Royal Devon University Healthcare NHS Foundation Trust

JOB DESCRIPTION

JOB DETAILS	
Job Title	Agile Senior Research Nurse – Somerset
Reports to	Agile Research Team Leader
Band	Band 6
Department/Directorate	NIHR CRN SWP

JOB PURPOSE

The National Institute for Health Research (NIHR) is funded through the Department of Health and Social care to improve the health and wealth of the nation through research. The NIHR is a large, multi-faceted and nationally distributed organisation.

The NIHR plays a key role in the Government's strategy for economic growth, attracting investment by the life-sciences industries through its world-class infrastructure for health research. Together, the NIHR people, programmes, centres of excellence, and systems represent the most integrated health research system in the world.

The NIHR Clinical Research Network is tasked with supporting the rapid set-up and effective conduct of commercial and non-commercial studies, so that researchers can gather the robust evidence needed to improve treatments and provide an evidence base for the health and care system. The NIHR Clinical Research Network is led by a national Coordinating Centre, and operates through 15 Local Clinical Research Networks (LCRNs). These local Networks drive clinical research delivery performance across the locality, and champion the role of research in the health and care system at every level.

This post will work as part of the NIHR Clinical Research Network South West Peninsula's (CRN SWP) expanding Agile Research Delivery Team, supporting research across a variety of clinical specialties and a range of settings including GP practices, acute, community, care homes, local authority and social care settings.

The post-holder will support the safe conduct of research in accordance with the Research Governance Framework and Good Clinical Practice guidelines and provide assurance that the rights, safety and well-being of trial participants are protected. The post-holder will work with the research team to plan, implement, organise and manage concurrent research projects. S/he will develop networks with Multidisciplinary Teams across the Trust and other appropriate regional and national agencies. S/he will coordinate and manage the relevant study portfolio and deliver recruitment accrual in line with performance and monitoring objectives. The post-holder will be responsible for the implementation and monitoring of the clinical requirements associated with research to ensure optimum delivery of clinical trials. S/he will ensure that all research procedures are conducted according to study protocols and will be accountable for the care of research participants with a focus on providing a quality experience. The post-holder is responsible for his/her own workload for the screening, recruitment, consent, data collection and retention of patients into research studies. Workloads will be flexible and at times will involve cross regional support of other research teams and a flexible approach to work. On occasion the post-holder will deputise for the band 6 senior research nurse.

Local Information

The NIHR Clinical Research Network South West Peninsula (NIHR CRN SWP) is formed from partner organisations in Somerset, Devon, Cornwall and the Isles of Scilly covering a population of approximately 2.2 million. The region includes a range of health and care providers across the South West including acute, mental health, community, primary care, social care and public health.

All the NHS Trusts are currently engaged with and recruiting to NIHR Portfolio research studies and key relationships have been built with other providers of health and care who are also embracing the opportunity to become involved with NIHR research.

For commercial studies the CRN industry team are the single point of contact for life sciences companies wanting to conduct studies, the team work closely with partners to conduct feasibility, site identification and performance manage adopted studies. The NIHR CRN industry team works closely with the post holder and clinical experts to ensure studies are both feasible and eligible to enter the portfolio. CRN will support studies from pharmaceutical companies, biotech and medical device companies, using processes and systems, which are consistent across CRNs.

The region benefits from a 'prime site' relationship with IQVIA, the largest international Contract Research Organisation. The region is also active with many other commercial partners across a breadth of specialty areas.

We are seeking a registered nurse who has recent relevant clinical experience to become a key member of the Agile Research Delivery Team (ARDT), delivering clinical research studies across the Health and Social Care system including Primary Care, Community, Social Care and non-NHS settings across Somerset. You will support the safe conduct of research in accordance with the Research Governance Framework and Good Clinical Practice guidelines and provide assurance that the rights, safety and wellbeing of trial participants are protected.

