

## JOB DESCRIPTION

JOB DETAILS	
<b>Job Title</b>	Heart Failure Nurse Specialist (Advanced)
<b>Reports to</b>	Senior Nurse Heart Failure
<b>Band</b>	7
<b>Department/Directorate</b>	Cardiology, Medical Directorate

JOB PURPOSE
<p>Key aims of the heart failure nurse service are provision of an effective and efficient quality service that meets the needs of the patient caseload, to improve quality of life, optimise treatments, and reduce hospital re-admissions.</p> <p>Work as a clinical expert and autonomous clinician to provide heart failure services across the community as part of the heart failure nursing team, providing a seamless service for patients, involving advanced clinical assessment, symptom management, medications management, patient education and psychological care.</p> <p>Key role in the smooth running of the service, maintaining timely, high quality, evidence-based service</p> <p>To work in collaboration with other members of the cardiac nursing service and heart failure team, supported by Senior Nurse for heart failure. Work across organisational and professional boundaries to improve quality of patient care.</p>

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<ul style="list-style-type: none"> <li>• The role is multi-faceted incorporating key functions of policy and standard development, practice development, education, research, audit and professional development. The ultimate aim is the provision of a cost effective, efficient quality service that meets the needs of the patient caseload/client group. It is also envisaged that this service will improve patient quality of life, reduce hospital length of stay for those admitted and reduce hospital re-admissions</li> <li>• The post holder will accept referrals from Cardiologists; GP's and other medical teams and provide autonomous diagnostic skills and clinical expertise to assist the formulation of a definitive diagnosis as per agreed guidelines.</li> <li>• Work within the specialist heart failure nurse team to provide a comprehensive service for patients diagnosed with heart failure, in hospital and in the community.</li> <li>• Autonomously manage a caseload of patients, co-ordinating their heart failure care.</li> <li>• Ensure the service is accessible, flexible and responsive</li> <li>• Contribute to the ongoing development of the heart failure nurse service to provide optimal care and treatment for patients.</li> </ul>

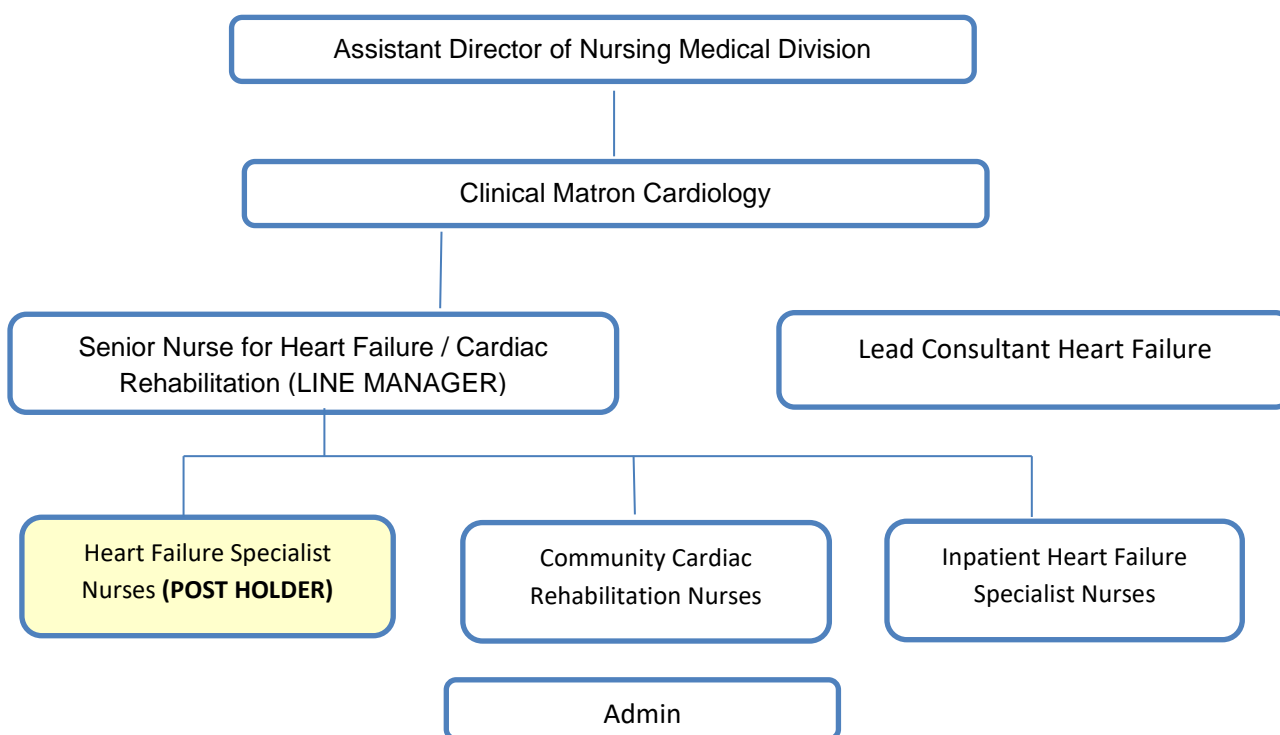
## KEY WORKING RELATIONSHIPS

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.

