

JOB DESCRIPTION

JOB DETAILS	
Job Title	Urology Lead Nurse
Reports to	Associate Director of Patient Care
Band	Band 8b
Care Group	Surgical Care Group

JOB PURPOSE
To provide expert clinical leadership, workforce development and operational support in relation to the delivery of high-quality urology services across cancer and benign pathways within the Care Group and across multiple Trust sites. Facilitating, coordinating and challenging clinical practice and operational processes to ensure safe, effective and patient-centred care, leading service improvements and pathway development across the urology service. Developing and embedding evidence-based practice, innovation and research to enhance nursing standards, improve patient outcomes and optimise the experience of patients and carers throughout the urology pathway.
KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
The postholder will provide strong operational and clinical leadership across the Trust to ensure the delivery of high-quality, evidence-based urology care across both cancer and benign pathways, delivered consistently across multiple sites. The postholder will provide expert advice at speciality, operational and strategic level, supporting the development, coordination and delivery of safe, effective and patient-centred services in line with Trust policies and national guidance. The postholder will provide professional leadership and support to the urology non-medical workforce, ensuring teams are equipped to coordinate complex patient pathways and deliver high standards of care across inpatient, outpatient and diagnostic services. The post holder will work closely with the Lead cancer nurse to support delivery of the cancer agenda. The postholder will be: • Professional lead for the Trust's urology non-medical service across cancer and benign pathways • Responsible for the leadership, development and support of specialist urology teams across multiple sites

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The postholder will ensure that the Trust complies with all relevant requirements relating to the delivery of safe, effective and responsive urology services. This will include advising Trust Directors, Care Group leadership teams, clinicians and clinical staff on national standards, pathway performance, service development, workforce planning and best practice guidance relating to urology care.

The postholder will support Care Group Triumvirate in delivering the Trust Vision as it relates to urology services, taking a strategic lead where required and contributing to quality improvement programmes aligned to the non-medical workforce agenda.

This will include monitoring and improving standards of patient care and nursing practice across urology services throughout the Trust, with a focus on innovation, transformation and pathway integration as services expand and collaborative working across the wider healthcare system develops to meet local population needs.

The postholder will promote and embed a culture where patients, families and carers are empowered, informed and consistently treated with dignity, compassion and respect throughout their urology pathway.

The role may require on-call/senior nurse responsibilities as part of wider job role requirements.

KEY WORKING RELATIONSHIPS

Areas of Responsibility: Clinical

No. of Staff reporting to this role: 12-15

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.

The post holder will be required to work closely with other lead nurses to ensure consistency.

Of particular importance are working relationships with:

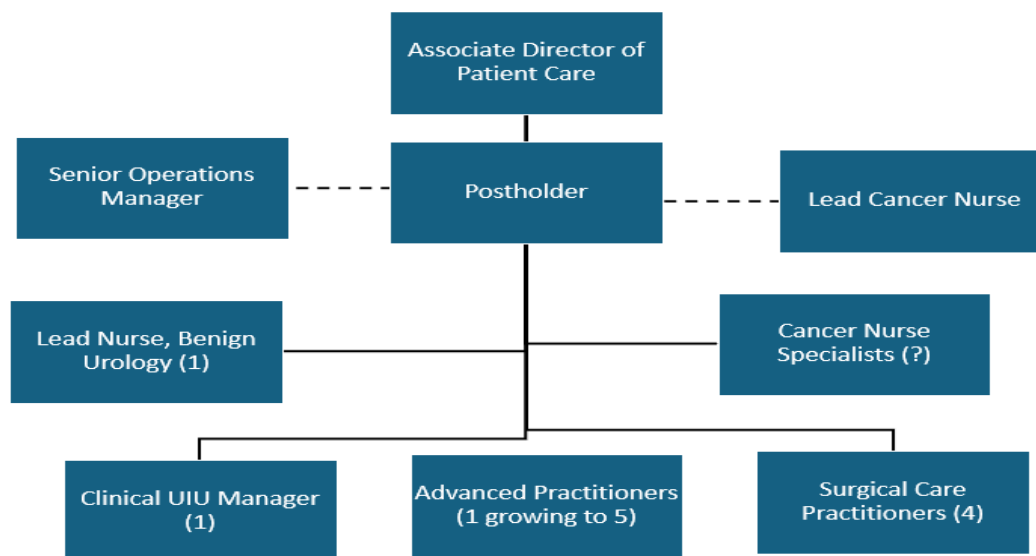
Internal to the Trust	External to the Trust
• Chief Nursing Officer • Directors of Nursing • Medical Directors • Care Group Deputy Medical Directors • Care Group Directors of Patient Care • Care Group Directors • Lead Nurses, Clinical Matrons, Clinical nurse Managers, Midwives • Associate Directors/General Managers/Head of Services • Specialist Nurses • Consultants and other medical staff • Nursing Staff • Governance Managers • HR Business Partner • Divisional Accountant	• Patients/Carers/Relatives • External Agency Managers/staff • Regulators • Other NHS Trusts • ICB • Industry Partners

