

JOB DESCRIPTION

JOB DETAILS	
Job Title	Senior Paediatric Allergy Clinical Nurse Specialist
Reports to	Clinical Matron – Paediatric and Neonates
Band	Band 7 (subject to confirmation of matching)
Department/Directorate	Child & Women's Health

JOB PURPOSE
<p>The Post Holder will be an expert practitioner in Paediatric Allergic diseases, providing professional leadership and management of the Paediatric Respiratory & Allergy nursing team.</p> <p>The Post holder will have high levels of decision making and clinical judgement, and having wide and extensive expertise in provision of treatment skills for all aspects of Allergy care and service planning.</p> <p>The post holder will work as the Lead Specialist Nurse and Team Leader of the Paediatric Allergy service Care and be responsible for organising an efficient and proactive Allergy Nursing Service the aim of which is to provide the highest standard of care to children and adolescents with Allergic Diseases, their families and carers.</p>

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES

<p>Clinical and Professional:</p> <ul style="list-style-type: none"> • The post holder is the lead nurse for assessing, planning, implementing and evaluating programmes for care for patients with complex allergies & Eczema using agreed guidelines and protocols in conjunction with the multi-professional team. • Responsible for performing and interpreting skin prick testing and reporting the results to the multi-professional team. Alongside teaching and training colleagues this procedure. • Responsible for performing and interpreting spirometry results, liaising with the multi-professional team on treatment plans as necessary. Alongside teaching and training colleagues this procedure • Facilitate Nurse led clinic for New referrals to the Paediatric Allergy Service and support Adolescent patients within Transition clinics • Responsible for initiating & monitoring of patients on Omalizumab therapy • Facilitate food challenge sessions within the Paediatric ambulatory unit • Perform drug challenge sessions within the Paediatric ambulatory unit • Initiate sublingual immunotherapy for Grass pollen allergy • Responsible for educating families using evidence-based practice, ensuring this is relevant and up to date. • Responsible for performing food challenges using agreed protocols. Treating patients undergoing food challenges who have allergic reactions/anaphylaxis according to agreed protocols. • Teaching updates on allergy and anaphylaxis for the Paediatric nursing directorate. • Actively supporting research studies within the Allergy service. • Teaching anaphylaxis management to families, consultants and carers using evidence-based practice ensuring this is relevant and up to date. • Participation in MDT meetings on and off site as required • Develop and implement a positive transition programme for young people with allergies. • Work closely with the Multi-Disciplinary Team to develop and conduct Allergy Clinical Nurse Specialist clinics.
--

- Prescribes within trust policy for non-medical prescribers as outlined in the Trust's prescribing policy.

KEY WORKING RELATIONSHIPS

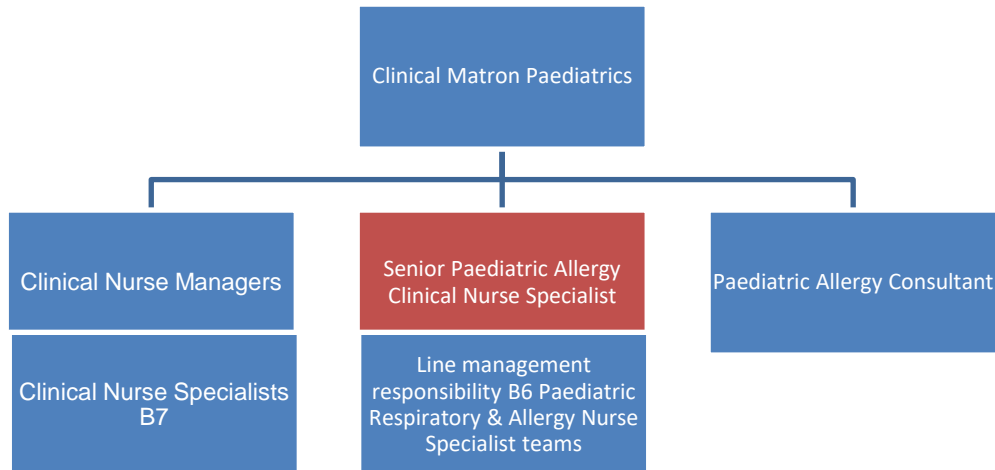
Areas of Responsibility: As a specialist nurse within the Paediatric Allergy team you will work as an autonomous practitioner, within agreed protocols, as well as a key worker within the Paediatric Allergy Team.

