

“Our vision is to provide safe, high quality seamless service delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust Values”

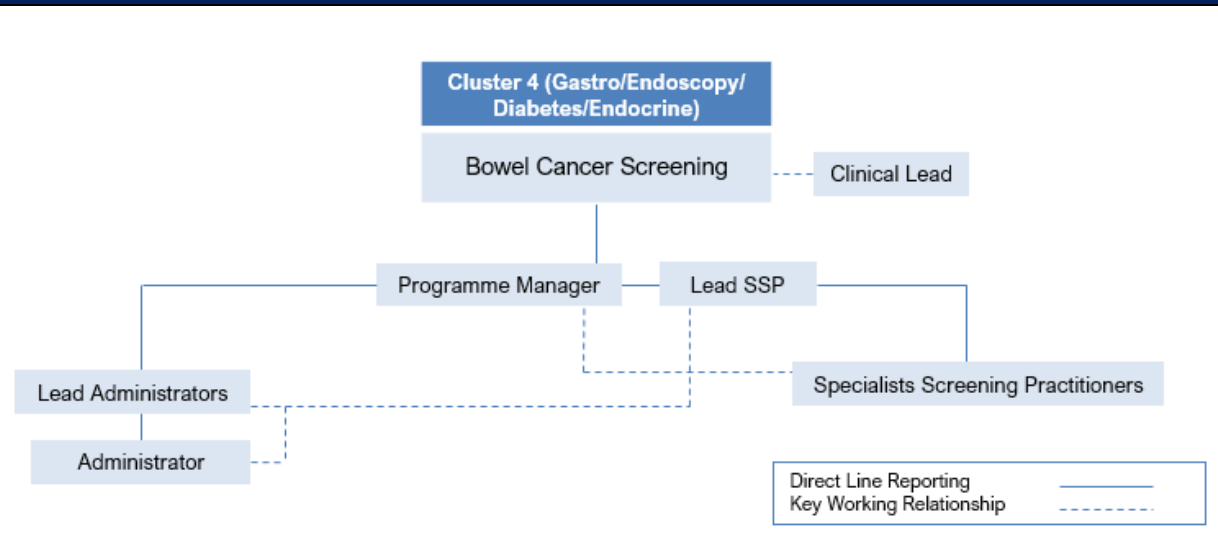
JOB DETAILS	
Job Title	Specialist Screening Practitioner (SSP)
Reports to	Lead Specialist Screening Practitioner
Band	6
Department/Directorate	Bowel Cancer Screening – Medicine

JOB PURPOSE
<p>To play a pivotal role in supporting the Bowel Cancer Screening Programme (BCSP) by:</p> <ul style="list-style-type: none"> Working collaboratively with the Programme Hub, Screening Centre Director, Lead Nurse and Programme Manager. Co-ordinating and providing the highest standard of care from the BCSP centre to address the needs of individuals arising as a consequence of bowel cancer screening. Assessing patients’ care needs and the development, implementation and evaluation of programmes of care for colorectal investigation. Acting as the patient’s advocate supporting them throughout all stages of the screening process. Co-ordinate health promotion activities with local health promotion services to ensure equal access to health promotion activities and information across all sections of society.

KEY WORKING RELATIONSHIPS
<ul style="list-style-type: none"> Lead Specialist Screening Practitioner Programme Manager BCS Admin team BCS Endoscopists Bowel Cancer Screening Programme <p>Patients/relatives:</p> <ul style="list-style-type: none"> Communicate effectively with patients and their families Health promotion Maintain accurate and contemporary patient records and dataset To act as patient advocate <p>Professionals:</p> <ul style="list-style-type: none"> Maintain communication with the multidisciplinary colleagues within the department