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- Corporate Services i.e. safeguarding, patient safety, patient experience

ORGANISATIONAL CHART



FREEDOM TO ACT

The post holder has the freedom to act autonomously to ensure that areas within portfolio achieves its

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objectives through the core areas of strategic planning; general management; financial management; performance management; planning, policy and service development, including transformation; service quality; workforce management; and information Management.

The post holder will make decisions based on their own interpretation of broad clinical and professional policies advising the organisation how these should be interpreted. There will be significant autonomy in this role with the post holder being responsible for a wide range of duties. This would include complex patient care and safety decisions, professional leadership, staffing skill mix challenges, and complex HR issues.

COMMUNICATION/RELATIONSHIP SKILLS

- Demonstrate a high level of effective communication with all staff, including often communicating highly sensitive condition related information to patients, relatives, staff and carers.
- Utilise excellent communication and negotiation skills in order to influence and persuade others, engender cooperation in relation to service improvements and the implementation of change within the Trust.
- Demonstrate empathy and all aspects of effective emotional intelligence.
- Provide and receive highly complex, highly sensitive or contentious information, and be aware of and able to manage the barriers that can compromise effective communication. This will also include providing expert advice to managers and clinicians where required.
- Support complex negotiation and discussions with external Trusts, other agencies and non-health services.
- Lead highly sensitive and complex communication strategies on behalf of patients and families with complex health and social care challenges.
- Lead effective liaison, communication and collaborative working with other professionals, other services and non-health agencies.
- Attend external multi-agency meetings to discuss and solve complex challenges with regard to Urology cases.
- Strong presentation skills are required, as is the ability to influence views convincingly and coherently by using a variety of media.
- The post holder will also be required to regularly deal with conflicting viewpoints or information which may be complex or of a sensitive nature where highly developed negotiation skills will be required. This will often be in a pressurised situation.

ANALYTICAL/JUDGEMENTAL SKILLS

The post holder has a high degree of autonomy and responsibility for interpreting / implementing organisational policies, anticipating complex problems for which there is no precedent and for proposing solutions to these.

Strategic priorities and objectives will be agreed with the Urology Speciality leadership team Care Group Director/associate of Patient Care, but day to day prioritisation and planning of work will be largely self-directed in line with agreed objectives. This will also include:

- Providing overarching leadership skills which employs complex analytical and synthesis systems to interpret options for a variety of different challenges across the Trust.
- Analysis and reporting on service demand/activity data to key stakeholders to support future service planning.
- Making complex clinical and operational judgements, manages conflicting views/ reconciles inter and intra professional differences of opinion.