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day to day basis. In addition, the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media.

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Consultants in Paediatric Allergy Medicine • Paediatric Multidisciplinary Team • Clinical Matron, Paediatrics and Neonates • Respiratory & Allergy Clinical Nurse Specialists • Secretarial staff • General Practitioners • Nursing staff 	<ul style="list-style-type: none"> • Patients, Relatives and Carers • Secretarial staff • General Practitioners • Health Visitors • School Nurses • District Nurses • Nursing staff

ORGANISATIONAL CHART



FREEDOM TO ACT

- As a specialist nurse within the Paediatric Allergy team you will work as an autonomous practitioner, within agreed protocols, as well as a key worker within the Paediatric Allergy Team.
- Lead specialist in a defined area of nursing care working within a multi-professional team.
- To work autonomously be able to provide expert advice to patient and families in relation to patient condition and specialist treatments and services in line with the Trust and service policy

COMMUNICATION/RELATIONSHIP SKILLS

- Act as a role model, employ professional behaviour that encourages and wherever possible coaches other team members to challenge their current competencies.
- Proactively seek feedback from patients and their families during their attendance to rehabilitation on the standard of care they have received.
- Provide and receive complex and sensitive information, in accordance with information governance procedures, and in a professional and competent manner.
- Create action plans for areas of risk and poor performance, respond to DATIX incidents and complaints.
- Participate in the resolving of complaints and issues at a local level in partnership with patients, carers, their family and other health care professionals.
- Assist in the co-ordinating of mentorship for any new learner nurses.
- The post holder will need to demonstrate excellent communication skills such as empathetic, motivational and persuasive skills - especially when dealing with patients who find it difficult to accept or understand their diagnosis.
- The post holder will maintain links with local and national charities and self-help groups and make these services known to patients.
- To demonstrate politeness, courtesy and sensitivity in dealing with patients, clients, visitors, relatives and colleagues, maintaining good customer relations.
- Develop communications networks to enhance and support the patient experience.
- Upholding Trust's shared values; promoting the corporate image of the Trust to all individuals, groups and organisations both within the Trust and to the community at large.
- Communicate any alterations in service to the wider trust, ICS and relevant stakeholders.
- The postholder will provide and receive sensitive / highly sensitive, complex or contentious information to/from patients, their relatives and members of the public with empathy and reassurance
- Be able to adept your communication styles to meet the needs of patients and their families.
- Frequently apply advanced skills in communicating complex, sensitive and emotive information to patients and carers.
- Attend and present at relevant clinical / professional meetings, seminars and conferences.
- With the support of the Matron/Consultants, makes representation as appropriate at various meetings, providing feedback to the organisation on clinical and professional issues which have an impact on care and standards of practice within their sphere of responsibility.
- Be able to relay or translate complex information to staff, patients, carers into a clear and understandable format.
- Use clinical leadership skills to support decision making and resolve conflict.
- Be able to motivate and negotiate with staff using highly developed listening and persuasive skills to implement change within the service and manage any other impact on other service areas.
- Deal effectively and efficiently with issues of complaint and concern. Demonstrating listening and empathic skills with the ability to resolve potential contentious issues.
- Prepare and deliver presentations, clinical audits and research information to individuals, groups and organisations both within the trust and those in Primary Care.

ANALYTICAL/JUDGEMENTAL SKILLS

- Make operational judgements, manages conflicting views, reconciles inter and intra-professional differences of opinion and escalates for senior clinician review when required.
- Identify own personal development needs to work as a specialist nurse, in accordance with the Trust Framework for specialist nurses, and take appropriate action to ensure these needs are met to maintain skills and knowledge.
- Use advanced analytical and judgemental clinical skills within a diagnostic process, and with reference to evidence-based practice and local protocols, to ensure the delivery of appropriate care.
- Apply theory to practice through appropriate clinical decision-making models and be able to justify their decision making.
- Identify strategies to motivate patients who are complex, have cognitive impairment or have limited communication to comply with their treatment plan.

