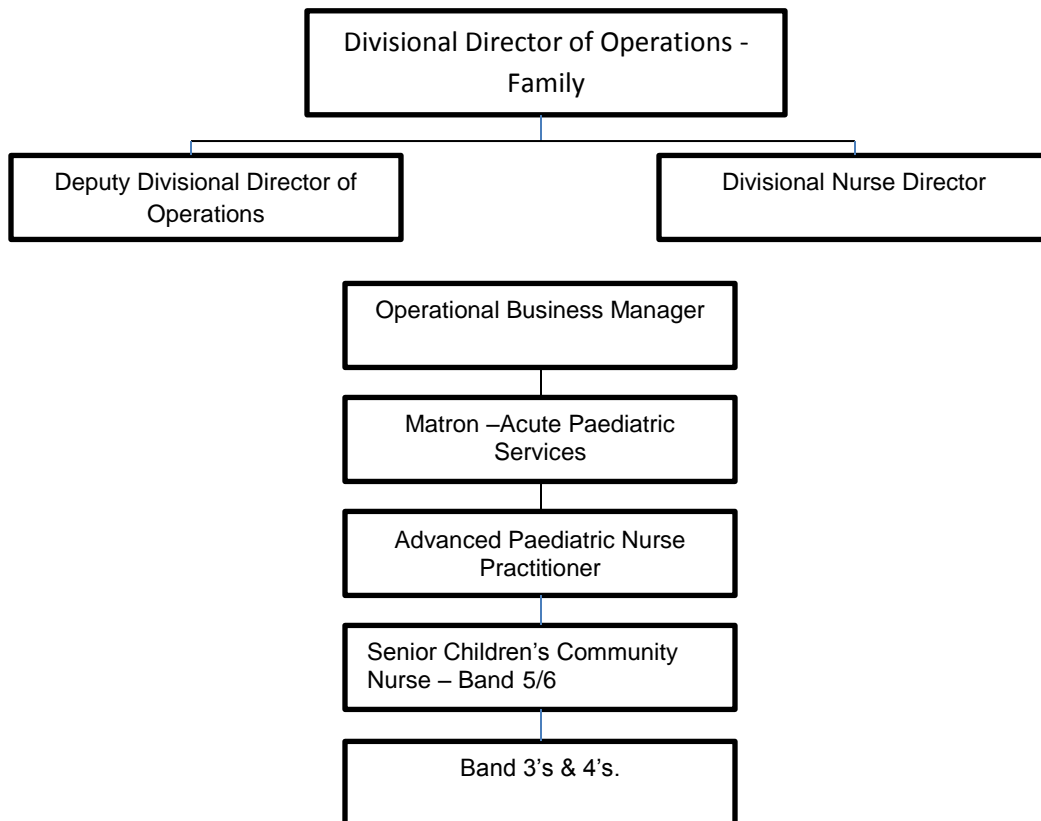


Job Description

Job Title: Advanced Paediatric Nurse Practitioner
Hours of Work: 30-37.5 hours
Band: 8a
Department/Ward: Acute Paediatric Service
Division: Families
Base: E5/ F5/ Community

ORGANISATIONAL CHART



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REPORTING ARRANGEMENTS

Managerially Accountable to: Matron- Acute Paediatric Service

Professionally Accountable to: Divisional Nurse Director – Children’s Services

Clinically Accountable to: Matron- Acute Paediatric Service

Our Values

- **Vision**

We have a plan that will deliver excellent health and care for future generations, working with partners to ensure our services are sustainable.

We make decisions that are best for long term health and social care outcomes for our communities

- **Openness**

We communicate clearly to our patients, families and our staff with transparency and honesty

We encourage feedback from everyone to help drive innovation and Improvements

- **Integrity**

We demonstrate fairness, respect and empathy in our interactions with people

We take responsibility for our actions, speaking out and learning from our mistakes

- **Compassion**

We take a person-centred approach in all our interactions with patients, families and our staff

We provide compassionate care and demonstrate understanding to everyone

- **Excellence**

We put quality and safety at the heart of all our services and processes

We continuously improve our standards of healthcare with the patient in mind

DUTIES AND RESPONSIBILITIES

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Job Purpose:

- Perform a comprehensive assessment of children and young people's acute health needs; plan, implement and evaluate care delivery according to identified problems.
- Utilise advanced clinical skills and higher level, autonomous decision-making skills in the assessment/diagnosis, management and treatment of illness and other health related issues.
- Utilise an evidence-based approach to the diagnosis and management of illness or exacerbation of an existing illness, including the clinical application of research findings relevant to the management of illness.
- Contribute to research, specialist education and training of others.
- Engage and lead in clinical supervision, self-reflection, audit and quality initiatives which contribute to the improvement of care for service users and their families.
- Engage in clinical supervision, self-reflection, audit and quality initiatives which contribute to the improvement of care for service users and their families.
- Contribute to the development of clinical services within community/ urgent care.
- Rotate across community and acute settings.

