

JOB DESCRIPTION

|  |  |
| --- | --- |
| **JOB DETAILS** | |
| **Job Title** | **Pathfinder Clinical Specialist (Nurse/Therapist/paramedic)** |
| **Reports to** | **Band 6 Pathfinder Clinical Practitioner / Team Lead** |
| **Band** | Band 6 |
| **Department/Directorate** | **Pathfinder Team - Health and Social Care Directorate** |

|  |
| --- |
| **JOB PURPOSE** |
| * To be an integral member of the Pathfinder Team providing holistic assessment, care planning, signposting and advice to patients and their carers in acute and community care settings. * The role includes a wide range of acute, chronic and terminal care cases, many having highly complex social situations and/or presentations * Provide comprehensive holistic assessments to ensure patients are discharged from hospital with appropriate support. * Provide holistic assessments of patients in their own homes to ensure they remain at home with appropriate support. * Involvement in planning, co-ordination, delivery and evaluation of all elements of the service provided and working closely with other clinicians. * Provide effective guidance, management/supervision, and appraisal for junior staff and support workers and teach skills/knowledge to others within both formal and informal environments.  |  | | --- | | **Context:** | | The post holder will work as part of the Pathfinder Team in NDDH, primarily in A&E and the Medical Assessment Unit, but this role also reaches across other inpatient areas of NDDH. There is also a community based element to the role, visiting patients in their homes for follow up and/or as part of the Acute Hospital at Home Frailty Pathway.  The post holder will fulfil all tasks and work as part of a team.To meet the needs of the service, the post holder may be required to work in other areas as appropriate as directed by the line manager.  Caseload Management: This post requires caseload management which will vary according to location and complexity. There will be a responsibility to provide advice to patients with potentially complex and specialist needs as well as carers and other staff disciplines.The post holder will pass on skills/knowledge to others within both formal and informal environments.Provide direct support and guidance to registered and non-registered staff with potentially challenging cases/situations **Flexible Working**  As services evolve changes to working patterns maybe required.  To meet the needs of the service, the post holder may be required to work in other areas as appropriate as  directed by the line manager.  **Budget**  To be responsible for the use of resources in the most efficient and effective way.  To authorise spending on equipment from Community Equipment Store to a value of £2,000 [2014] following authorisation training. | |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| This post requires weekend and evening working. |
| **KEY WORKING RELATIONSHIPS** |
| The post holder is required to deal effectively with staff of all levels throughout the Trust, the wider Healthcare community, external organisations and the public. This will include verbal, written and electronic media.   |  |  |  | | --- | --- | --- | | To work collaboratively with: | **Frequent** | **As Required** | | Clerical Staff | √ |  | | Cluster Manager, Service Lead or Team Lead | √ |  | | Community equipment store | √ |  | | Health and Social Care Teams | √ |  | | Consultants | √ |  | | GPs and other practice staff |  | √ | | Head of Physiotherapy and Occupational Therapy Services |  | √ | | NDHT staff at all levels | √ |  | | Nursing Staff /specialist nurses | √ |  | | Other specialist services |  | √ | | Patients, relatives and carers | √ |  | | Social Services | √ |  | | Voluntary agencies |  | √ | | Single Point of Access (SPOA) | √ |  | |

