



Children's Hospices Across Scotland

JOB DESCRIPTION – ADVANCED NURSE PRACTITIONER

Job Details

Job Title – **Advanced Nurse Practitioner**
Responsible to – **Associate Nurse Director for Care**
Job Family – **Care**

Location – **Rachel or Robin House**
Salary – **Clinical Band ANP, Point 1 to 5**

Job Purpose

Working within the culture, and values of Children's Hospices Across Scotland (CHAS), as part of a nursing team, works within the hospices and in children's homes as an Advanced Nurse Practitioner covering a full range of duties and responsibilities expected of that role. Contribute to the delivery of a proactive and responsive high quality service combining nursing and medical duties.

Provide expert clinical care at an advanced level to children requiring palliative care and families within the hospices, when they are at home making complex autonomous diagnosis and management decisions (under indirect support of medical staff), about patient care, utilizing advanced skills and knowledge.

Main Tasks

- Nursing care for children with life-shortening conditions and complex clinical needs and their families
- Clinical leadership
- Learning and development
- Service development

Job Activities

Nursing care for children with life-shortening conditions and complex clinical needs and their families

- Provides thorough specialist palliative care assessment of nursing, medical psychological, social and spiritual needs of children and families, liaising with appropriate services as required
- Takes and records a child's history including medical, family and social history, talking to the patient, relatives or other carers as appropriate. There may be significant barrier to understanding and acceptance due to sensitive or contentious information given and received
- Participates in 24/7 on call rota

- Applies high level decision-making and assessment skills to formulate appropriate differential diagnoses based on synthesis of clinical findings
- Has the authority to request, where indicated, appropriate diagnostic tests/investigations using judgement and clinical reasoning, based on differential diagnoses
- Conducts invasive and non-invasive diagnostic and therapeutic procedures where required and after appropriate training
- Interprets and analyses previously ordered results of tests / investigations and works collaboratively with other healthcare professionals when needed
- Acts on the results to confirm diagnosis and thereby optimise treatment and management outcomes
- Formulates an action plan for the treatment of the child, synthesising clinical information based on the child's presentation, history, clinical assessment and findings from relevant investigations, using appropriate evidence based practice
- Prescribes treatment including medications as a Non-medical Prescriber based on a sound knowledge of pharmacology
- Implements non-pharmacological related interventions / therapies, dependent on situation and technical requirements of care
- Actively plans and discharge children / families when identified goals have been met or when disease progression is stable in line with CHAS policies and protocols
- Ensure child protection issues are managed appropriately within the team and in partnership with external partners, and in line with Getting it Right for Every Child (GIRFEC)
- Ensure the child's dignity is promoted and respected and equality and diversity are a top priority in the care of children and families
- Delivers, monitors and reviews the care of children and families reporting any variances of concern to medical colleagues in the team taking appropriate advice in complex cases
- Where appropriate discusses with children and families their preferred place of care and ensure anticipatory care plans are in place wherever possible
- Works proactively to ensure children, families and professionals have appropriate links to colleagues to ensure continuity of advice and intervention through effective team working
- In the best interests of the children and families, proactively collaborates with a wide range of community and hospital based health and social care services including voluntary support groups

Clinical Leadership

- Provides a visible clinical profile having both an advisory and clinical input into the children's care
- Innovates, develops and leads evidence based clinical practice and professional development
- Leads in the development of appropriate local policy and guidelines
- Contributes to the development of local policies in relation to the implementation of national and regional strategies
- Practices within the Legal & Ethical framework as established by Nursing Midwifery Council (NMC) and national legislation to ensure children's interests and wellbeing are met in accordance with GIRFEC
- Works within CHAS legislation, policy, guidelines and procedures
- Provides clear explanations and education as appropriate to ensure that children and families have the information they require in a timely fashion to facilitate empowerment and support decision making
- Actively promotes the holistic approach to specialist palliative care

- Supports the team in being proactive and effective ensuring all policies and procedures are followed in relation to child protection and vulnerable adults
- Participates in national and regional children's palliative care networks to strengthen the interface between care partners
- Acts as an ambassador for CHAS and to maintain positive and effective communication with other agencies involved with families receiving CHAS services

