 **JOB DESCRIPTION**

**1. JOB DETAILS**

**Job Title**: **Advanced Ophthalmic Macular Nurse Practitioner/Specialist Optometrist/Specialist Orthoptist**

**The post holder will be working in the macular Ophthalmology Service**

**Band**: **Band 6**

**Responsible To: Nurse/Practitioner Consultant in Ophthalmology/ Lead**

**Practitioner for Macular Service**

**Head Optometrist/Head Orthoptist (as appropriate)**

**Accountable To: Nurse/Practitioner Consultant in Ophthalmology/ Lead**

**Practitioner for Macular Service**

**Head Optometrist/Head Orthoptist (as appropriate)**

**Department/Directorate**: **Ophthalmology**

**2. JOB PURPOSE:**

* Undertakes Ophthalmic Telephone & referral Triage following patient assessment and categorising guidelines in line with NICE guidance for macular conditions.
* Assess patients, plans and implements care, provides specialist advice and maintain associated records for patients in the macular practitioner service.
* Participate in setting, monitoring and evaluating standards of care in partnership with other members of the ophthalmic multidisciplinary team to ensure the delivery of holistic, evidence based and clinically effective specialist macular services.
* Undertake intra vitreal injection clinics for anti VEGF treatment for various macular conditions in line with agreed local protocol and NICE Guidelines.
* Provide education and training to a range of associate allied health care professionals within the macular service.
* Ability to Work autonomously within local unit agreed competencies, departmental guidelines and protocols without direct supervision; in addition to working closely with all members of the multi-disciplinary team.
* Work within a variety of sub speciality ophthalmology clinics to meet the developing needs of the service appropriate to the post holders area of expertise.

This position is based at the Trust's main Wonford site, In the West of England Eye Unit at The Royal Devon & Exeter Hospital., however the post holder will be required to travel to other community hospital sites on a regular basis to provide macular and anti VEGF clinic services.

**3. KEY WORKING RELATIONSHIPS:**

* Patient and carers
* Consultant Ophthalmologists, other medical staff
* Other Ophthalmic specialists and practitioner leads
* Optometrists
* Orthoptists
* GPs
* Cluster Manager for Ophthalmology
* Heads of Department
* WEEU DCU and OPD staff
* Medical secretaries/administration staff
* National and local voluntary organisations, charities and volunteers

**4. DIMENSIONS:**

* All staff, patients and carers within the Royal Devon & Exeter NHS Foundation Trust who require the services of the West of England Eye Unit.
* To provide a service across the community of Exeter, East and Mid Devon and work with outside agencies in the provision of ophthalmic care.

# 5. ORGANISATIONAL CHART

Associate Medical Director Divisional Director Assistant Director of

Surgical Services Surgical Services, Critical Care, Trauma & Nursing

Orthopaedics

Cluster Manager

Ophthalmology

Lead Clinician Head of Retinal Head Orthoptist Head Optometrist Head of Glaucoma

Ophthalmology Senior Nurse Service Service

Medical Band 6 post holder

**6. KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES:**

**Clinical Practice**

* Participates in telephone and referral assessment within the designated WEEU area.
* Assesses, develops and implements specialist practitioner programmes of care.
* Undertakes and/or teaches clinical procedures that require dexterity and accuracy including slit lamp examination of anterior and posterior segment, and intra vitreal injection of anti VEGF for a range of macular conditions in line with NICE guidelines.
* Reviews patients and situations independently and makes independent management decisions regarding care and further review within their own professional competency and Trust guidelines.
* Understands and recognises own limitations and refers to a more experienced staff member (e.g. Nurse/Practitioner Consultant, Medico-retina lead, Glaucoma lead, Optometrist, Orthoptist) or medical colleague when required.
* Provides sound specialist advice to patients and their families/carers, staff of all disciplines and students.
* Communicates with a range other staff of all disciplines, acting as a resource including liaison with other health care providers within the Trust and primary care setting regarding diagnosis and treatment advice
* Where professional training permits, undertakes non-medical prescribing within sphere of competence. Complying with the requirements of the non-medical prescribing policy and professional body guidance.
* Where professional training permits, carries out Optometry and/or Orthoptic clinics as appropriate and as per timetabled service requirements.
* Shows a willingness to learn new skills to expand own knowledge to work in WEEU sub speciality ophthalmology clinics for example primary care and A&E setting under agreed protocols when required.