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PLANNING/ORGANISATIONAL SKILLS

- Be required to plan and organise complex activities and programmes, some of which will require adjustment; acting independently and with autonomy, whilst also directing the work of others.
- Manage all urology staffing services, and providing expert advice on professional, managerial and budgetary challenges.
- Take a lead role in formulating and leading strategic plans for advancing the development of Urology services locally, Trust wide and nationally as required.
- Plan specialist nursing service provision in area of responsibility, including education and training.
- Provide routine reports/updates to Service Groups, Assurance Groups, Board and ICB on key areas relating to Urology and respond positively to ad-hoc requests for information on progress on service development.

PATIENT/CLIENT CARE

- Be accountable for the delivery of speciality programmes of care within the Urology service and the provision of specialised advice.
- Provide and demonstrate expert knowledge and skills in relation to Urology, ensuring and promoting credibility amongst relevant stakeholders.
- Have patient/carer contact on a day to day basis within their overall leadership role.
- Develop highly specialist care models and pathways for individual patients across the Trust.
- Be involved in leading complex care strategy meetings and care planning.
- Act as a service and patient advocate at a regional, local and Trust level.
- Practice within the legal and ethically frameworks of the professional role – i.e. NMC Code.
- Provide timely and effective advice and guidance that seeks to optimises health outcomes, avoids preventable admissions and facilitates prompt hospital discharges.
- Ensure provision in place to review/validate incidents linked to Urology within the Trust and that data can be analysed for trends, themes and appropriate response/escalation is in place.
- Active engagement in the digital agenda to improve patient health outcomes.

POLICY/SERVICE DEVELOPMENT

- Maintain an awareness of up-to-date professional and clinical practice issues and ensure that national policy is reflected in practice.
- Lead on the Urology service on behalf of the Trust; particularly managing the current risk to the Trust.
- Hold responsibility for policy development and implementation and/or service changes and develop standards to support the Urology service development and delivery, some of which will impact beyond own area of responsibility.
- Provide assurance that systems and processes are in place to monitor patient safety and quality performance and to take remedial action when required.
- Represent Royal Devon University Healthcare NHS Foundation Trust on local, regional and national groups as required, working closely with other stakeholders to provide the strategic vision for the development of relevant clinical and social care services within the Trust and further afield.
- Implement policies, guidelines and standards in regards to urology service which have been developed at a local, regional and national level in relation to providing the highest quality safe, effective and inclusive person-centred care and services across the Trust.
- Facilitate and challenge clinical practice and processes, and involve relevant staff in improving Urology services for patients.

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- Be accountable for the professional leadership and development of the Urology service, including the relevant policies and service development both within the Care Group and across the Trust.

FINANCIAL/PHYSICAL RESOURCES

- Holds delegated budget for Urology service and authorised signatory for the purchase of some supplies.
- Attend monthly budget meetings with finance
- Effectively manage charitable funds, recognising and balancing finance v. quality/safety/efficiency.
- Participate in annual planning cycle for Trust wide Urology service.
- Act as the Trust lead/contact for the direct purchase system for Urology products across the Trust.
- To act as a key stakeholder in supporting the procurement of resources, equipment (pressure relieving equipment) or contracts pertaining to Urology related care; ensuring that products/services are reviewed in a fair and appropriate manner, considering cost and clinical effectiveness to support their use in practice.

HUMAN RESOURCES

- Provide effective line management of senior nursing staff within the Urology service and other senior staff as delegated by the operational, clinical leads and care group leadership team.
- Lead and hear disciplinary, sickness, performance and grievance procedures as appropriate hearing cases as appropriate ensuring issues in relation to NMC registration/capability/fitness to practice are properly considered and dealt with.
- Act as investigating officer when appropriate for complaints, serious untoward incidents or safeguarding investigations, providing expert opinion in areas/complex situations where there is conflicting and a range of opinions.
- Oversee and provide expert advice with regard to recruitment and selection.
- Provide clinically based teaching sessions within own clinical areas as requested.
- Support the provision of Urology related teaching and education to a variety of multi-professional staff across the Trust, also including students.
- Be accountable for the compliance of essential and mandatory training for all the non-medical Urology staff, including PDRs, absence management, disciplinary & grievance procedures.
- Represent the Director of Patient Care/Associate Director of Patient Care/Care Group Director internally and externally when requested.

