

Working for NHS Lothian



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Section 1: Introduction to Appointment

Reference Number: CS/2018/068N/R1

Job Title: Advanced Nurse Practitioner

Grade: Band 7 with progression to Band 8A

Location: The Royal Hospital for Sick Children

Contract Duration: Permanent

Hours: 37.5 per week

Closing Date: 17 October 2018

Salary Scale: £32,974 - £43,471 per annum

Please note – the e-mail address you provide on the application form will be used as the primary route of communication for any further correspondence relating to this vacancy so please check your TRASH and SPAM folders.

Furthermore, during the course of the whole recruitment process from application to final offer NHS Lothian may need to contact you using the phone number (land or mobile) you have provided. Below are some examples:

- by text message prior to a scheduled interview date if no confirmation of attendance has been received by email
- if an invalid email address has been provided
- in relation to finalising any offer, if an email has been unsuccessful.

This post requires the post holder to have a PVG Scheme membership/ record. If the post holder is not a current PVG member for the required regulatory group (i.e. child and/or adult) then an application will need to be made to Disclosure Scotland and deemed satisfactory before they can begin in post.

****Please note: we anticipate a high level of interest in this position and may close the vacancy early once a sufficient amount of applications are received. Therefore, please make sure you complete and submit your application at an early stage.****



Section 2: Person Specification

NHS Lothian – Children’s Services

Post: Band 8a –Advanced Paediatric Nurse Practitioner

PERSON SPECIFICATION

Criteria	Essential	Desirable
Personal Traits	Self confident and enthusiastic Approachable Articulate Communicator Flexibility Professional attitude to work Motivated to work within speciality	
Qualifications & Training Level of education, professional qualifications, training and learning programmes/courses.	RSCN/RN (Child Branch) MSc Independent and Supplementary Nurse Prescribing Course Evidence of ongoing CPD within speciality area	
Experience and Knowledge Type of experience, level at which experience gained. Depth and extent of knowledge.	Expert clinical practice Experience of audit and research projects Experience of leading service developments	
Skills/Abilities Range and level of skills, i.e. communication (oral, written, presentation), planning/ organisation, numeracy, leadership etc.	Effective leadership skills Highly effective listening and interpersonal skills Time management skills/ability to prioritise workload Excellent team working skills and ability to use own initiative Effective problem solving skills IT Skills Ability to produce high quality written material/guidelines	



	Report writing	
Specific Job Requirements Environmental conditions, unsociable hours, car driver etc.		

If you do not meet the essential criteria as detailed above then please do not apply for this post as you will not be short-listed



Section 3: Job Description

1. JOB IDENTIFICATION

Job Title: Advanced Nurse Practitioner (ANP)

Responsible to: Lead Nurse, Critical Care

Directorate: Women & Children's

Department(s): Critical Care

Band: 8A (on completion of ANP course)

No of Job Holders:

Job Reference number : CS/2018/068N/R1

2. JOB PURPOSE

- Work within the Critical Care 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 Critical Care service combining nursing and medical duties.
- Provide expert clinical care at an advanced level to patients and families within the intensive care unit, making complex autonomous diagnosis and management decisions (under support of PICU consultant), about patient care, utilizing advanced skills and knowledge.
- Take total responsibility for case load of patients in the assessment of care needs and the delivery of optimal care at a level equivalent to that of middle grade medical staff. Plan, delegate and evaluate care by conducting ward round and advising nurses and parents on plan of care
- Co-ordinate and lead the retrieval team in the stabilisation and safe transfer of children requiring Critical Care, making autonomous decisions to ensure appropriate management and safe transfer.
- Extend advanced skills, knowledge and experience to Critical Care and referring hospital sites.
- The post holder will have specialist knowledge of Critical Care across a range of clinical issues, underpinned by the theory and practice acquired through an ANP education programme at master's level. Promote, implement and evaluate effective evidenced-based practice within the nursing service within Critical Care.
- Demonstrate and maintain expert advanced resuscitation by acting as a lead clinician at resuscitation events
- Utilise advanced clinical skills, knowledge and experience for vital invasive procedures.



- Support ongoing education, training and development of nursing, medical staff and other professional groups.
- Promote the role of the ANP as an integrated member of the multi-disciplinary team, participating in the review, development and direction of the ANP role. Enhance the quality of the patients and families experience of Critical Care services. Motivate staff to provide high standards of care by acting as a role model.
- Participate at meetings as Critical Care expert at Unit, Directorate and Divisional level at the request or on behalf of the Lead Nurse and/or Head of Nursing/ Chief Nurse

3. DIMENSIONS

The National Services Division is responsible for planning and funding national specialist and screening services on behalf of the NHS in Scotland, with a budget of £145 million covering 140 different service agreements. The aim is to ensure that specialist and screening services are of high quality and meet the needs of the population of Scotland efficiently and effectively.