- Liaise with other health care professionals regarding the patient's needs

ORGANISATIONAL CHART



PRINCIPAL DUTIES AND RESPONSIBILITIES

- Ensure timely access to screening colonoscopy or alternative diagnostic intervention and seamless transition to agreed pathways in primary, secondary, tertiary or outpatient care settings, during all stages of the screening pathway.
- Establish effective links with local colorectal cancer multidisciplinary teams.
- Communicate effectively in a sensitive and appropriate manner with patients and carers when breaking bad news and providing psychological support on diagnosis and treatment.
- Ensure that where cancer is detected, further investigations and MDT discussion are timely performed.
- Provide highly specialised advice which contributes to the diagnosis, care or education of patients in the BCSP.
- Promote good working relationships and collaborative working with the Inter-professional team, within the unit, Trust and other BCSP Centres.
- Analyse complex patient conditions, determining whether condition is suitable for screening or alternative diagnostic interventions and when to refer to other professionals if they fall outside the screening pathway.
- Provide health promotion for the screening programme to ensure equal access to health promotion and information relating to the BCSP for all sections of society.
- Perform comprehensive assessment of patient needs, plan, implement and evaluate care appropriate to the needs and wishes of the patient and in accordance with the BCSP and local policies, procedures and protocols.
- Assist in the setting of clinical standards within the RDUH sites to improve the quality of patient care.
- Participate in ongoing data collection and quality assurance for the BCSP, service feedback and audit.
- Populate and maintain the BCSP database, including all interim systems.

CLINICAL AND PROFESSIONAL STANDARDS

- Maintain responsibility for own professional and specialist development.
- Participate in regular performance appraisal.
- Use reflection to identify and prioritise education/development needs.

- Undertake training required in order to maintain competency including essential training i.e. infection control, fire, moving and handling, resuscitation.
- Evidence based practice and / or clinical guidelines.
- Multi-disciplinary team working.
- Legislation, policies, procedures.
- Patient centred care.
- Compliance with the local delivery of infection control practice as defined by National recommendations and local policies including the implementation of the Saving Lives Initiatives.
- Deliver safe and effective patient care and respond to the needs of patients and their carers recognising the importance of individual privacy and dignity.

COMMUNICATION

The post holder should be an advocate of good communication in all areas on the service:

- Maintain an effective communication with the multidisciplinary team
- Actively seek patient / Carer feedback and ensure this is fed back to the Lead Nurse and team members.
- Actively participate in team meetings and contribute with innovative ideas to improve the patient's journey.

CLINICAL IT SKILLS

As a clinical expert, have a full understanding of the following:

- My Care
- Bowel Cancer Screening System

PATIENT/CLIENT CARE

Understand that the service is patient focused and at all times and act in the following way:

- Support the provision of BCSP telephone helpline services
- Provide advice, information and support for those making direct contact with the screening centre.
- Responsible for delivery of specialised care to patients identified by the screening programme and meet the needs and wishes of patients arising as a result of:
 - Having been called to participate in screening.
 - Having been identified as FIT positive on screening.
 - Needing to be assessed as fit to undertake screening colonoscopy or alternative diagnostic investigations.
 - Needing to be able to make informed decisions prior to undergoing screening colonoscopy or alternative diagnostic interventions
 - Having been identified as requiring further intervention, treatment, surveillance follow up or discharge.
- Establish effective links with the local Multidisciplinary teams across both sites to ensure that
 - Where cancer is detected there is timely presentation and transfer of patients to the MDT

- Patient records for the screening services are completed to include data on treatment, staging and outcomes provided by the MDT
- Assist the Lead Nurse in developing systems that focus on equality and diversity within their clinical area, and continually strive to provide best practice in partnership working, user involvement, sharing best practice, significant event audits and open reflective feedback

RESEARCH

- Apply and evaluate research and development findings in nursing practice to improve the standards of care delivered.
- Being actively involved in clinical audits
- Co-operate for the development and implementation of policies, procedure and guidelines relevant to BCS.

POLICY/SERVICE DEVELOPMENT

- Participate in education and awareness sessions as identified by the BCSP.
- Identify new technology/approaches which should be considered in relation to the service and initiate, implement and manage change as directed to ensure development in practice.
- Participate in mentorship and educational programmes for students and other members of the team thus facilitating a progressive learning environment, which will raise standards of professionalism and contribute to the development of nursing.
- Identify and act on personal development needs to understand and develop wider management/clinical skills and abilities.

EDUCATION AND TRAINING

- Ensure own compliance with regards to mandatory training requirements.
- Plan, delivers and evaluates education and training programmes for all relevant disciplines of staff.
- Provides teaching in practice to other staff and students through clinical supervision/facilitation.
- Acts as a positive role model for other staff and students.
- Teaches patients and their families/carers about managing own condition.
- Undertakes Trust mandatory training e.g. manual handling, infection control etc.
- Seeking development opportunities for their team outside their workplace. These include:
 - Networking
 - Private study
 - Distance learning
 - Formal courses
 - Action learning sets

PROFESSIONAL DEVELOPMENT

The post holder has a responsibility to attend regular one to one meetings with the Lead SSP and have annual professional development reviews.