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> <li>• Senior Nurse Cardiology</li> <li>• Heart Failure Consultants</li> <li>• Heart Failure Nurse Team</li> <li>• Cardiac Rehab Nurse Team</li> <li>• Community Matrons</li> <li>• Cardiology Clinical Matrons</li> </ul>	<ul style="list-style-type: none"> <li>• General Practitioners</li> <li>• Palliative Care organisations</li> </ul>

## ORGANISATIONAL CHART



## COMMUNICATION/RELATIONSHIP SKILLS

- Develop an accessible service that promotes effective communication links throughout the patients journey across the health community.
- Develop collaborative and advisory working relationships with multidisciplinary teams, and all stakeholders in patient care. Includes GPs, community nursing, palliative care teams, Consultants of cardiology and other specialities.
- Present and discuss complex patient issues within the heart failure MDT, for optimum patient care and management
- Discuss and advise GPs, medical teams and other HCPs on significant changes in patient's condition, and influence changes to management plans, in a sensitive effect manner, to ensure best patient care and outcomes.

- Communicate highly sensitive and complex disease-related issues to patients and their family, such as diagnosis, prognosis, progression of disease, sudden cardiac death, changes on condition, palliation, taking in to consideration any barriers to communication or understanding
- Using advanced communication skills, effectively and sensitively communicate the complexity of managing the patients' condition (heart failure, renal function, cardiac output, blood pressure, symptoms, outcomes etc) whilst also providing psychological support.
- Compassionate approach to highly sensitive discussions with patients and family as they near end stage of the disease, about future wishes, ICD deactivation, advance care planning

### **ANALYTICAL/JUDGEMENTAL SKILLS**

- Use well-developed clinical skills to include physical assessment and comprehensive history taking.
- Understand the rationale for investigations, such as ECG, echocardiogram, cardiac MRI, blood test (renal function, NT pro-BNP, FBC, thyroid function, iron studies), and order appropriately
- Interpretation of blood results, ECG, echocardiogram and other cardiac investigations, in the context of the patient's assessment and diagnosis. Act up on results as needed.
- Use and analyse information gained from clinical assessment and investigations to identify differential diagnoses. Use clinical knowledge and experience in advanced clinical decision-making, and devising action plan for patient's heart failure management.

### **PLANNING/ORGANISATIONAL SKILLS**

- Plan and organise a caseload of patients, to manage phone consultations, home visits and clinics as appropriate for each patient, modifying the approach as patient's situation changes. Prioritising care, managing workload to ensure timely scheduling of urgent patient reviews (admission avoidance) and for post-discharge follow up.
- Ensure that the service is accessible, flexible and responsive to the needs of the health care community.
- Arrange and lead the HF MDT on a rotational basis within the team.
- Lead and implement any relevant service development projects
- Involved in organising and implementing education and teaching sessions for the team and other healthcare professionals, such as community nurses, cardiac nurses and GPs.

### **PHYSICAL SKILLS**

- Driving to various locations for clinics and home visits.
- Carrying and transporting equipment to patients' homes and to community clinics
- Appropriate donning and doffing of PPE
- Physical examination, including chest auscultation
- IT literate, particularly with the Trust electronic notes system

### **PATIENT/ CLIENT CARE**

- Develop appropriate structured and robust referral systems across the health care community.

- Set up a system of identification and diagnosis of patients with heart failure who present as an emergency to the acute hospital, ensuring they are in an appropriate setting to optimise care and facilitating safe and effective discharge
- Provide clinical management plans including medication advice.
- Support the cardiology medical team in providing an inpatient front door service (ED/AMU) and an emergency phone line for primary care to triage emergency referrals and arrange ongoing investigation treatment in the clinically most appropriate place. The aim to provide prompt diagnosis and treatment whilst reducing avoidable admissions
- Ensure that patients are followed up by the appropriate health care professional team
- Provide advanced clinically credible specialist knowledge on the management of patients with heart failure, across the healthcare community, maintaining an effective interface between the patient and all members of the wider multidisciplinary team to ensure a coherent and seamless service.
- Work autonomously as a specialist heart failure nurse assessing, clinical decision-making, developing plans of care and implementing. This involves highly specialist knowledge and competence in symptom management, medicines management (non-medical prescribing), patient education and self-monitoring, psychological support, assessing suitability for cardiac devices and palliative care.
- Assess tolerance and response to medication.
- Review patients at a time and location which is both clinically appropriate, and acceptable to the patient. This will include scheduled phone clinics, face to face clinics at various community sites, and home visits. It will also include ad hoc, responsive reviews (phone or face to face), for decompensating HF patients to promptly implement interventions aiming to improve symptoms and avoid hospital admissions.
- Provide highly specialist advice to patient and family and other health care professional on all of the above.
- Ensure patients and their carers have access to relevant written and digital information and support.
- Key role in implementing the heart failure hub, a multidisciplinary clinic service for rapid access diagnostic and treatment initiation service, and urgent review of unstable patients. This involves advanced clinical assessment skills and decision making.