Learning and Development

- Organises own time in line with agreed job plan
- Performance is monitored on an ongoing basis and is appraised annually
- Responsible for maintaining and updating professional practice by actively participating in reflective practice, action learning, appraisal, line management and clinical supervision and to be a full and willing participant in opportunities for learning
- Participates in identifying needs of children and families in relation to the specialty, in conjunction with others where appropriate
- Acts as the Designated Prescribing Practitioner (DPP) for independent prescribing trainees. Works with trainee to create a plan to meet learning outcomes and in partnership with other practitioners and the programme provider confirms competence of the trainee
- Actively participates in the development and delivery of training sessions including internal and external courses education and awareness raising events for professionals as directed
- Actively promotes and disseminates research-based practice
- Audits current practice and negotiates appropriate changes to practice
- Evaluates effectiveness of role in relation to children's outcomes, service needs and professional requirements
- Participates in relevant research / audit projects to service and practice needs and in line with nursing research strategy aimed at enhancing children's and families care
- Ensures the provision of an appropriate learning environment in line with NES Quality Placement Standards
- Provides guidance, supervision and support for staff undertaking research, audit or teaching activities
- Participates fully in clinical supervision sessions in line with CHAS policy and own registration requirements
- Actively contributes to the supervision and practice development of colleagues within the team as well as within the wider organisation
- Assists with induction programmes for new members of staff
- Takes responsibility for a delegated area of relevant special interest

Service Development

- Contributes to strategic issues relating to the nurse practitioner service and the specialty
- Provides evidence of safe, effective and person-centred care by collecting a small basket of metrics (4-6, based on key outcome areas)
- Liaises closely with the CHAS medical team and advanced practice colleagues in the NHS and Scottish Government to ensure the service aligns to work being carried out by the Transforming Advanced Practice Group
- Acts in a collaborative and advisory role to share knowledge and expertise to help deliver high standards of children's care
- Promotes the development of a flexible and skilled nursing workforce

- Where relevant participates in the development, implementation and review of NHS Scotland and CHAS policies, procedures, standards and protocols ensuring best practice in the provision of care, in response to clinical demand encountered within this role and service
- Collaborates with the Quality and Care Assurance Team participating in quality assurance and practice development activities for example audit, evaluation and research, so that best practice is developed and promoted by everyone on the team
- Participates in supporting CHAS in the development of the service and achieving the organisational goals and objectives in the CHAS Strategic plan

Health and Safety

- Responsible for complying with the CHAS Health and Safety Management Policy and associated procedures and co-operate with CHAS in complying with its legal duties

Information Governance

- Responsible for complying with the CHAS Information Governance Framework and associated policies and co-operate with CHAS in complying with its legal duties

Volunteer Engagement

- Work alongside volunteers and actively support their work by providing advice and information to help them in their roles

Dimensions

- CHAS supports around 300 families with a great proportion deriving from neonatal referrals
- Participates in 24/7 on call medical rota
- Although the ANP has support from medical staff this is indirect and often when the doctor is not in the same location as the ANP
- Frequent contact with children with life-shortening conditions, their families, NHS teams, CHAS teams, and external multi-disciplinary health care professionals
- Provides specialist paediatric palliative advanced clinical advice to NHS nursing, medical and Allied Health Practitioners colleagues
- Responsible for ensuring that staff are aware of the responsibilities placed upon them under the Health and Safety at Work Act 1974, to ensure that the agreed safety procedures are carried out to maintain a safe working environment for children, families, visitors and employees
- Responsible for inputting information into electronic patient record where applicable and also into patients written records. They will comply with the Data Protection Act, Caldicott Guidelines and local policies regarding confidentiality and access to medical records and ensure all staff comply with policy
- Maintain records of confidential issues which are gathered and acted upon with sensitivity

Decisions and Communications

- Makes highly complex clinical decisions, independently, including diagnosis and clinical management based on an in-depth broad expert knowledge,

and interpretation and synthesis of clinical and other findings such as laboratory investigations and x-rays. Decisions may include the transfer of children from hospice to hospital or from hospital to hospice

- Uses advanced skills and theory to take a lead role at resuscitation events which can include cardiac compressions and airway management
- Instigates, obtains or arranges and interprets appropriate investigations / examinations
- Gathers appropriate information from consultants, GPs and others within the multidisciplinary team pertinent to the child's care and records this on the Care Database
- Based on assessment the ANP can refer patients for specialist opinion
- Formulates an action plan for the management of the child based on a synthesis of clinical information including the child's history, clinical assessment, results from relevant investigations and based on appropriate evidence based practice
- Uses own initiative and acts independently within the bounds of own existing knowledge and skills. Is guided by CHAS policies and guidelines and other relevant resources such as Association of Paediatric Palliative Medicine (APPM) formulary
- Plans a package of care for individual patients including prescribing pharmacological and non-pharmacological interventions / therapies as appropriate
- Demonstrates sound judgement in assessing the emotional and physical care of children in a holistic manner
- Works autonomously within a multidisciplinary team. Undertakes clinical decisions at times without further consultation
- As a Designated Prescribing Practitioner carries out the critical and highly responsible role for educating and assessing trainee independent prescribers. This involves ascertaining whether trainees have met the necessary learning outcomes and acquired competencies, as defined by the relevant professional, statutory and regulatory bodies and the approved Higher Education Institute (HEI) running the prescribing programme
- Provides specialist paediatric palliative advanced clinical advice to NHS colleagues
- Uses advanced expertise to support and develop nurses, medical staff and Allied Health Practitioners within CHAS to broaden their skills, knowledge and expertise in the interests of succession planning
- Exercises the ability to challenge any interaction, which fails to deliver a quality seamless service
- Initiates and follows through appropriate procedures when a breach of policy occurs
- Responsible for the development of action plans to address any system failures
- Contributes to the organisation and design of the resources needed to meet the demands of the service
- As an autonomous practitioner prioritises own workload, anticipates problems or needs and responds to challenge as they arise
- Ensures that all risks associated with care delivery relevant to the care setting are managed effectively and that all incidents are reported promptly following the CHAS policies and procedures
- Acts as a patient / staff advocate through the application of ethical, legal and professional knowledge and skills
- Engages in effective communication with children, families, visitors and staff, often delivering complex and highly sensitive information where there may be barriers to understanding and acceptance of information received, utilising skills of persuasion and negotiation to obtain agreement and co-operation
- Provides effective verbal and written communication to all members of the Multi-disciplinary team within own department and relevant departments, which service the clinical area

