedures relating to confidentiality, data protection legislation and the protection of personal and sensitive data, as well as other related healthcare legislation (e.g. the NHS Confidentiality Code of Practice)

### **Health & safety.**

- The post-holder will implement and lead on a full range of promotion and management of their own and others' health and safety and infection control as defined in the practice Health & Safety policy, the practice Health & Safety manual, and the practice Infection Control policy and published procedures. This will include (but will not be limited to):
- Using personal security systems within the workplace according to practice guidelines.
- Awareness of national standards of infection control and cleanliness and regulatory / contractual professional requirements, and good practice guidelines.
- Identifying the risks involved in work activities and undertaking such activities in a way that manages those risks across clinical and patient process.
- Making effective use of training to update knowledge and skills and initiate and manage the training of others across the full range of infection control and patient processes.
- Safe management of sharps procedures including training, use, storage and disposal.
- Actively identifying, reporting, and correction of health and safety hazards and infection hazards immediately when recognised.

- Keeping own work areas and general / patient areas generally clean, sterile, identifying issues and hazards / risks in relation to other work areas within the business, and assuming responsibility in the maintenance of general standards of cleanliness across the business in consultation (where appropriate) with other sector managers.
- Undertaking periodic infection control training (minimum once annually).

### **Equality and diversity**

- The post-holder will support the equality, diversity and rights of patients, carers and colleagues, to include:
- Acting in a way that recognizes the importance of people's rights, interpreting them in a way that is consistent with practice procedures and policies, and current legislation.
- Respecting the privacy, dignity, needs and beliefs of patients, carers and colleagues.
- Behaving in a manner which is welcoming to and of the individual, is non-judgmental and respects their circumstances, feelings priorities and rights.
- Identify patterns of discrimination and take action to overcome this and promote diversity and equality of opportunity
- Enable others to promote equality and diversity in a non-discriminatory culture
- Support people who need assistance in exercising their rights
- Monitor and evaluate adherence to local chaperoning policies
- Act as a role model in the observance of equality and diversity good practice
- Accept the rights of individuals to choose their care providers, participate in care and refuse care
- Assist patients from marginalised groups to access quality care
- Undertake any training required in order to meet the needs of the practice

### **WORKING CONDITIONS**

- Potential exposure to body fluids, blood, wounds, fleas and lice.
- Possible exposure to aggressive behaviour.
- Regular use of Display screen equipment
- Requirement to travel between different locations e.g. home visits, care homes and the branch surgery.
- Requirement to provide extended access in line with practice or external initiatives.
- The working day will include exposure to busy, potentially stressful situations requiring prolonged periods of high levels of concentration and resilience.
- The working day is modelled on 25 patient face to face consultations per day in clinic and including up to 2 home visits. A telephone consultation is the equivalent of 0.5 face to face consultations.