This role will be based across Somerset and incorporates a combination of office based and remote working. There is an expectation that the postholder will travel to a number of locality venues within the Community on a regular basis including GP Practices, Community Hospitals, Care Homes & Hospices to assist with clinical research activities and engage and promote research across the Peninsula, therefore having a UK driving licence and access to a car is essential.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES

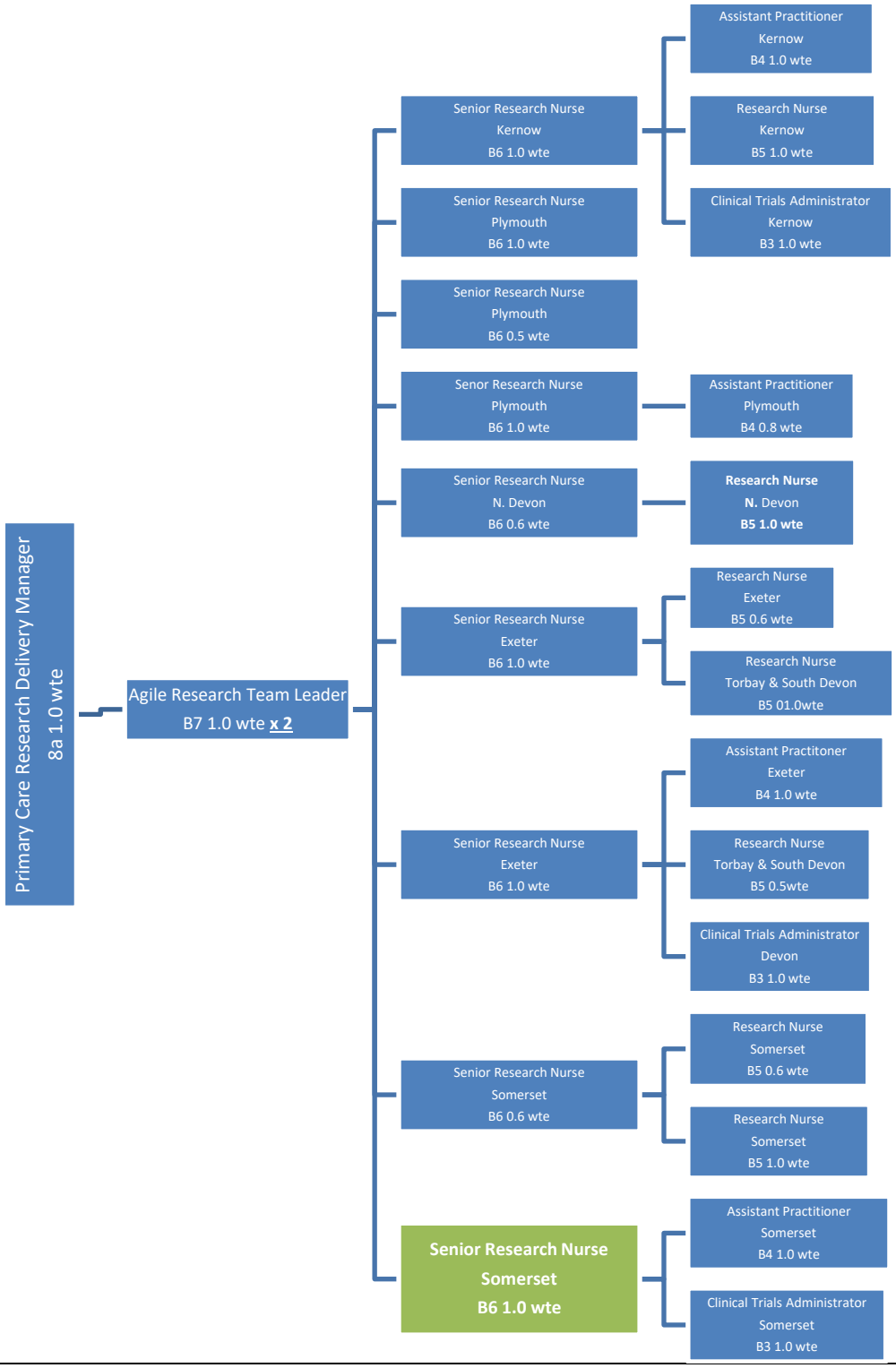
- Responsible for the operational delivery of the clinical research team work-plan within the relevant specialties.
- Manage research performance within the relevant specialty in relation to team activities and study timelines.
- Collaborate across the healthcare community within the region to improve research delivery.
- Keep up to date with research management issues through liaison with other Research Specialists /Team leaders and link with national networks.
- Act as line manager for junior members of the research staff as applicable (e.g. Research Assistant Practitioner, Research HCA, and Research Administrator). This will include clinical supervision and mentorship to members of staff and students.
- Ensure all staff within sphere of responsibility have access to essential training and achieve 100% compliance.
- Be responsible for the deployment of HR policies including proactively managing sickness and performance in line with the Trust policy.
- Ensure the health, safety and security of the clinical research team within sphere of responsibility.
- Assist the Team Lead with the training and development of clinical research practitioners and administrators to ensure retention of staff and workforce development where possible.
- Lead in the delivery of education and training regarding research for the wider Multidisciplinary Team and act as an ambassador for research.
- Contribute to the development and implementation of clinical and research policies, procedures and SOPs.
- Facilitate and maintain effective communication within the research team and between the multidisciplinary clinical team.
- Promote a blame free culture in reporting incidents and where appropriate support local investigation of incidents.