**Leadership**

* Works within the macular specialist practitioner service to the agreed level of competency.
* Supports the development of specialist multidisciplinary team services
* Participation in the production and presentation of reports/internal audits as required
* Provides representation on committees/working groups as required
* Awareness of budgetary limitations and provides highest quality practitioner service within those confines.
* Ensures line manager is aware of any concerns regarding the quality of service provided and does so in a constructive manner
* Has a personal duty of care in relation to equipment and resources

**Education**

* Provides teaching in practice to other staff and students through clinical supervision/facilitation as appropriate.
* Acts as a positive role model for other staff and students
* Teaches patients and their families/carers about managing own condition

**Research and Development**

* Ensures clinical practice developments are based on best available evidence.
* Assists in the review and disseminates of new information to relevant staff.
* Coordinate the evaluation of clinical practice in relation to its evidence base and clinical effectiveness and proposes changes to practice accordingly
* Provides learning opportunities for a variety of pre and post graduate learners
* Participates in In-House teaching to junior staff of all support workers
* Offers practical and academic support for Community based Health Care Professionals to consolidate their learning experiences.

**Professional Development:**

* Maintain responsibility for own professional and specialist development.
* Participate in regular performance appraisal of junior staff as required.
* Use reflection to identify and prioritise education/development needs.
* Pursue an on-going programme of professional education/development relevant to the specialty.
* Be a member of a professional specialist forum/association (where such exists) and attend regional/national meetings and conferences when possible.
* Undertake any training required in order to maintain competency including essential training i.e. infection control, fire, moving and handling, resuscitation

**THE TRUST - PURPOSE AND VALUES**

We are committed to serving our community by being a high quality specialist Hospital with consultant-led services. We aim to co-ordinate our services with primary and community care, and to develop a limited number as Sub-Regional Referral Centres with appropriate levels of research, development and educational involvement. Where appropriate, and consistent with our services, we may provide services aimed at preventing disease and debilitation.

We aim to make all our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so. We will share our knowledge with neighbouring healthcare agencies and professionals.

We recruit competent staff whom we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staff’s commitment to meeting the needs of our patients.

We are committed to equal opportunity for all and encourage flexible working arrangements including job sharing.

### **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, the Trust reserves the right to insist on changes to your job description after consultation with you.

The RD&E is a totally smoke-free Trust. Smoking is not permitted anywhere on Trust property, including all buildings, grounds and car parks. For help to quit call 01392 207462.

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.

The post holder is expected to comply with Trust Infection Control Policies and conduct him/her at all times in such a manner as to minimise the risk of healthcare associated infection.

**PERSON SPECIFICATION**

**(POST ATTRIBUTES)**

**POST : Advanced General Ophthalmic Practitioner**

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| REQUIREMENTS | At Recruitment | At PDR |
| QUALIFICATIONS/SPECIAL TRAINING :  Registered with relevant governing body (NMC/GOC/HCPC)  First level degree in related subject or equivalent evidence of clinical ability and academic study  Recognised teaching qualification or prepared work towards  Hold a non-medical prescribing qualification or be able to work under PGD | E  D  D  D | E  D  D  E |
| KNOWLEDGE/SKILLS:  Excellent verbal and written communication skills  Ability to manage own case/workload  Ability to lead other clinical staff & junior staff  Ability to review the performance and development of other staff  Ability to participate in research and audit activity  Ability to implement and manage changes to practice successfully  Computer literacy | E  D  D  D  D  D  E | E  E  E  E  E  D  E |
| EXPERIENCE:  Relevant post registration experience at Band 5 or equivalent in Ophthalmology  Experience of multi-professional working  Experience of teaching in practice  Ability to support and influence change | E  E  D  D | E  E  E  E |
| PERSONAL REQUIREMENTS:  Able to work as an effective team member  Diplomatic, calm and objective  Highly motivated and enthusiastic  Personally and professionally mature  Demonstrates enthusiasm whilst recognising own limitations | E  E  E  E  D  E | E  E  E  E  E  E |
| OTHER REQUIREMENTS:  Hold a drivers licence and is able to travel between sites on a sessional basis. | E | E |

\* Essential/Desirable

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| **Hazards within the role, used by Occupational Health for risk assessment** | | | | | |
| Laboratory Specimens  Proteinacious Dusts | X | Clinical contact with patients | X | Performing Exposure  Prone Invasive Procedures | X |
| Blood/Body Fluids | X | Dusty Environment |  | VDU Use | X |
| Radiation |  | Challenging Behaviour |  | Manual Handling | X |
| Solvents |  | Driving | X | Noise |  |
| Respiratory Sensitisers |  | Food Handling |  | Working in Isolation | X |