|  |
| --- |
| **ORGANISATIONAL CHART** |
|  |
| **COMMUNICATION/RELATIONSHIP SKILLS** |
| * To use and develop effective communication and motivational skills with patients and carers to gain their cooperation for treatment and maximise rehabilitation potential and to ensure understanding of more complex conditions. * Ensure effective communication at all times, taking a team approach to patient care and service needs. * Attend multidisciplinary meetings, board rounds and visits as appropriate to ensure an integrated approach which benefits patients’ overall care and discharge plans. * Be prepared to give talks/demonstrations regarding your work to colleagues and others. * Write comprehensive reports regarding generic patient assessment, treatment outcomes and recommendations to GPs, consultants, health and social care colleagues and other members of the multidisciplinary team. * Liaise closely with all members of the health care team and other agencies in all matters regarding patients’ care, discharge and future care management. * Read and interpret a range of patients’ medication, medical and social history and social care plans * Communicate complex and sensitive information e.g. prognosis. * Work with patients referred with complex communication and cognitive problems e.g. following a stroke and other neurological conditions. * Obtain patient consent and work within a legal framework with patients who lack capacity to consent to treatment. |
| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * Undertake a comprehensive, holistic clinical assessment of patients presenting with complex multi-factorial problems using specialist analytical skills and clinical reasoning. At times the patients will have highly complex needs. * Work in collaboration with other teams to support a consistent and equitable service across the Trust. * Working outside of discipline (within competencies) to provide a multidisciplinary assessment. * Contribute to the development of integrated locality teams. * Propose changes to improve practice in line with local and national guidelines. * Undertake risk assessment, using specialist clinical judgement and provide accurate feedback to the team as necessary e.g. in relation to lone working. * Apply specialist clinical reasoning skills after assessment to decide appropriate management plan and approach. * Read and interpret a range of patients’ medication, medical and social history and social care plans |
| **PLANNING/ORGANISATIONAL SKILLS** |
| * Plan patients’ care, managing an individual caseload of patients effectively and efficiently. * Exercise good personal time management, punctuality and consistent reliable attendance. * Organise own day to day activity and that of support staff and junior staff, delegating activities and providing specialist advice as appropriate. * Thinking ahead and planning delivery of services over the longer term |
| **PATIENT/CLIENT CARE** |
| * Manage own caseload and management programmes to a high standard expected of an experienced clinician. Support is available from Pathfinder Band 7 clinicians, through clinical supervision and from other specialist or skilled staff. * Prioritise and assess patients referred, taking an evidence-based and reflective practice approach, using a wide range of skills to maximise patient/user independence. * Identify specific problems/needs, develop goals and highly specialist management plans in partnership with the patient and others. * Provide comprehensive assessments utilising basic skills outside of own discipline’s usual scope (within own competency level). * Evaluate patient care in the specialty and be proactive in developing services to meet national and local standards. * Evaluate patient/user progress and modify treatment/input if required. * Maintain accurate and timely patient records and reports using agreed standard formats * Be professionally accountable for all aspects of your own work within the context of an autonomous practitioner. * Comply with trust infection control policies and conduct oneself at all time in a manner as to minimise the risk of health care associated infections. |
| **POLICY/SERVICE DEVELOPMENT** |
| * Keep abreast of professional and related NHS/Social Services developments in liaison with Professional/ Service Lead colleagues. * Identify opportunities to improve the service, taking account of resources available, discussing your ideas with colleagues and Therapy Lead/ Manager. * Participate in the operational planning and implementation of policy and service development within the team, leading on delegated priorities. * Be aware of and follow the Health and Safety at Work Act and local/national guidelines, reporting any incidents using the correct procedures (DATIX). * Report any accidents/ untoward incidents/ near misses to self, patients, or carers to the manager in accordance with Trust policy. * Be aware of and follow Trust policies and procedures, Nursing and Midwifery Council (NMC) or Health and Care Professions Council (HCPC) codes of professional practice. |
| **FINANCIAL/PHYSICAL RESOURCES** |
| * Assess for, prescribe and order equipment following fair access to care and retail model criteria * Be responsible for safe and competent use of all equipment and patient appliances and ensure junior/clinical support workers obtain competency prior to use. * Ensure equipment has appropriate checks made. Report any equipment defects, taking action to ensure any such equipment is withdrawn from service. * Demonstrate and instruct on the use of equipment to ensure safety. * Understand and apply the eligibility criteria for services. |
| **HUMAN RESOURCES** |
| * Supervise junior staff, students and other members of staff where necessary. * Participate in clinical supervision as supervisor and supervisee. * Participate in staff appraisal as appraiser and appraisee, identifying own and others’ areas for development. * Participate in and where necessary lead and teach at training sessions for staff and other agencies. * Be prepared to share areas of knowledge and experience both formally and informally. * Ensure NMC or HCPC registration is maintained through continuing professional development activity and evidenced to line manager. * Assist in the recruitment of relevant grades of staff as appropriate. * Work with the Manager/s to ensure clinical cover across the team is maintained especially at times of service pressure. |
| **INFORMATION RESOURCES** |
| * Contribute to collecting statistical data to monitor and develop team activity, using electronic and paper methods. * Contribute to methods to manage caseload pressures most effectively. * Maintain accurate and timely patient records using agreed standard formats. |
| **RESEARCH AND DEVELOPMENT** |
| * Maintain an up to date knowledge of all areas of clinical practice using a variety of CPD methods and to maintain a CPD portfolio. * Participate in clinical governance activities e.g. audit, research, service reviews, taking a lead if delegated to do so. |
| **PHYSICAL SKILLS** |
| * Adhere to NMC/HCPC professional standards of practice. * Be professionally accountable for all aspects of your own work, within the context of an autonomous practitioner. * Undertake specific projects as required. * Assess, prescribe and demonstrate the safe use of equipment, including wheelchairs in a variety of settings including the patient’s home. * Basic computer skills to maintain patient records, record activity, e mail and order equipment etc. * Therapeutic handling of patients (e.g. positioning, stair practice) demonstrating dexterity, co-ordination and palpatory skills often with the need for prolonged physical effort. This will include patients with complex and highly specialist needs*.* |
| **PHYSICAL EFFORT** |
| * Manually handle equipment (wheelchairs, health care equipment) and furniture frequently, following ergonomic risk assessment as per statutory training and service risk assessment. * Treatment may necessitate working in restricted positions or limited space. * Driving to meet the requirements of the post. * Work in community settings where appropriate equipment may not be available. (e.g. moving and handling equipment). |
| **MENTAL EFFORT** |
| * Manage competing demands of providing services on a daily basis. * Read, decipher and interpret patient information. * Manage a caseload in an unpredictable work pattern. * Frequent mental effort in assessment and treatment programmes. * Identify strategies to motivate patients to comply with their treatment plan. |
| **EMOTIONAL EFFORT** |
| * Work with patients who may have a poor/life limiting prognosis. * Work with patients in the aftermath of bad news. * Work with patients with mental health problems and occasional challenging behaviour. * At times talk to relatives following a death. |
| **WORKING CONDITIONS** |
| * Work in a variety of settings according to patient needs including patients’ own homes which can involve hot/cold temperatures, cluttered, noisy and unhygienic environments. * Work with patients with a wide range of conditions including contact with body fluids. |
| **OTHER RESPONSIBILITIES** |
| Take part in regular performance appraisal.  Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling  Contribute to and work within a safe working environment  You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection  As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust’s disciplinary policy) up to and including dismissal.  You must also take responsibility for your workplace health and wellbeing:   * When required, gain support from Occupational Health, Human Resources or other sources. * Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health. * Follow the Trust’s health and wellbeing vision of healthy body, healthy mind, healthy you. * Undertake a Display Screen Equipment assessment (DES) if appropriate to role. |
| **GENERAL** |
| This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.  Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.  T*his is* |