- Attend and actively participate in Trust Appraisal. Appraise other staff where appropriate.
- Manage, coordinate, implement and undertake delegated research/clinical trials and provide supervision to other research staff and students.

KEY WORKING RELATIONSHIPS

Internal to the Trust	External to the Trust
• SWP CRN Chief Operating Officer • Deputy Chief Operating Officer • Clinical Leads • Clinical Research Speciality Leads • Research Delivery Managers • Agile Research Team Leader • Agile Research Nurses/Practitioners • Senior Research Associates	• Lead Research Nurses / Practitioners • Principal Investigators • General Practices • Community Pharmacists • Study Participants and their families • Study Sponsors and Clinical Research Associates • Partner Organisations

ORGANISATIONAL CHART



FREEDOM TO ACT

- Be responsible for the care of research participants within the relevant sphere of practice and use opportunities to provide health promotion and patient education.
- To provide information and support to patients and their families involved in research / clinical trials.
- Provide clear information and support to patients and carers relating to the research protocol, procedures treatment and follow-up.
- Adhere to Standard Operating procedures

- Escalate on-going study performance issues to the Senior Research Nurse or Team Lead.
- To work alone at times and supervised with guidance around standard operating procedures.
- To use relevant knowledge to perform all research procedures according to protocols and extend this experience to support others in the research team and other health care professionals where appropriate.
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COMMUNICATION/RELATIONSHIP SKILLS

Recognise the value of skilled open communication in the development of professional-patient relationships and with other members of the multi-disciplinary team.

Facilitate and maintain effective communication within the research team and between the multidisciplinary clinical team.

To communicate with a variety of members of the multidisciplinary team on a daily basis communicating complex trial information in a clear and effective manner.

Communicate with the Clinical Research partners and their representatives on a daily basis attending meetings where required.

Obtain informed consent where delegated to do so by the Principle Investigator.

Deal with enquiries from other Health Care Professionals, patients and carers.

ANALYTICAL/JUDGEMENTAL SKILLS

- Use relevant clinical knowledge to screen and identify patients for clinical research using inclusion and exclusion criteria and utilising NHS records, screening clinics, visiting wards and outpatients and using Trust IT systems and databases.
- Monitor clinical standards within the research team and escalate any persistent issues to the Team Lead.

PLANNING/ORGANISATIONAL SKILLS

- Provide cover for other Research Nurses/ Practitioners as required, within sphere of competency.
- Work with research teams to monitor and plan in advance their research workload through robust feasibility processes and planning.

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PATIENT/CLIENT CARE

- Be responsible for the safe and accurate collection of research data through clinical procedures such as venepuncture, history taking, standard observations (height, weight, BP, RR, HR, SpO2 temperature) and other assessments such as ECG, physical examinations, disease specific outcome measures, questionnaires, rated scales, qualitative interviewing as required by the protocol.
- Monitor treatment toxicity/side effects and initiate changes to treatment as required by the protocol. Escalate any concerns to the Principle Investigator or relevant physician and act as a support to other members of the team.
- Centrifuge, process, track and ship samples in line with protocol requirements.
- Ensure the safe administration of any treatments and drugs given within the context of a clinical trial and act as a specialist clinical resource to the members of the team.
- Ensure accurate patient trial documentation, including the use of electronic data capture systems and ensure relevant information is recorded in patients' medical notes in a timely manner.
- Refer to other specialists as required in order to provide optimal care of the participant.
- Treat all persons encountered during the course of duties with respect and courtesy and maintain a standard of conduct which best represents the clinical trials team and the Trust.
- Work within the relevant professional code of conduct, demonstrating accountability for own actions and awareness of own limitations
- Proactively seek feedback from participants and their families during their research involvement on the standard of information and care that they have received including participating in the clinical trials patient feedback survey.