Clinical Responsibility

- Assess, plan, implement and evaluate programmes of evidence-based advanced nursing care for children, young people and their families.
- Utilise advanced clinical skills and higher level, autonomous decision-making skills in the assessment &/or diagnosis &/or management/treatment of childhood health and illness.
- Provide advanced specialist and expert advice on patient care, to peers and other health professionals on occasions may need to challenge treatment programmes of care.
- Provide health advice to other professionals across social, educational and the voluntary sector to support health care delivery to children and young people and their families.

- Identify and assess situations and conditions that put a child at risk for abuse and/or neglect.
- Differentiate normal physical findings and/or health practices from those findings of child abuse and/or neglect.
- Promote the health of children and their families through appropriate support and education in addition to participation in projects and programmes designed to promote health and well-being.
- Collect, collate, evaluate and report information, maintaining accurate patient records related to the assessment and management of health and well-being.
- Involve children and their families in the planning, delivery and development of family-centred health care and children's services.
- Establish partnerships with children and their families, acknowledging their strengths, assisting them in addressing their needs and negotiating with them subsequent plans of care.
- Work collaboratively with other professionals and agencies to ensure the needs of children and their families are met.
- Establish and maintain effective communication with children, their families and other relevant agencies and professionals across health, education and social services.
- Recognise, respect and support the cultural variations and spiritual beliefs that influence child health practices including child rearing, nutrition and family dynamics.

Leadership and Management

- Have a clear understanding of the core values of the NHS and demonstrate these through actions and behaviours in delivering quality services to all.
- Recognise the importance of participating in professional and community organisations that influence the health of children and support the role of Paediatric Advanced Practitioners.
- Participate in professional and policy-making activities that contribute to the development of the APNP role and the health of children, their families and their communities.
- Monitor the health, safety and security of self and others and promote best practice in the clinical setting.

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- Evaluate child health service delivery, identifying areas for improvement and participating in change.
- Ensure the effective and efficient use of physical and financial resources, making recommendations regarding supplies and equipment.
- Disseminate information, research and audit findings and lead on developments of advancing best nursing practice at local and national level.
- Maintain links with other Paediatric Providers, particularly those with APNPs in post. Attend relevant local and national meetings and conferences.
- Attend relevant departmental meetings as required across the Bolton Health Economy.
- Communicate with children and young people, parents, promoting involvement in the planning, delivery and evaluation of care of their children. Establish effective communication and actively promote health education.
- Liaise and communicate effectively with children and young people, parents, multidisciplinary and primary care teams across health and social boundaries.
- Ensure accurate and effective documentation is maintained and communicated to medical and non-medical staff.
- Provide the highest standard of professional and expert clinical leadership.

Education and Development

- Identify individual learning needs with subsequent planning, implementation and evaluation of programmes/strategies to meet identified need(s).
- Participate in the education of pre and post registered nurses (including curriculum development where appropriate) and specifically contribute to the development of future APNPs.
- Address specific child health targets both locally and nationally and contribute to the development of knowledge and skills required to meet appropriate targets.
- Ensure own compliance and of others with regard to mandatory training, and revalidation requirements in addition to participation in on-going professional development and development of the APNP role.

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- Participate in the education of other health professionals to support the assessment and care of children and young people across Bolton's health economy.

Clinical Governance

- Utilise an evidence-based approach to the management of child health and illness including the critical application of research findings relevant to the management of children and their families.
- Disseminate research and audit findings through presentation to professional groups and publication.
- Contribute to the development and implementation of policies, procedures and guidelines relevant to own area of work.
- Participate in the clinical supervision of nursing colleagues on an individual or group basis.
- Promote the involvement of children and their families with health related activities that contribute to the improvement of services.
- Promote children's equality, diversity and rights.
- Utilise the outcomes of care to revise subsequent management plans including evaluation of the child's response to care and the effectiveness of care provided.
- Engage in clinical supervision, self-reflection, audit and quality initiatives that contribute to improvements in care and practice for children and their families.
- Attend regular governance meetings relevant to own speciality.

Non- medical Prescribing

- Maintain relevant clinical and pharmaceutical knowledge, critically appraise and apply information in practice.
- Consult with parents, diagnose, and generate treatment options and follow- up plans, where applicable.
- Prescribe safely and effectively, acknowledging own limitations and scope of practice.

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- Work within Trust policies that impact on prescribing practice.
- Participate in, and use National Prescribing Centre competency framework, to undertake regular audit and review, of prescribing practice and medicines management.
- Access continuing professional development opportunities relating to Nurse Prescribing role

Responsibility for Resources

- Be responsible for stock control and ordering stores, equipment and monitoring faults and report to the appropriate staff member.
- Maintain stock of all information leaflets around the department and re order as necessary.