PLANNING/ORGANISATIONAL SKILLS

- Respond rapidly to changing priorities based on service need to meet patient requirements.
- Participate in operational and strategic planning for the development and delivery of the service, including the development of evidence based clinical guidelines to promote good practice.
- Accepts referrals and discharges patients from the service in line with operational protocols.
- Assist in the development and co-ordination of the Paediatric Allergy service, including the engagement of user involvement

PATIENT/CLIENT CARE

- The post holder is the lead nurse for assessing, planning, implementing and evaluating programmes for care for patients with complex allergic conditions & Eczema using agreed guidelines and protocols in conjunction with the multi-professional team.
- The post holder will provide highly specialist advice and provide Diagnostic assessment and implement care in accordance to national & local guidelines. They will provide treatment plans and review care at recommended intervals
- Provide advanced level holistic practice to clinical area of practice, working collaboratively with all members of the multi professional team to meet the needs of patients.
- Ensure consistent high standard evidence based clinical intervention and decision making informed by local protocols and national guidelines.
- Work in accordance with the Trust Framework, HEE and speciality standards and credentials in undertaking advanced specialist skills in the assessment, planning, implementation and evaluation of care for patients referred. This Includes managing complete episodes of patient care requesting and interpreting appropriate investigations within the scope of practice
- Advise patients, their carers and staff on the promotion of health and prevention of illness.
- Apply highly specialist knowledge in providing advice and support to patients or carers to facilitate informed choice, and self-efficacy.
- Act as an expert resource in specialist field.
- Work with patients/service users, and carers, to optimise outcomes.

POLICY/SERVICE DEVELOPMENT

- Conduct, and lead on the quality improvement to ensure delivery of a safe high-quality service according to national guidance and best practice Trust policies, protocols and service strategy.
- Conduct clinical risk assessments, commence secondary prevention, provide health promotion advice and plan post-hospital interventions for patients add speciality if appropriate in accordance with service protocols and Trust policies.
- Develops protocols for specialist area considering impact on other services and develop policies as required
- Demonstrate compliance with professional policies and procedures at all times, working to local and national evidence based guidelines.

FINANCIAL/PHYSICAL RESOURCES

- Maximise the efficient use of resources and alert budget holders where treatment regimes change, responsible for overseeing stock control.
- The role will require the post holder to be responsible for the management of the electronic rota which will include shift rostering, annual leave, study leave and monitoring of sickness.
- Authorised signatory for overtime payments and bank shifts

HUMAN RESOURCES

- The post holder will be the identified line manager for the Band 6 Paediatric Respiratory & Allergy Nurse Specialists. This role will involve delivering regular performance appraisals and one 2 one reviews.
- Demonstrates leadership and management skills to lead specific practice and service developments or evaluations within a service strategy to which they also actively contribute as a specialist Nurse.

- On-going responsibility to deliver formal and informal specialist teaching initiatives as part of the education strategy in collaboration with the clinical lead to ensure practice development and improved care for patients.
- Take part in and contribute to recruitment processes in the service as required
- Provides specialist education and training to other staff, students, patients and their families.
- Develop knowledge and skills and scope of practice in a structured and supported process, supported by assessment and ongoing learning with an educational/clinical supervisor.
- Provide professional leadership to a team of staff and to deal with challenge and conflict.

INFORMATION RESOURCES

- Records personally generated information, maintains patient / client records to high information governance standards at all times.
- Records and processes research results and disseminate effectively at appropriate levels.
- Uses appropriate computer software to support information analysis in relation to research data.
- Ensures effective documentation in the reporting of incidents using the approved channel.
- Perform periodical reports and feedback the results as per divisional requirements

RESEARCH AND DEVELOPMENT

- Seeks out new knowledge by reading, enquiring and participating in continuing education and attend relevant clinical / professional meetings, seminars and conferences.
- Review and disseminate new information to relevant staff.
- Evaluate clinical practice in relation to its evidence base and clinical effectiveness.
- Use audit skills to enable the specialist team and other health professionals to improve quality of care by undertaking audits of clinical practice and actively contribute to the implementation of the findings/recommendations.