Since April 2007 Paediatric Intensive Care in Scotland has been commissioned a national service delivered on two sites. A national retrieval service for critically ill children is also commissioned from both units

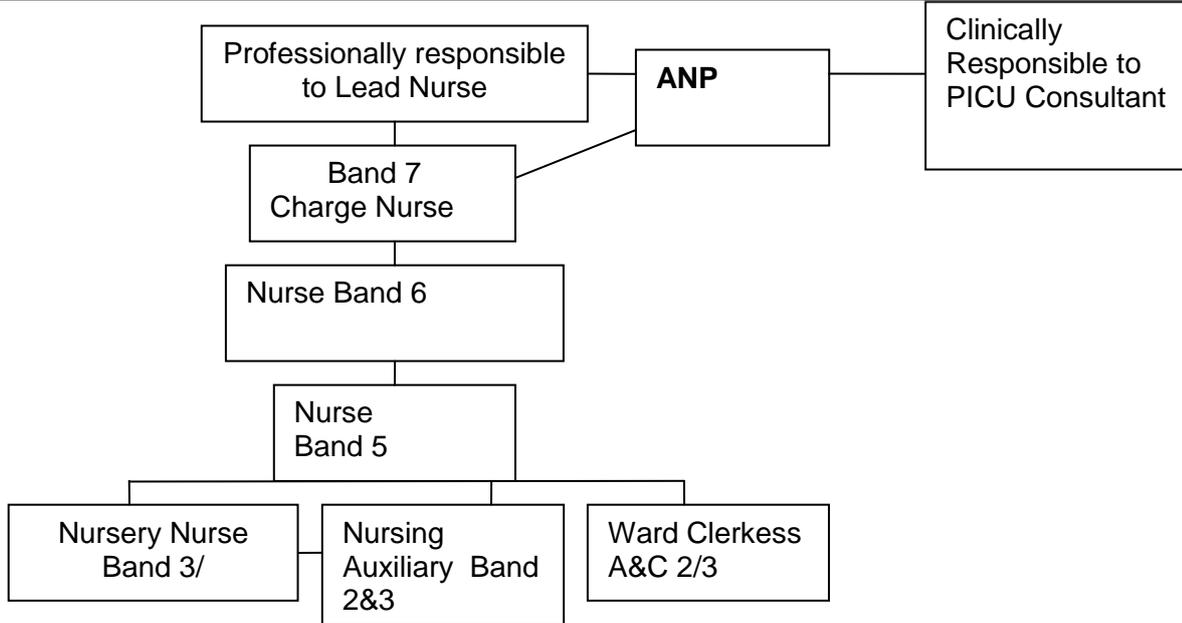
The Royal Hospital for Sick Children, Glasgow, provides full tertiary services for all children requiring intensive care and high dependency care. There were 970 admissions across the service in 2007/08. The Hospital is also a tertiary referral unit for Scotland and retrieves critically ill children who require intensive or high dependency care.

The Paediatric Critical Care Unit, Royal Hospital for Sick Children, Edinburgh, is a 17 bedded unit that provides intensive care services for the children of Scotland and High Dependency / Neonatal services for Lothian, Borders and Tayside regions of Scotland. Specialities include spinal surgery, burns/ plastic surgery, neurosurgery, neurology, general paediatric surgery, general paediatric medicine and haematology / oncology.

The Paediatric Critical Care Unit is a leading specialist centre providing family centred care in a child friendly environment maintaining physical and psychosocial needs of all its patients.



4. ORGANISATIONAL POSITION



5. SCOPE AND RANGE

The post has combined nursing and medical duties The role encompasses a wide range of skills and competencies in order for the post holder to carry out the following:

