

JOB DESCRIPTION

JOB DETAILS	
Job Title	Nutritional Nurse Specialist
Reports to	Senior IBD Nurse Specialist
Band	Band 6
Department/Directorate	Gastroenterology, Medicine

JOB PURPOSE
<p>To work with the Clinical nurse Specialist and medical teams to provide expert advice and support for speciality patients within the trust.</p> <p>To develop and sustain partnership working with individual groups, communities and agencies.</p> <p>Facilitate the planning and delivery of care programmes to address patient needs and develop/improve the service.</p> <p>The postholder will be expected to assess suitability of enteral feeding tube placement as well as providing specialist and advanced clinical management, education, information and support to patients and their families / carers requiring enteral feeding.</p> <p>Assess patient's safety to be discharged home on enteral feeding.</p> <p>To liaise with outpatient and inpatient teams to ensure enteral feeding patients are safely discharged to a community setting.</p> <p>To be involved in decisions in relation to enteral/ parenteral feeding. To liaise with other members of the MDT. To participate in multi-disciplinary team and Best Interest decision meetings.</p> <p>To assess and monitor inpatients on parenteral nutrition.</p> <p>To ensure safe transfer to home PN service if patients require home PN.</p> <p>To be an expert in delivery techniques for the administration for PN and management of complications, such as catheter related sepsis, by liaising with medical teams, microbiology and infection control.</p> <p>To keep up to date with latest enteral/ parental feeding products that may provide benefit to patients.</p> <p>To act as a specialist resource in Nutrition support.</p> <p>To lead the development of the service with the support of the rest of the nutrition support team.</p> <p>Provide on-going education and training in the specialist area to nurses, patients and other disciplines. To see patients on as necessary basis during the working week to deal with enteral tube problems such as blockage, misplacement & accidental removal.</p> <p>To work with all stakeholders to develop and review Trust policies, procedures and guidelines on parenteral and enteral nutrition support.</p>

To participate in new contract negotiations when necessary, and attend regular Contract Review Meetings with our current enteral and parenteral nutrition contractors, with the Dietetic Service Manager.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES

To be a member of, actively participate in, and work within the guidelines of the relevant MDT, as a key worker and the organiser

To co-ordinate the care throughout the patient's pathway whilst under the care of the MDT, from diagnosis through treatment and follow-up care

To provide appropriate written information for patients, relatives and hospital staff covering relevant condition, its treatment.

To provide psychological, social and cultural support to patients diagnosed with relevant speciality diagnosis.

The **Nurse specialist** will be based in the **acute** hospital.

The post holder will fulfil all tasks and work as part of a team. To meet the needs of the service, the post holder may be required to work in other areas as appropriate as directed by the line manager.

KEY WORKING RELATIONSHIPS

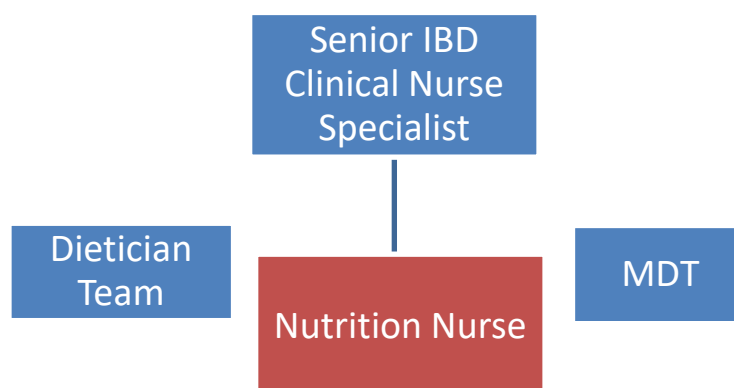
Areas of Responsibility:

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:

- Clinical Matron
- Operations Manager
- Advanced Care Practitioner (ACP)
- Dietetic Department Lead
- Enteral Feeding Specialist Dieticians (Acute / community)
- NST Consultants
- Wider Gastroenterology Medical Team
- Endoscopy Nursing Team
- Ward Nursing Team
- ED Nursing Team
- Eating Disorder Task Group
- Head & Neck team
- Upper GI team
- Interventional Radiology team
- Home enteral Feeding (HEF) team – External company
- Home Parenteral Nutrition Companies
- Clerical teams

ORGANISATIONAL CHART



FREEDOM TO ACT

To work within the nursing and medical teams and contribute to decisions about patient care in line with the Trust and service policy.