PHYSICAL SKILLS

- To demonstrate advanced computer skills to maintain patient records, prepare reports, prepare and deliver presentations, clinical audit, research and EPR.
- Advanced clinical assessment and reasoning examination skills.
- Highly developed dexterity, co-ordination and palpatory skills for assessment, manual handling and treatment of patients.

PHYSICAL EFFORT

- Dexterity and accuracy required in relation to clinical practice including: manual handling and treatment of patients with complex and specialist needs, on an occasional basis. This would require moderate physical effort over short periods.
- Highly developed dexterity, co-ordination and palpatory skills for assessment, manual handling and treatment of patients. This would require occasional moderate physical effort over short periods and frequent light physical effort.

MENTAL EFFORT

- Be flexible to the demands of the work including unpredictable work patterns.
- Occasional prolonged concentration particularly when using a VDU.

EMOTIONAL EFFORT

- Be able to make calm, rational decisions under stressful situations.
- The post holder will be able to provide support and work with patients in the aftermath of sensitive news.
- Work with patients and families with mental health problems or occasional challenging behaviour.
- The post holder will respond to concerns and questions from a wide range of people who may be anxious and distressed relating to their condition and treatment.
- Dealing with complaints and patient feedback
- Frequent exposure to distressing or emotional circumstances

WORKING CONDITIONS

- Working with patients with a wide range of complex conditions which may involve occasional exposure including contact with bodily fluids such as blood, sputum, urine, vomit. Depending on speciality but every clinical shift could be exposed to these bodily fluids
- There may be occasional exposure to significantly distressed and challenging patients with occasional exposure to verbal and physical aggression.
- Ability to work in shared space with often noisy and frequent interruptions.
- Regular VDU user.

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.

At the Royal Devon, we are committed to reducing our carbon emissions and minimising the impact of healthcare on the environment, as outlined in our Green Plan available on our website. We actively promote sustainable practices and encourage colleagues to explore and implement greener ways of working within their roles.

PERSON SPECIFICATION

Job Title	Senior Paediatric Allergy Clinical Nurse Specialist
------------------	---

Requirements	Essential	Desirable
<u>QUALIFICATIONS / TRAINING</u>		
Registered Nurse – RSCN	√	
RN with equivalent experience in caring for children	√	
Teaching qualification		√
Highly developed, specialist knowledge and expertise acquired through a combination of in-depth experience and post registration study to Masters level or equivalent competence.	√	
Leadership qualification or willingness to undertake		√
Prescribing Qualification or working towards	√	
Advanced Assessment Course		√
<u>KNOWLEDGE / SKILLS</u>		
knowledge and experience of Paediatric Allergy and Atopic conditions	√	
Evidence of delivering Immunotherapy treatments		√
Ability to manage own patient caseload	√	
Ability to apply specialist knowledge within a variety of healthcare settings	√	
Good communication skills	√	
Established Teaching skills	√	
Research and audit skills and an understanding of their application to improve quality of services	√	
Counselling skills		√
<u>EXPERIENCE</u>		
Five years post registration with recent experience in caring for paediatric allergy patients	√	
Intravenous drug administration	√	
Innovator with ability to problem solve	√	
Experience in applying research findings to practice		√

Experience of working with primary healthcare		√
Line Management experience	√	
<u>PERSONAL ATTRIBUTES</u>		
Committed to service development	√	
Ability to work in a Multidisciplinary team	√	
Committed to developing the service	√	
Flexible working practice	√	
Recognition of personal and professional boundaries within the nurse/patient relationship	√	
Effective organisational skills	√	
<u>OTHER REQUIREMENTS</u>		
Committed to further personal and professional development	√	
Able to understand requirement to manage resources effectively	√	

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