PERSON SPECIFICATION

|  |  |
| --- | --- |
| **Job Title** | Pathfinder Clinical Specialist (Nurse/Therapist) |

.

|  |  |  |
| --- | --- | --- |
| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**  Degree or Graduate Diploma in therapy or Nursing  HCPC or NMC registration  Additional post-graduate training relevant to the post e.g. moving and handling, clinical skills training | E  E  E |  |
| **KNOWLEDGE/SKILLS**  Evidence of continuing professional development  Knowledge of relevant NSFs, appropriate national guidance and other relevant initiatives  Evidence of participating in Clinical Audit  Multi-disciplinary team working across health, social and voluntary sectors  Proven ability of complex case management  Excellent communication skills  Core IT skills | E  E  E  E  E  E | D |
| **EXPERIENCE**  Appropriate clinical experience and competence in relevant clinical setting  Evidence of supervisory experience | E  E |  |
| **PERSONAL ATTRIBUTES**  Able to work as a team member  Good time management  Good organisational skills  Self awareness of own levels of competence | E  E  E  E |  |
| **OTHER REQUIREMENTS**  The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.  Ability to travel to other locations as required | E  E |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | **FREQUENCY**  **(Rare/ Occasional/ Moderate/ Frequent)** | | | |
| **WORKING CONDITIONS/HAZARDS** | | **R** | **O** | **M** | **F** |
|  | | | | | |
| **Hazards/ Risks requiring Immunisation Screening** | |  |  |  |  |
| Laboratory specimens | Y |  |  |  |  |
| Contact with patients | Y |  |  |  |  |
| Exposure Prone Procedures | Y/N |  |  |  |  |
| Blood/body fluids | Y |  |  |  |  |
| Laboratory specimens | Y |  |  |  |  |
|  | | | | | |
| **Hazard/Risks requiring Respiratory Health Surveillance** |  |  |  |  |  |
|  | | | | | |
| Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate) | N |  |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | N |  |  |  |  |
| Chlorine based cleaning solutions  (e.g. Chlorclean, Actichlor, Tristel) | Y |  |  |  |  |
| Animals | Y |  |  |  |  |
| Cytotoxic drugs | Y |  |  |  |  |
|  | |  |  |  |  |
| **Risks requiring Other Health Surveillance** | |  |  |  |  |
| Radiation (>6mSv) | N |  |  |  |  |
| Laser (Class 3R, 3B, 4) | N |  |  |  |  |
| Dusty environment (>4mg/m3) | Y |  |  |  |  |
| Noise (over 80dBA) | N |  |  |  |  |
| Hand held vibration tools (=>2.5 m/s2) | N |  |  |  |  |
|  | | | | | |
| **Other General Hazards/ Risks** | |  |  |  |  |
| VDU use ( > 1 hour daily) | Y |  |  |  |  |
| Heavy manual handling (>10kg) | Y |  |  |  |  |
| Driving | Y |  |  |  |  |
| Food handling | Y |  |  |  |  |
| Night working | N |  |  |  |  |
| Electrical work | N |  |  |  |  |
| Physical Effort | Y |  |  |  |  |
| Mental Effort | Y |  |  |  |  |
| Emotional Effort | Y |  |  |  |  |
| Working in isolation | Y |  |  |  |  |
| Challenging behaviour | Y |  |  |  |  |