INFORMATION RESOURCES

The post holder is responsible for generating and recording information appropriately and for monitoring the quality of information generated by others and undertake regular audits as appropriate.

The post holder will use a variety of software packages and will be required to manipulate data via spreadsheets application and use word-processing or PowerPoint packages for the preparation of presentation and reports.

RESEARCH AND DEVELOPMENT

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- Ensure a proportion of the role's time is utilised to support QI, research and audits within the Care Group, Speciality, and the wider Trust.
- Support and lead sections of the Care Group's Internal Audit programme.
- Evaluate research and audit for the Urology service, with a view to disseminating research and audit findings across the Trust.
- Promote the use of evidence-based practice to improve the quality of care and services within Urology across Royal Devon University Healthcare NHS Foundation Trust.
- Act as a key member within the Care Group management team in implementing and maintaining the clinical governance and risk management work plan, including the evidence of CQC Essential Standards and Outcomes.
- R&D activities will be around 10-15% of workload.

PHYSICAL SKILLS

- The post holder will require highly developed physical skills, including manual dexterity in undertaking some clinical activity associated with urology procedures and catheter care and products.
- Undertakes clinical procedures that require dexterity and accuracy e.g. catheter management ureteral and suprapubic, urodynamics, cystoscopy, flow rate and bladder scanning.
- Ability to deliver patient care in a variety of different settings including North Devon District Hospital, the Royal Devon and Exeter Hospitals, community hospitals, hospital wards, outpatient clinics.
- Ability to carry and move some clinical and teaching equipment around the Trust between locations in accordance with Moving and Handling procedures and policies.

PHYSICAL EFFORT

- The post holder may be required to exert occasional physical effort (loads of not more than 5kg. moving health promotional and educational equipment and materials between locations) on an occasional basis.
- The role will have a combination of sitting, standing and walking with occasional moderate effort for several short periods involving sitting at a VDU for long periods of time.
- The post holder will be required to travel to both Northern and Eastern sites, including the Trust's Community sites where required. The post will involve a combination of sitting, standing, walking duties and developed skills will be required to work clinically.
- Regular need to drive around the geographical area covered by RDUH.

MENTAL EFFORT

- As part of an unpredictable work pattern, the post holder will be required to undertake frequent periods of concentration that may include frequent interruptions to deal with staff needs or service issues.

EMOTIONAL EFFORT

- With the nature of the role it is likely that the postholder will have occasional exposure to distressing/emotional, and occasional indirect exposure to highly distressing/emotional circumstances. This can include anxious and distressed patients, relatives or staff.

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- This role will involve direct face to face contact with patients, or their relatives, carers, conveying unwelcome news and managing associated challenging behaviours.
- This may include various challenging situations such as managing aggressive behaviour or emotionally challenging situations/processes

WORKING CONDITIONS

Required to use VDUs extensively throughout their daily role.

Expected to carry a mobile phone to be contacted when required.

Moderate exposure to bodily fluids and offensive odours when working clinically.

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 (DSE) if appropriate to role.

APPLICABLE TO MANAGERS ONLY

Leading the team effectively and supporting their wellbeing by:

- Championing health and wellbeing.
- Encouraging and support staff engagement in delivery of the service.
- Encouraging staff to comment on development and delivery of the service.
- Providing effective and supportive clinical leadership that inspires, motivates and empowers all nurses within the Care Group and across the Trust to deliver high-quality care to patients.
- Ensuring during 1:1's / supervision with employees you always check how they are.

DISCLOSURE AND BARRING SERVICE CHECKS

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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.