- Be proficient in relevant clinical skills for research - cannulation (as required) and venepuncture, ECG.
- Ensure the safe handling, storage and transportation of patient samples/bodily fluids.
- Be trained and proficient in receiving valid informed consent in the context of a clinical trial from patients as appropriate and as the study protocol specifies.
- When managing a caseload of research patients:-
    - Work autonomously to manage own caseload of patients whilst working as part of the multidisciplinary team across the health community including primary care.
    - Work without supervision, assess, plan care regimes and review patients independently as per trial protocols.
- Support patients in making an informed treatment choice by providing specialist knowledge in relation to the disease process, treatment options and treatment side effects.
- Provide on-going information, education and support to patients (and their significant others) regarding clinical trials/research and specific trial treatments.
- Liaise with all members of the multi-disciplinary team in primary care, to ensure optimal care provision.
- Implement a specialist plan of care for trials/research patients. Provide continuity of care to patients and their carers throughout their treatment programme.
- Monitor patients' condition and refer to other specialists as required to ensure optimal patient care.
- Administer trial medication, as required.
- Maintain accurate patient trial documentation, complete Case Record Forms, including the use of electronic data capture systems and ensure relevant information is recorded in patients' medical notes.
- Take a leading role in the care of research participants within sphere of competence and provide relevant health promotion and education.
- Act as a specialist resource and role model for all aspects of Research Clinical Practice in order to optimise patient care and clinical practice this may include carrying out physical assessments, conducting sample retrieval and processing, providing or coordinating interventions and treatments, clinical monitoring.
- Ensure the environment is suitable for patient care and research processes, recognising the importance of privacy, dignity and diversity.

POLICY/SERVICE DEVELOPMENT

- Assess and evaluate the progress of on-going clinical trials for which the post holder has responsibility, maintaining accurate records of the status of studies and providing regular updates to the department on the status of the studies. This will involve ensuring that EDGE (Local Patient Management System) is updated with key trial data and validated efficiently. Ensure NIHR metrics are adhered to and recorded accurately on EDGE.

FINANCIAL/PHYSICAL RESOURCES

- Have an awareness of the income stream relevant to Clinical Trials and work within, local and Trust wide financial and budgetary guidelines.
- Ensure accurate costings for clinical research activity in community and primary care settings during study set up. Utilise planning tools such as the intensity toolkit as required.
- Identify resource implications for individual studies and the portfolio of studies within the specialty.
- Ensure research equipment is maintained in an effective working and good clinical order.

HUMAN RESOURCES

- Lead the recruitment of new junior personnel and ensure that an appropriate and safe skill mix is maintained. Work with the Team Lead to promote retention of staff.
- Undertake all mandatory training and ensure that the clinical workforce is up to date with mandatory training.
- Work clinically in differing specialties and in non NHS and primary care settings.

- Lead in the recruitment of Research Nurses/Practitioners/research Associates within the relevant team.
- Assist the Team Lead with the training and development of clinical research practitioners and administrators to ensure retention of staff and workforce development where possible.
- Work clinically in differing specialties and in non NHS and primary care settings

INFORMATION RESOURCES

- Assess and evaluate the progress of on-going clinical trials and research maintaining accurate records of the status of studies and providing regular updates to the Senior research nurse on the status of the studies. Interpreting Research projects protocols and conveying and handling of statistical information, with an ability to convey information to practice teams and patients (including families) in an understandable format for the audience concerned.
- Maintaining a database of practice visits, modifying, maintaining and analysing of the database information. Adhere to the Principles of the Data Protection Act in all transactions involved within the role in order to protect patient information and clinical trials agreements
- Interpret research protocols and convey and handle statistical information with an ability to subsequently communicate information to practice teams and patients in an understandable format.

RESEARCH AND DEVELOPMENT

- Demonstrate professional development and an in-depth knowledge of current clinical and research practice.
- Provide on-going specialised advice and information to patients and their carers/families with regard to their participation in clinical research in order to facilitate effective informed consent.
- Where appropriate receive and document written informed consent from research subjects, for their participation in research studies and support other members of the team with best practice.
- Support the Senior Management team in promoting best research practice designed to enhance nursing care of patients involved in research in the non NHS and primary care settings.
- Provide specialist information and support across specialties to research support staff and other community nurse staff, as well as clinically based staff at practice level.
- Be responsible for promoting and overseeing appropriate referral pathways and recruitment of patients to research, completing recruitment plans and processes with teams as required.
- Promote and oversee the appropriate referral and recruitment of patients to research within the department.
- Assess and evaluate the progress of on-going clinical trials and research undertaken in the department maintaining accurate records of the status of studies and providing regular updates to the department on the status of studies
- Be responsible for running clinical trials in primary and community care
- Support the Research Associates in promoting research in the non NHS and primary care setting
- Support patient, carer and public engagement and involvement in the primary care and non NHS setting
- Provide specialist advice and support to other members of the multidisciplinary team with regard to ICH GCP, R&D and REC registration and approval, project development, implementation, completion and dissemination.