Be professionally accountable for all aspects of own work, including the management of patients in your care.

To work autonomously and 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

Provide and receive highly complex, sensitive information. Communicates very sensitive, complex condition related information to patients, relatives offering empathy and reassurance.

To communicate effectively between departments and Trusts to ensure patients journey is seamless.

To work in partnership with nurses and other health professionals to address people's health needs through planning and delivering interventions which are based on best practice and clinical judgement

ANALYTICAL/JUDGEMENTAL SKILLS

Complex facts or situations requiring analysis, interpretation, comparison of a range of options.

Requires skills for assessing and interpreting specialist acute and other patient conditions and taking appropriate actions.

To monitor and review the effectiveness of interventions with the patient and colleagues and modify this to meet changing needs and established goals of care

PLANNING/ORGANISATIONAL SKILLS

Plan, organise complex activities, programmes requiring formulation and adjustment

To co-ordinate the management of outpatients presenting with symptoms of their disease or family history.

To receive direct referrals within the speciality and to provide expert assessment of patient's needs

To work with the CNS to develop and provide a co-ordinated specialist service to patients with the relevant specialist diagnosis and their carers and to have direct clinical involvement in complex care in both the outpatient and inpatient setting

Manage own caseload. Be able to prioritise and ability to re-prioritise at short notice with incoming of urgent issues.

PATIENT/CLIENT CARE

To support patients in meeting their own health and wellbeing through providing expert information, advice and support

To assess patients and their complex needs and those of their families and plan, implement and evaluate appropriate programmes of care – this will include communicating highly sensitive information about diagnosis, treatment options and issues surrounding terminal illness and bereavement.

To provide emotional, psychological and practical support to the patient and their family/carer throughout their pathway and to facilitate communication between patients, families and professionals
To recognise ethical dilemmas relating to care and act as the patient/relative's advocate when required.

Work within the guidelines and protocols in place, to provide expert assessment, management, education, information and support for both in and outpatients requiring enteral nutrition, and their families.

To see and assess patients referred for gastrostomy in clinic, on wards or in the community as required, liaise with relevant members of team to ensure procedure is carried out in a timely and appropriate fashion to maximise patient safety.

To attend and participate in multidisciplinary team meetings for patients referred for gastrostomy insertion.

POLICY/SERVICE DEVELOPMENT

To support the development of specialist nurse led care where appropriate, in line with National guidance

To supervise/instruct unqualified members of the nursing team as appropriate

To act as an expert resource to others in developing and improving specialist knowledge and skills in clinical practice, through acting as an assessor, teacher and facilitator

To develop evidence-based standards, policies and guidelines at a local network and national level to improve the practice of own and other professions.

To evaluate clinical effectiveness within the speciality, identifying poor quality and a plan for quality improvement and produce an annual report

Act as facilitator in developing clinical practice and promoting changes in service that meet National Standards.

To support the development of care pathways for patients with relevant specialist conditions
To participate in developing a shared vision of the service and work with the multi-disciplinary team, organisation and external agencies to achieve this

To employ effective decision-making skills to address complex issues and use effective change management skills to implement these

To use effective prioritisation, problem solving and delegation skills to manage time effectively

To establish networks with other specialists at a local, national and international level, to exchange and enhance knowledge and expertise

To maintain a peer network of support, information and learning with other nurse specialists within the organisation

FINANCIAL/PHYSICAL RESOURCES

The post holder has a personal duty of care in relation to equipment and resources.