#### **POLICY/SERVICE DEVELOPMENT**

- Development of service-related protocols, such as clinical assessment, drug therapies, admission avoidance, and disseminate as appropriate, in line with local and national guidance
- Evaluate and audit to develop the service
- Initiate and implement service developments

#### **FINANCIAL/PHYSICAL RESOURCES**

- Ensure equipment maintenance
- Aware of budgetary limitations, contribute to achieving an efficient service through time management to optimise direct patient contact time, that is evidence-driven, focussing on specialist HF nurse interventions which add value to patients' treatment and outcomes

#### **HUMAN RESOURCES**

- Maintain own professional and heart failure specialist development
- Supervise and mentor new team members.
- Clinical supervision and support professional development for other team members as appropriate
- Non-medical prescribing supervisor and assessor role
- Act as an exemplary role model

### **INFORMATION RESOURCES**

- Accurate and comprehensive record keeping using the Trust digital platform
- Provide / document clinical data required for audit and evaluation of service

### **RESEARCH AND DEVELOPMENT**

- Ensure clinical practice developments are based on best available evidence
- Review and disseminate new information to relevant staff
- Evaluate clinical practice in relation to its evidence base and clinical effectiveness
- Use core audit skills to enable the specialist team and other health professionals to improve quality of care
- Collect and collate epidemiological data to enable the team to inform independent or collaborative review of clinical practice

### **FREEDOM TO ACT**

- Work in accordance with the Nursing and Midwifery Council Code of Professional Conduct, Scope of Professional Practice, Trust and local policies
- Be a resource for other health care professionals
- Work flexibly in order to meet service demands
- Participate in the induction of new staff and contribute to staff orientation and training programmes.

### **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.

## THE TRUST – VISION AND VALUES

Our vision is to provide safe, high quality seamless services delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust values. Our Trust values are:

Honesty, Openness & Integrity  
Fairness,  
Inclusion & Collaboration  
Respect & Dignity

We recruit competent staff that 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.

We are committed to recruiting and supporting a diverse workforce and welcome applications from all sections of the community, regardless of age, disability, gender, race, religion, sexual orientation, maternity/pregnancy, marriage/civil partnership or transgender status. We expect all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards.

## 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.

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.

## PERSON SPECIFICATION

<b>Job Title</b>	Heart Failure Specialist Nurse
<b>Band</b>	7

Requirements	Essential	Desirable
<p><b>QUALIFICATION/ SPECIAL TRAINING</b></p> <p>First level Registered Nurse/Midwife</p> <p>Specific course/module in Heart Failure or commitment to attain</p> <p>Degree in Nursing qualification or equivalent in health-related study or equivalent</p> <p>Recognised qualification in teaching or equivalent experience</p> <p>Nurse prescribing qualification or commitment to undertake</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>D</p>
<p><b>KNOWLEDGE/SKILLS</b></p> <p>Specialist knowledge of caring for people with heart failure</p> <p>Ability to apply research findings and support evidence-based practice</p> <p>A commitment to excellent patient care</p> <p>Excellent written and oral communication skills</p> <p>IT literate with a sound knowledge of It skills</p> <p>Ability to think innovatively</p> <p>Willingness to maintain currency in field through CPD</p> <p>Ability to meet deadlines, sometimes under pressure</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	
<p><b>EXPERIENCE</b></p> <p>Experience in cardiac specialist nursing, preferably heart failure</p> <p>Assessing and history taking of cardiac patients</p> <p>Project management skills</p>	<p>E</p> <p>E</p> <p>E</p>	
<p><b>PERSONAL ATTRIBUTES</b></p> <p>Good work ethic</p> <p>Enthusiastic, highly motivated and committed to develop the service</p> <p>Excellent interpersonal skills</p> <p>Ability to work as team member</p> <p>Flexible and adaptable</p> <p>Able to prioritise and work unsupervised</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	
<p><b>OTHER REQUIREMENTS</b></p> <p>The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.</p> <p>Hold a drivers licence able to travel as required by the job</p> <p>Commitment to own continuous personal and professional development</p>	<p>E</p> <p>E</p> <p>E</p>	

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