PHYSICAL SKILLS

The role requires flexibility as the research offices are not necessarily based where the patients are recruited or seen for their clinical research appointments.
Covering a multi Trust site portfolio or performing home visits will mean the post-holder is required to ensure they can commit to this requirement.

PHYSICAL EFFORT

Frequent requirement to exert moderate physical effort. Research offices are not based where patients are seen or recruited and the research team members are required to work across multiple sites in Primary Care and the Community in Somerset and on occasion working or attending meetings in Devon and Cornwall.

Frequent car journeys – on occasions - some of which may be longer than 1 hour.

MENTAL EFFORT

Data accuracy and IT skills are essential to this role and combining clinical skills with these demands can be mentally difficult. Undertaking data entry is a requirement for this role and can often require long periods of concentration.

There can be occasional requirements for intense concentration when performing IT training for a new study requiring mastering a series of IT programmes.

EMOTIONAL EFFORT

Rare exposure or occasional indirect exposure to distressing/emotional circumstances.

On occasion the post holder maybe required to undertake discussions about research with participants and their families during times of emotional distress.

WORKING CONDITIONS

Attending Investigator Meetings can mean traveling around the country or even abroad. Travel arrangements are made and costs covered by the sponsors and commercial companies but flexibility is required in order to accommodate attending these meetings.

The post-holder maybe required respond to an incidence driven recruitment strategy and this may be achieved through use of a bleep, group WhatsApp, text, and phone call.

OTHER RESPONSIBILITIES

- To take part in regular performance appraisal.
- To undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling.
- To contribute to and work within a safe working environment.
- The post holder is 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.

APPLICABLE TO MANAGERS ONLY

- Evidence that supporting employee health and wellbeing is included in any documents outlining the skills and knowledge that line managers need.
- Proportion of line managers whose job descriptions include supporting employee health and wellbeing.

DISCLOSURE AND BARRING SERVICE CHECKS

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

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.

Northern Devon Healthcare NHS Trust and the Royal Devon and Exeter NHS Foundation Trust continue to develop our long standing partnership with a view to becoming a single integrated organisation across Eastern and Northern Devon. Working together gives us the opportunity to offer unique and varied careers across our services combining the RD&E's track record of excellence in research, teaching and links to the university with NDHT's innovation and adaptability.

PERSON SPECIFICATION

Job Title	Agile Senior Research Nurse – Band 6

Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
Registered Nurse	E	
Relevant Healthcare Degree	E	
Research Training (e.g. GCP, degree module, informed consent)	E	
Management or Leadership qualification		D
KNOWLEDGE/SKILLS		
Knowledge of the Research Governance Framework and Good	E	
Clinical Practice Guidelines	E	
Knowledge of clinical trials & research methodologies	E	
Knowledge of data collection and data entry for clinical trials	E	
Pertinent clinical skills including venepuncture	E	
IT skills including ability to work with databases	E	
Ability to organise and prioritise own workload and work to tight deadlines	E	
Ability to make independent decisions	E	
Critical appraisal skills	E	
Good leadership skills and proven managerial ability		D
EXPERIENCE		
Experience of clinical research within the NHS setting	E	
Broad and recent clinical experience relevant to the post	E	
Proven record of meeting participant recruitment targets		D
Line Management experience within the NHS		D
Experience of delivering commercial and academic research		D
PERSONAL ATTRIBUTES		
Ability to work autonomously	E	
High level of interpersonal and communication skills	E	
Flexible and adaptable	E	
Willingness to learn, instigate and develop efficient working systems	E	
Ability to work cohesively as a member of a team	E	
Willingness to undertake any necessary training and development to enhance work performance	E	
Commitment to openness, honesty and integrity in undertaking the role	E	
Willingness and ability to work across the healthcare community	E	
OTHER REQUIRMENTS		
The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	E	
Ability to travel to other locations as required.	E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent) R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	Y				x
Contact with patients	Y				
Exposure Prone Procedures	Y			x	
Blood/body fluids	Y				x
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)	N				
Animals	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				x
Heavy manual handling (>10kg)	Y		x		
Driving	Y				x
Food handling	N				
Night working	N				
Electrical work	N				
Physical Effort	Y		x		
Mental Effort	Y				x
Emotional Effort	Y			x	
Working in isolation	Y			x	
Challenging behaviour	Y		x		