- Makes referrals to a wide range of other healthcare professionals and specialities which may include the transfer of children to hospital
- Provides support, empathy and reassurance when communicating in a hostile or highly emotive environment
- Contributes to a supportive environment in the interest of staff morale
- Develops external professional networks that promotes both the profession and CHAS
- Presents an alternative choice of care to children and families
- Promotes at all levels CHAS vision, values and strategic objectives
- Utilises channels of communication developed across CHAS in order to be fully informed and engaged with service developments
- Actively promotes the consultation of children and families and encourage their involvement and participation in decision making



Children's Hospices Across Scotland

PERSON SPECIFICATION – ADVANCED NURSE PRACTITIONER

Education, Qualifications, and Training

Essential

- Educated to Masters level in advanced practice
- First Level Registered Nurse
- Nurse Independent/Supplementary Prescriber (V300) with the NMC
- Enabled competences within paediatrics and neonates
- Demonstrates evidence of commitment to professional development
- Evidence of training and education relevant to the role and as required to meet the complex nursing care needs of children

Desirable

- None

Method of Assessment – Application Form

Skills, Abilities, and Knowledge

Essential

- Demonstrates knowledge and application of evidence based research relevant to the role
- Excellent numeracy skills
- Evidence of working competently and confidently with IT equipment and software packages in a care setting including accurately inputting children's notes
- High level of effective listening, interpersonal and communication skills within complex, diverse and at times unreceptive environments
- High level written, verbal and presentation skills
- High level organisational skills and the ability to prioritise work to meet deadlines
- Working knowledge of child protection and vulnerable adults' policies and procedures
- Demonstrates an understanding of health and safety, standard infection control precautions and information governance principles and policies.
- Ability to function and to support others within the context of a rapidly changing environment
- Ability to collate, analyse and make informed judgements on complex specialist information
- Evidence of documenting clinical observations, results, decisions and actions and communicating these effectively to members of a MDT
- Evidence of working competently and confidently with IT equipment and software packages in a care setting including accurately inputting patients' notes
- Able to work independently to meet remit and deadlines of projects

Desirable

- A knowledge of the use of verification of death forms and when to discuss unexpected or concerning end of life situations
- Evidence of good supervisory and assessment skills

Method of Assessment – Application Form and Interview

Experience

Essential

- Significant comprehensive post registration experience within a healthcare setting some of which must be at a senior practitioner level
- Relevant experience of working without direct supervision and as part of a multidisciplinary team and having the freedom and authority to act and accept the responsibility and accountability for actions
- Experience of working with the whole family providing education and support to manage children's condition at home
- Experience of undertaking specific nursing procedures involving invasive clinical skills

Desirable

- Demonstrable experience in managing staff, leading a team, providing education and training and establishing a supportive, learning environment
- Demonstrable experience of working with children with life shortening conditions within a paediatric palliative care setting

Method of Assessment – Application Form and Interview

Personal Qualities

Essential

- Acts with integrity and as an ambassador for CHAS to maintain positive and effective communication with other agencies involved with families receiving CHAS services
- Works co-operatively with colleagues to improve service
- Forms meaningful relationships with others
- Demonstrates initiative and acts with effectiveness
- Accountable for own actions and decisions
- Commitment to ongoing learning and development
- Commitment to CHAS core value, vision and purpose
- Commitment to working with/supporting volunteers
- Professional attitude to work
- Views change as a natural, positive and a continuing process

Desirable

- None

Method of Assessment – Interview

Other Requirements

Essential

- Willingness to travel between CHAS sites and meet the requirements of the role
- Access to a car and full driving licence

Desirable

- None