Organisational/Administrative Responsibilities

- Lead and participate in clinical audit activities and research
- Participate in organisational Clinical Governance and Risk Management Strategy requests.
- Undertake clerical duties as appropriate.

Education and Training Responsibilities

- Participate in annual appraisal and review. Follow an agreed plan for self-development.
- Demonstrate duties and procedures to new starters.
- Attend in service training programmes in order to meet the requirements of the post.

STANDARD CLAUSES

Health, Safety and Security:

- All employees have a duty to report any accidents, complaints, defects in equipment, near misses and untoward incidents, following Trust procedure.

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- To ensure that Health and Safety legislation is complied with at all times, including COSHH, Workplace Risk Assessment and Control of Infection.

Confidentiality:

- Working within the trust you may gain knowledge of confidential matters which may include personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Data Quality

- All employees are reminded about the importance of Data Quality and staff should make themselves aware of both departmental and corporate objectives for Data Quality.
- Data Quality forms part of the appraisal and objective setting process for staff responsible for data entry and data production; staff should ensure that they adhere to policies and procedures at all times. Failure to do so may result in disciplinary action being taken.

Codes of Conduct and Accountability:

- You are expected to comply with relevant Bolton NHS Foundation Trust codes of conduct and accountability.

Infection Prevention and Control:

- You must comply with all relevant policies, procedures and training on infection prevention and control.

Safeguarding Children and Vulnerable Adults:

- You must comply with all relevant policies, procedures and training on safeguarding and promoting the welfare of children and vulnerable adults.

Valuing Diversity and Promoting Equality:

- You must comply with all relevant policies, procedures and training on valuing diversity and promoting equality.

Training:

- Managers are required to take responsibility for their own and their staff's development.

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All employees have a duty to attend all mandatory training sessions as required by the Trust.

Any other general requirements as appropriate to the post and location

The range of duties and responsibilities outlined above are indicative only and are intended to give a broad flavour of the range and type of duties that will be allocated. They are subject to modification in the light of changing service demands and the development requirements of the post holder.

Date Prepared: 09.04.18 Prepared By: Andy Butler

PERSON SPECIFICATION

The person specification sets out the qualifications, experience, skills, knowledge, personal attributes, interests, other requirements which the post holder requires to perform the job to a satisfactory level.

	<i>ESSENTIAL</i>	<i>DESIRABLE</i>	<i>METHOD OF ASSESSMENT</i>
<i>QUALIFICATIONS</i>	Registered Paediatric Nurse (RSCN) NMC Current Registration MSc Advanced Paediatric Nurse Practitioner Independent Prescriber V300 Mentorship Qualification	Practice Educator ECDL Advanced Communication Course	Professional Certificates NMC Website Professional Portfolio
<i>EXPERIENCE</i>	Considerable paediatric experience. Senior Clinical Nurse in community, urgent Care Participation on service development and implementation of change. Experience of teaching and assessing in the clinical area. Experience in managing service performance.	Experience in research and audits	Application Form Interview Assessment Day References

<p style="text-align: center;">SKILLS and KNOWLEDGE</p>	<p>Ability to assess, plan, implement and evaluate higher level nursing care.</p> <p>Advanced clinical skills with higher level of decision making and critical thinking.</p> <p>Able to communicate sensitive information to parents and families.</p> <p>Ability to manage resistance and work through difficult situations.</p> <p>Evidence of contribution to service developments and change.</p> <p>Knowledge of professional and NHS issues and policy relating to ambulatory care.</p> <p>Effective interpersonal relationships with colleagues in health, social and educational settings.</p> <p>Moderate IT skills in word processing and presentations.</p> <p>Able to work autonomously, but also work as part of a team.</p> <p>Able to present work to professional groups.</p> <p>Professional responsibility with regard to NMC policies.</p> <p>Knowledge of participation in audit and research.</p>	<p>Evidence of a broad range of professional development activities.</p> <p>Experience in health promotion or health education.</p> <p>Able to demonstrate knowledge and understanding diversity and cultural diversity.</p> <p>Undertaken nurse led audit/ research</p>	<p>Application Form</p> <p>Interview</p> <p>Assessment Day</p> <p>References</p> <p>Assessment Day / Presentation</p>
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Values & Behaviours			
<p>OTHER <i>(Please Specify)</i></p>	<p>Valid Driving Licence.</p> <p>Shift work or occasional weekend work.</p> <p>Ability to travel within the Trust, applicants are required to travel independently across the locality & have access to a vehicle for business purposes.</p> <p>Availability to work flexibly to meet the needs of the service – this will require shift work.</p> <p>Role necessitates work from a variety of community/ acute based settings.</p>		<p>Employment checks</p>

Date Prepared: 4.7.2017

Prepared By: