

JOB DESCRIPTION

JOB DETAILS	
Job Title	Ophthalmic Nurse Practitioner
Reports to	Lead Nurse and CNS Ophthalmology
Band	Band 6
Department/Directorate	Ophthalmology Surgical

JOB PURPOSE
<p>To provide ongoing professional and clinical leadership to the Ophthalmic Nursing team and deliver evidence based care as part of their role to the wider multidisciplinary team.</p> <p>The post holder is expected to carry out all relevant forms of care and procedures for which they are competent to practice without direct supervision.</p> <p>To act as deputy to the Ophthalmic Clinical Nurse Specialist to provide knowledge and skills to the rest of the team and participate in associated management activities.</p> <p>To work as a member of the ophthalmic team under the supervision of the CNS to perform nurse led clinics within their competency.</p> <p>The post holder will act as leader in the ophthalmic outpatient's team and be professionally accountable for the standard of care in that department.</p> <p>The post holder will be actively involved in the nurse led team providing intravitreal injections to patients.</p> <p>To provide Ophthalmic Nursing advice, clinical education and Nursing development within the department, within a clinical Governance Framework.</p>

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<p>Function as a professional role model for the Nursing team, demonstrating clinical and managerial skill.</p> <p>Ensure staff work within current policies and guidelines to meet the requirements of statutory bodies and the Trust</p> <p>Maintain standards of conduct to sustain public confidence in accordance with NMC code of Professional conduct and Trust Policies</p> <p>Participate in Ophthalmic clinics held in the acute and community hospitals</p> <p>Administer and maintain custody of all medicines, including controlled drugs, adhering at all times to the Trust's Policy on Administration of Medicines. Allow access to eye drops as specified in the condition specific drop SOP and the trusts Administration of Medicines Policy</p>

Participate in the training and development needs of staff to ensure the team is equipped to fulfil the needs of the service and that individuals have equitable access to development opportunities

Demonstrate a high commitment to professional and personal development to ensure that professional competencies are maintained and developed to continue to meet the needs of the service. Maintaining an up-to-date Personal Development Plan.

KEY WORKING RELATIONSHIPS

Areas of Responsibility:

The post holder will have key working relationships with the Ophthalmic outpatient teams at NDDH and the community hospitals, the lead nurse for Ophthalmology, Clinicians in ophthalmology, Hospital Opticians and Orthoptists.

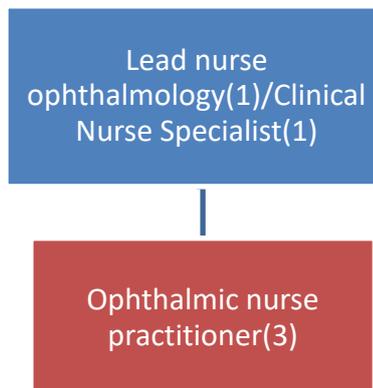
The post holder is required to communicate effectively with patients, carers and other staff members within the trust and community settings.

No. of Staff reporting to this role: None

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none">• Clinical nurse specialist• Lead nurse ophthalmology outpatients• Consultants• All other nurse team members• Associated ophthalmic teams• Admin team	<ul style="list-style-type: none">• GP's• Community Opticians• Patients• Carers

ORGANISATIONAL CHART



FREEDOM TO ACT

The post holder will act independently within areas of competency to deliver high standards of treatment and follow-up care in post-operative cataract clinics and the intravitreal injection service. Will seek advice from CNS/Clinician if outside of skills set.

The post holder is guided by standard operating procedures to choose treatment options follow-up frequency referral to another ophthalmic pathway or discharge

COMMUNICATION/RELATIONSHIP SKILLS

Responsible for communicating and involving patients and their families/carers during the planning and delivery of care to ensure that they understand and agree with the programme of care

Cooperate and communicate clearly and professionally with all members of the multidisciplinary team to facilitate effective provision of care and treatment

Actively participate in team/department, meetings to contribute to problem solving and decision making

Monitor, maintain an regularly review acceptable standards of care in conjunction with other members of the multidisciplinary team

Respond to patient/family/carer and professionals enquiries regarding Ophthalmic conditions, working within protocol

ANALYTICAL/JUDGEMENTAL SKILLS

On a daily basis use clinical judgement to interpret complex imaging data, which require the analysis and interpretation seeking advice from CNS/Clinician when outside of knowledge.

Participate in Nurse led clinics without direct supervision, by accurately performing highly skilled Ophthalmic examinations/tests. Taking appropriate action to ensure tests are carried out with precision.

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Assessing patients general health and screening for various medications recommended by clinicians.
Requesting appropriate tests ie bloods, chest xrays, OCT's

PLANNING/ORGANISATIONAL SKILLS

The post holder will organise their own workload each day ensuring any specific drugs or pieces of equipment required are available if not and an alternative cannot be identified inform the admin staff to cancel the patient.

Covering colleague absence and leave

PATIENT/CLIENT CARE

The post holder will have direct contact with patients assessing their eye condition and planning their care and follow up review.

The post holder will deliver intravitreal injections and change injection care as appropriate to reduce post injection complications.

