



## Job description

<b>Post:</b>	Clinical Nurse Specialist		
<b>Department:</b>	Hospice at Home		
<b>Reports to:</b>	Locality Team Leader		
<p>The post holder works autonomously within defined protocols to facilitate and provide high quality specialist nursing care to patients with palliative care needs for Princess Alice Hospice. The post holder will act as a specialist resource for other health and social care professionals on issues relating to specialist palliative care and respond to their identified requirements and initiate research and audit.</p>			
<b>Signature:</b>		<b>Date:</b>	

### Our values and behaviours

Our Values are summarised by the acronym **I CARE**. They support our vision, mission and culture, reflecting who we are together and as individuals.

#### I CARE

<b>Integrity</b>	<ul style="list-style-type: none"> <li>• We are honest and open</li> <li>• We are trustworthy and authentic in our dealings with others</li> <li>• We always try to do the right thing</li> </ul>
<b>Compassion</b>	<ul style="list-style-type: none"> <li>• We are kind, supportive and caring</li> <li>• We have empathy and listen to those around us</li> <li>• We are warm and positive in our interactions</li> </ul>
<b>Accountability</b>	<ul style="list-style-type: none"> <li>• We work together to make the Hospice's vision a reality</li> <li>• We take responsibility for our work, performance and behaviour</li> <li>• We acknowledge and learn from our mistakes</li> </ul>
<b>Respect</b>	<ul style="list-style-type: none"> <li>• We are inclusive, we value difference and work together effectively</li> <li>• We are sensitive to the thoughts, feelings and opinions of others</li> <li>• We treat everybody with dignity</li> </ul>
<b>Excellence</b>	<ul style="list-style-type: none"> <li>• We aim to be our best</li> <li>• We are forward-thinking and open to change</li> <li>• We share our skills, expertise and learning, striving for excellence together</li> </ul>

## **Key responsibilities**

### **1. Clinical**

- 1.1. In collaboration with other members of the palliative care multidisciplinary team, to assess the needs of patients, families and other carers and provide specific advice and support as appropriate.
- 1.2. To meet with medical, social work and therapy staff to ensure that a comprehensive care is offered to all patients.
- 1.3. To collaborate with other health care professionals in the community in order to promote planned, co-ordinated care, attending Gold Standard Framework and other regular meetings with primary care staff.
- 1.4. To maintain an appropriate clinical caseload, liaising frequently with Locality Leads and the Team Manager to ensure that patients on the caseload require the support of the CNS and other members of the multi-disciplinary team.
- 1.5. To maintain accurate records, ensuring that all entries on EMIS and related documentation are entered frequently to agreed standards.
- 1.6. To ensure current clinical information is available from hospital and community sources, liaising with other agencies to facilitate systems for transfer of information as necessary.
- 1.7. To participate in cover and the 24 hour on call rota which covers Princess Alice Hospice catchment area.
- 1.8. To advise and facilitate bereavement support through Princess Alice Hospice bereavement service or other agency as appropriate.
- 1.9. To function as a professional role model for specialist palliative care, providing strong and effective clinical leadership
- 1.10. If a CNS is not a nurse prescriber then they should ensure (as should a nurse prescriber) that any advice they provide relating to medication is within their scope of practice and limits of competence

### **2. Educational**

- 2.1. To continue personal professional development, to ensure clinical effectiveness of self and to have a positive commitment to ensure that all appraisal objectives are met.
- 2.2. To feedback all materials and information obtained at study days and other forms of study.
- 2.3. To receive regular clinical supervision to ensure the maintenance of professional growth
- 2.4. To participate in the development and delivery of formal educational programmes for professionals in Princess Alice Hospice, the community and other educational establishments.
- 2.5. To act as role model and mentor, providing informal education and support to colleagues in their provision of palliative care.
- 2.6. To identify the specific training and educational needs of patients and carers and facilitate meeting these needs.

### **3. Audit and research**

- 3.1. To provide leadership in the development of research-based practice.
- 3.2. To develop mechanisms for auditing care and in conjunction with senior medical and nursing staff, to participate in the development of multidisciplinary audit.
- 3.3. To participate in, and support nursing and collaborative clinical research in palliative care.

- 3.4. To critique current research into best practice and promote and manage change within the community palliative care team and other relevant organisations and agencies.
- 3.5. To ensure that the views and needs of both lay and professional users of the service influence its ongoing development by feeding back as appropriate.

#### **4. Management**

- 4.1. To submit statistics and activity reports as required.
- 4.2. To influence palliative care nursing practice and policy through the establishment of partnerships and networks with colleagues.
- 4.3. To ensure the effective use of human and financial resources required to meet service objectives.
- 4.4. To promote harmonious relationships within the inter-disciplinary team.
- 4.5. To act as an ambassador for Princess Alice Hospice at all times, including representing the Hospice in fundraising and PR activities as requested.
- 4.6. To receive and disseminate information through attendance at team meetings, the monthly large team meeting and appropriate meetings with other hospices and palliative care teams.
- 4.7. To undertake any other such duties or general tasks and hours of work as may reasonably be required and to work in other locations within the hospice organisation.

A job description is not a rigid or inflexible document but acts to provide guidelines to the duties expected while in post.

This job description will be reviewed and amended in the light of changing professional demands.



## Personal specification

**Post:** Clinical Nurse Specialist

**Department:** Hospice at Home

### Qualifications and Training

- Current NMC Registration/Registered Professional with HCPC
- RGN qualification/Paramedic Qualification
- Palliative Care Diploma or equivalent
- ECEPC or willingness to undertake
- Teaching qualification (ENB 998 or equivalent)
- Relevant degree or diploma
- Community qualification
- Palliative Care Degree

### Work background and experience

- Post registration experience
- Palliative care or oncology experience.
- Interest in research/audit
- Experience in mentoring P2K and post-basic students
- Clinical supervision experience
- Community experience

### Particular skills and aptitudes

- Evidence of highly developed communication skills both written and verbal
- Good interpersonal skills
- Able to work effectively in an emotionally demanding environment
- Computer literate
- Leadership capabilities
- Clinical assessment and evaluation
- Decision making skills
- Organisational skills
- Ability to influence change

## Specialist Knowledge

- Evidence of continuing professional development
- Knowledge of current healthcare and nursing policy and provision
- Understanding of specialist palliative care provision

## Personal qualities and other requirements

- Flexible, motivated, self-directed
- Pleasant and calm manner
- Ability to work under pressure
- Ability to work well within a team
- Car driver/full driving licence
- Cover on-call rota including weekends and bank holidays
- Awareness of, and commitment to the Mission, Vision and Values of the Hospice