The post holder will work within a defined day to day operational budget. Ensuring that any projects undertaken are established and managed in a financially responsible manner.

HUMAN RESOURCES

Provide on-going education and training in the specialist area to nurses, patients and other disciplines.

To promote a learning environment through identifying opportunities and seeking resources required for own and others learning.

To provide specialist input to post-registration courses and professional development programmes

To reflect on own practice through clinical supervision/mentorship and to act as a clinical supervisor/mentor to others

To act as a specialist resource to advice and support healthcare professionals and others involved in the delivery of care to patients, their families and carers

To support and facilitate the development of an education strategy which ensures that all those involved in the management of patients with relevant disease are able to deliver the highest standards of care

INFORMATION RESOURCES

To document all patient contacts and maintain patients records as per Trust Documentation Policy

RESEARCH AND DEVELOPMENT

To maintain own and others' awareness of relevant research evidence related to the speciality and work with others in applying this to practice

To identify areas of potential research relating to the speciality and to participate in relevant research activities

To participate in local and national research and audit projects and service evaluation as requested in order to improve standards of patient care

PHYSICAL SKILLS

High degree of competence and dexterity in practical nursing skills, providing a supporting role in the inpatient and outpatient setting.

Inserting and managing enteral feeding tubes including inserting NGs, BGT & buttons

PHYSICAL EFFORT

High degree of competence and dexterity in practical nursing skills, providing a supporting role.

The role will have a combination of sitting, standing and walking with occasional moderate effort for several short periods.

MENTAL EFFORT

Ability to carry a caseload of clients and formulate effective treatment programmes to cure or alleviate symptoms

Plan & organise day-to-day service provision

Actively participate in strategic service planning & development

EMOTIONAL EFFORT

Counselling clients (and their families) suffering with distressing and/or embarrassing conditions, e.g. malignant disease, terminal illness

WORKING CONDITIONS

Occasional working with hazardous substances (cytotoxic drugs, bodily waste and fluids) when in clinical setting

Occasional aggressive behaviour when dealing with face to face complaints

Regular use of VDU

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.

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	Nutritional Nurse Specialist	
Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
Registered Nurse	E	
Post-registration qualification in relevant specialist nursing or equivalent experience	E	
Formal qualification in teaching of adults	E	
Advanced Communication course, or expected to participate in training	E	
Degree in relevant discipline working towards		D
Evidence of teaching/training experience		D
KNOWLEDGE/SKILLS		
Demonstrable nursing experience in the acute setting.	E	
Demonstrable experience in care of patients with relevant Diagnosis.	E	
Experience of managing service provision and the supervision and managing of staff		D
Ability to represent the department at meetings of internal, local, regional and national bodies and institutions	E	
Extensive clinical experience of inserting and managing enteral feeding tubes including inserting NGs, BGT & buttons	E	
EXPERIENCE		
Able to manage and conduct nurse-led clinics	E	
Counselling skills	E	
IT competence in the usual applications – database, spread sheet and presentation software etc		D
High level of presentation skills and experience of public speaking		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 and change to meet the needs of the service	E	
Able to work as a team member	E	
Able to be assertive when necessary and remain calm in stressful/emergency situations	E	
Enthusiastic, highly motivated and committed to developing the service	E	
Willingness to undertake training for specialist job specific roles.	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	
Flexible working practice – must be able to deal with urgent enteral feeding issues such as tube displacement	E	
Motivated to further personal development and professional development of others	E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	Y		X		
Contact with patients	Y		X		
Exposure Prone Procedures	N				
Blood/body fluids	Y		X		
Laboratory specimens	Y		X		
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	Y				
Respiratory sensitisers (e.g isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	N				
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				
Noise (over 80dBA)	N				
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	N				
Food handling	N				
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		