Responsible for the assessment and planning of care needs and development of programmes of care, including implementation and evaluation, to ensure that high quality evidence based care is delivered

POLICY/SERVICE DEVELOPMENT

The post holder will be required to implement policies and service changes. They will be involved in implementing policy changes contributing to policies and developing policies with their skills knowledge.

Support operational initiatives by participating in their introduction and evaluating their effects e.g. Nurse Led Clinic

Respond to complaints and suggestions to effect improvements with the service

FINANCIAL/PHYSICAL RESOURCES

No financial responsibilities

HUMAN RESOURCES

The post holder is responsible for undertaking appraisals and promoting clinical supervision.

Ensure that every team member understands their role and responsibilities and support and develop individuals through the use of the appraisal system

The post holder is responsible for creating an environment which is conducive to learning for patients, staff and students of Nursing

Assist in the co-ordination of the formal and informal training and development opportunities to enable all staff to perform their job and maximise their potential

Participate in the recruitment selection and interviewing process

INFORMATION RESOURCES

Responsible for maintaining up to date accurate and comprehensive paper and electronic records and ensuring that all records on the Department are completed to an agreed standard

Develop and update patient information/education leaflets/ web site to ensure specialist and general patient information/education is given in a timely and appropriate manner

Participate in and develop patient information/education leaflets

RESEARCH AND DEVELOPMENT

Participate in Audit and produce an action plan to improve identified areas of poor practice

PHYSICAL SKILLS

The post holder will be able to maintain physical positioning to perform procedures and examinations on patients lying on trolleys, examination chairs and wheelchairs.

Able to move awkward pieces of equipment to position patients effectively.

High level of dexterity to perform delicate ophthalmic procedures including: Intravitreal injections, minor lid procedures, removal of corneal sutures, lacrimal sac washout, lash epilation, insert/remove contact lenses, removal lid sutures when appropriate competency achieved.

PHYSICAL EFFORT

The post holder will need to stand for long periods of time on a daily basis.

They will be required to manoeuvre awkward pieces of large equipment for each patient seen in their clinic on a daily basis.

The post holder will need to sit at a slit lamp for short periods of time during clinic sessions.

MENTAL EFFORT

Intravitreal injections, virtual and face to face clinics all involve concentration and account for 90-100% of our workload. Frequent mental effort involved.

EMOTIONAL EFFORT

Dealing with patient hardship stories daily and contributing to this infrequently with bad news re ability to drive or progression of eye condition causing deteriorating sight

Management of patients with sight threatening conditions on a day to day basis

WORKING CONDITIONS

The policy holder will frequently spend long clinic sessions in rooms with no windows or air conditioning. Temperatures frequently exceed 26'.

The policy holder may experience aggressive behaviour on a daily basis from patients or carers.

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.

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

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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
NMC Registered Nurse Level 1	E	
Evidence of Continuous Professional development (CPD) at degree level	E	
Plus		
Ophthalmic Qualification OND ENB or similar. Or equivalent Ophthalmic experience.	E	
Will require experience related to the post	E	
Teaching and assessing (Mentorship) qualification i.e. 730 C&G/ENB998 or willingness to work towards		D
NMP or willingness to work towards		D
KNOWLEDGE/SKILLS		
Evidence of excellent verbal and written communication skills at all levels.	E	
Competent in delivering intravitreal injections within agreed protocols and competency.	E	
Ability to represent the department at meetings of internal, local and regional levels	E	
Good leadership skills	E	
Good organisational time management skills	E	
Ability to record and deal with accurate facts, figures and information	E	
Ability to problem solve, prioritise work and delegate.	E	
Ability to identify and manage risk	E	
Flexible to change to meet the demands of the service	E	
Willingness to acquire new skills		
Willingness to lead and assist with projects of change	E	
Computer literate to Core B standard	E	
Able to manage and conduct nurse led cataract post op clinics	E	

EXPERIENCE		
Post registration experience in Ophthalmology	E	
Evidence to support a programme of personal and professional development	E	
Able to develop SOP's and policies		D
Evidence of previous post op cataract clinic experience.	E	
Evidence of intravitreal training	E	
Able to perform minor ophthalmic procedures i.e. sac washout, corneal suture removal, epilation, minor ops		D
PERSONAL ATTRIBUTES		
Good interpersonal skills	E	
Good communication skills	E	
Ability to be empathetic	E	
Ability to handle difficult or emotional situations	E	
Excellent organisational skills	E	
Motivation	E	
Ability to adapt to meet the needs of the service	E	
Good team working to work independently without supervision	E	
OTHER REQUIREMENTS		
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	

Complete the table below as appropriate

		FREQUENCY			
		(Rare/ Occasional/ Moderate/ Frequent)			
WORKING CONDITIONS/HAZARDS		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	N				
Contact with patients	Y				
Exposure Prone Procedures	N				
Blood/body fluids	N				
Laboratory specimens	N				
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	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	Y				
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				
Heavy manual handling (>10kg)	Y				
Driving	N				
Food handling	N				
Night working	N				
Electrical work	N				
Physical Effort	Y				
Mental Effort	Y				
Emotional Effort	Y				
Working in isolation	Y				
Challenging behaviour	Y				