- Ensure a good level of communication with Lead SSP so that learning and development needs can be identified.
- To undertake any training required in order to maintain competency including mandatory training

- To contribute to and work within a safe working environment

PHYSICAL SKILLS

This role requires direct patient care, this involves all aspects of moving and handling and sufficient training will be provided.

OTHER RESPONSIBILITIES

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training.

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.

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.

POST	Specialist Screening Practitioner – Bowel Cancer Screening
BAND	6

PERSON SPECIFICATION

Requirements	Essential	Desirable
QUALIFICATION/SPECIAL TRAINING		
<ul style="list-style-type: none"> Registration to NMC Register (RGN/RN Adult) or equivalent 	E	
<ul style="list-style-type: none"> Willing to undertake the Specialist Screening Practitioner university course should the position become permanent 	E	
<ul style="list-style-type: none"> Health Assessment and Physical Examination Module 		D
<ul style="list-style-type: none"> Non-medical prescribing course 		D
<ul style="list-style-type: none"> Other relevant qualifications 		D
KNOWLEDGE/SKILLS		
<ul style="list-style-type: none"> Comprehensive applied Anatomy and Physiology for relevant area 	E	
<ul style="list-style-type: none"> Recent post registration experience in significant area (colorectal/gastroenterology/endoscopy/oncology nursing) 	E	
<ul style="list-style-type: none"> Specialist knowledge of national agenda on improving cancer services, specifically colorectal cancer, endoscopic procedures, valid consent & withdrawal of consent 	E	
<ul style="list-style-type: none"> Awareness of national agenda and changes to improve cancer services, including local issues 	E	
<ul style="list-style-type: none"> NMC standards and limitations of professional practice 	E	
<ul style="list-style-type: none"> Trust Policies and Procedures (or willingness to learn) 	E	
<ul style="list-style-type: none"> IT skills to use a range of applications 	E	
<ul style="list-style-type: none"> Knowledge of Standard Setting and Clinical Governance (includes risk management, research, audit and quality improvement) 		D
EXPERIENCE		
<ul style="list-style-type: none"> Recent post registration experience in significant area (colorectal/gastroenterology/endoscopy/oncology nursing) 		D
<ul style="list-style-type: none"> Experience of providing training and education 	E	
<ul style="list-style-type: none"> Recent experience as Specialist Nurse 		D
<ul style="list-style-type: none"> Experience of Health Promotion 		D
PERSONAL ATTRIBUTES		
<ul style="list-style-type: none"> Positive and enthusiastic attitude 	E	

<ul style="list-style-type: none"> ▪ Flexible and adaptable ▪ Commitment to openness, honesty and integrity in undertaking the role ▪ Excellent communication and Interpersonal skills ▪ Motivated and the ability to motivate others. ▪ Current Driving licence 	<p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>D</p>
<p>OTHER REQUIRMENTS</p> <ul style="list-style-type: none"> ▪ Occasional moderate effort to move sedated patients ▪ Frequent physical effort in movement between departments and sites ▪ High exposure to highly distressing and highly emotional circumstances ▪ Being involved with patient Health Promotion ▪ Supporting patients, relatives and carers throughout the screening process to diagnosis and providing follow up information and support ▪ Daily concentration on taking patient assessments, examination and history taking ▪ Willing to work across Exeter and Barnstaple sites ▪ Flexibility with regard to working hours to meet service needs 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	

WORKING CONDITIONS/HAZARDS	FREQUENCY			
	(Rare/ Occasional/ Moderate/ Frequent)			
	R	O	M	F
Hazards/ Risks requiring Immunisation Screening				
Laboratory specimens				X
Contact with patients				X
Exposure Prone Procedures	X			
Blood/body fluids				X
Hazard/Risks requiring Respiratory Health Surveillance				
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	X			
Respiratory sensitisers (e.g isocyanates)	X			
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	X			
Animals	X			
Cytotoxic drugs	X			
Risks requiring Other Health Surveillance				
Radiation (>6mSv)	X			
Laser (Class 3R, 3B, 4)	X			
Dusty environment (>4mg/m3)	X			
Noise (over 80dBA)	X			
Hand held vibration tools (=>2.5 m/s2)	X			
Other General Hazards/ Risks				
VDU use (> 1 hour daily)				X
Heavy manual handling (>10kg)		X		
Driving			X	
Food handling	X			
Night working		X		
Electrical work	X			
Physical Effort				X
Mental Effort				X
Emotional Effort				X
Working in isolation		X		
Challenging behaviour		X		