PERSON SPECIFICATION

Job Title	Tissue Viability Lead Nurse
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
Registered Nurse with current and relevant NMC registration	E	
MSc in Nursing or health related field, or equivalent demonstrable experience.	E	
Post-registration of qualification/post-graduate diploma & training preferably in Division/specialties relevant area or experience.	E	
Demonstrates evidence of commitment to professional development.	E	
KNOWLEDGE/SKILLS		
Relevant extensive experience working at a Senior Nurse level within surgical speciality and relevant clinical and management experience.	E	
Experience of working and influencing at a senior level and leading a team or service.	E	
Experience of achieving changed clinical practice.	E	
Demonstrable experience of developing staff and teams.	E	
Demonstrable experience of implementing and managing change effectively.	E	
Thorough and up to date knowledge of speciality nursing theory and best practice, particularly within specialty areas and the application of this in practice.	E	
Understanding of NMC/HPC Code of Practice and requirements of it for the practice and behaviour of staff and self.	E	
Experience of involvement in Clinical Governance.	E	
Strong organisational skills – able to organise own workload and take responsibility for our clinical actions and systems/standards across area of responsibility.	E	
Highly effective communication skills – able to communicate verbally and written to large groups of staff, patients and relatives including in situations of conflict and distress, ensuring that communication is tailored to the person being addressed.	E	
Thorough understanding of Management of COSHH and Health and Safety of Patients Staff and Visitors across the Trust.	E	
Evidence of involvement in service users' advocacy and complaints resolution.	E	
Project management experience.	E	

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EXPERIENCE - Well-developed clinical practice. Able to advise on and implement improvements to the quality and efficiency of care for patients in wards/units and specialties across the Trust. - Ability to make judgements on clinical and professional standards. - Demonstrates commitment to an empathetic and caring approach to patients and relatives and ability to motivate staff to demonstrate this to ensure that all patients' dignity and respect are maintained at all times. - Experience in managing change and service development, including often resolving complex situations - Demonstrates ability to apply research-based practice and advocate it to improve the quality & efficiency of wards/units/services. - Demonstrate ability to interpret and analyse data and adapt national and local policy from several sources into Trust standards. - Ability to act as an effective facilitator and clinical supervisor and demonstrate evidence of ability to educate others. - Ability to initiate, undertake and facilitate audit and clinical effectiveness projects and to develop services from research and best practice guidance. - Ability to write management reports identifying investigation findings, clearly documented with appropriate judgement and actions needed. - Able to gain credibility with and influence fellow clinicians, managers and specialty leads – including influencing clinical changes where appropriate. - Able to lead specific nursing and policy development across the wider health community in conjunction with other agencies.	E E E E E E E E E E E	
PERSONAL ATTRIBUTES - Dealing with bad news – ability to sensitively inform service users on emotional and complex issues such as patient death, diagnosis and treatment, complaints, investigation and resolution. Able to support and facilitate own staff in dealing with these issues. - Conflict – ability to deal with conflict within any of the terms for which post is responsible, which may also include service users.	E E	
OTHER REQUIREMENTS - Management of COSHH and Health and Safety of Patients Staff and Visitors in the ward environment. - Physical skills and ability to manually handle patients and appropriate lifting aids to maintain patient comfort and assist in rehabilitation e.g. patient hoists, commodes, wheelchairs etc. push patients trolleys and beds to the areas of the hospital - Flexible working hours. - The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	E E E	

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• Ability to drive and have access to a car to travel to other locations as required.	E E	
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		FREQUENCY			
		(Rare/ Occasional/ Moderate/ Frequent)			
WORKING CONDITIONS/HAZARDS		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)	Y	X			
Respiratory sensitisers (e.g isocyanates)	Y	X			
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	Y		X		
Animals	N				
Cytotoxic drugs	Y	X			
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				

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Noise (over 80dBA)	Y	X			
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	Y	X			
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	