- Exercises independent judgement to investigate, diagnose, plan, implement, manage and evaluate the clinical care of patients working within agreed Unit protocols and guidelines
- Screens patients for diagnosis and disease using clinical and other findings e.g. Laboratory results, X-ray, Ultra sound scanning, makes autonomous decisions based on interpretation of clinical and other findings
- Orders treatment including a range of medications under PDG's as a nurse prescriber based on a sound knowledge of pharmacology (only after completion of the non medical prescribing course)
- Conducts invasive and non-invasive diagnostic and therapeutic procedures where appropriate
- Takes the role and responsibilities of the middle grade medical staff as part of their work schedule. Supervises, advises and instructs new middle grade medical staff in practical procedures, care and management of patients, covering for in house training sessions as required
- Works autonomously as a member of the multidisciplinary team sharing in the responsibility for the provision of 7 day, 24 hour clinical care
- Undertakes research and audit cycles to enhance clinical practice. Actively promotes and demonstrates evidence-based best clinical practice
- Maintains accurate multidisciplinary clinical records
- Initiates and maintains good communication with parents, carers and colleagues
- Participates in the clinical and practical education, support and development of the multidisciplinary team. Provides clinical advice to nursing and medical staff and other members of the multidisciplinary team

6. MAIN DUTIES/RESPONSIBILITIES

Clinical/Specialist Knowledge

Combines nursing and medical duties

Works as a senior member of the nursing team within the Critical Care

- Ensures clinical practice reflects all current NMC documentation regarding advancing practice including : Code of Professional Conduct
Standards for Record Keeping
Administration of Medicines
- Communicates to nursing and medical staff and parents, the role of the Advanced Nurse Practitioner. Interprets and markets the role to the public, legislators, policy-maker, and other health care professionals
- Functions in a variety of role dimensions: health care provider, co-ordinator, consultant, educator, coach, advocate, administrator, researcher, role model, change agent and leader. Uses evidence and research to implement the role
- Takes a lead role in directing nursing practice. Acts as a role model in practicing evidence based nursing care. Maintain and continually develop in depth specialist knowledge of nursing practice relevant to all aspects of paediatric care
- Provides and delivers a high standard of advanced nursing care by initiating and co-ordinating the assessment, planning and evaluating the needs of the critically ill infants and their carer's based on evidence
- Responds to emergency situations, utilising clinical judgement and decision making to initiate appropriate interventions and treatments for patients
- Liaises, reports and documents any relevant nursing and social issues related to the infant or their family needs with other health care professionals with on-going responsibility for patient care and communicating changes as they occur, thus contributing to the provision of family centred care
- Uses information systems to support decision-making and to improve care
- Contributes to a team approach in assessment and delivery of planned care including transfer of children to other units, wards and discharge to the community
- Ensures patients' needs are met by acting as advocate and liaising with members of the multi-disciplinary team. Always act in the best interest of the patient, carer's and family to safeguard and protect the patient at all times
- Engages and interacts with parent or carer's, encouraging them to be actively involved in planning and delivering care to their child as outlined in the units philosophy. Keep the family fully informed of their child's progress and condition
- Promote health education within the clinical area and advise the parent, carer's and family members and others in health promotion issues
- Proactively and positively contribute to the achievement of clinical outcomes through individual and team effort. Manage the patient and carer's experience and control risk
- Adheres to the principles of clinical governance and risk management
- Recognises cultural issues and interacts with families/ carers from other cultures in culturally sensitive ways. Incorporates cultural preferences, health beliefs and behaviours, and traditional practice into management plan. Accesses culturally appropriate resources to deliver care.
- Promotes anticipatory guidance and counselling to promote health, reduce risk factors,



and prevent disease and disability

- Recognises environmental health problems affecting patients and provides health protection interventions that promote healthy environments for individuals, families and communities
- Uses a follow up system within the practice workplace to ensure that patients receive appropriate services
- Participates in legislative and policy-making activities that influence an advanced level of nursing practice and the health of communities
- Evaluates the relationship between community/ public health issues and social problems as they impact on the health care of patients/ families (poverty, violence, drug addiction etc)
- Develops appropriate advanced clinical and technological skills in response to the changing needs of care and the dynamic state of healthcare services
- Actively engages in continuous professional development and maintains a suitable record of this development
- Assumes accountability for practice and strives to attain the highest standards of care and practice
- Evaluates the patients' response to the health care provided and the effectiveness of the care. Uses the outcomes of care to revise care delivery strategies and improve the quality of care

Works within agreed ANP / medical protocols to support and enhance the responsibilities of Middle Grade roles as required:

- Attends clinical emergencies in all ward areas and A&E as part of the Paediatric Emergency Team
- Assesses the need of the Critical Care patients, admitting to and discharging from the Critical Care as necessary
- Assesses patients' health status, taking a systematic and comprehensive patient history including medical and social history
- Undertakes a full systematic physical examination including cardiopulmonary and neurological assessment
- Plans, implements and evaluates individual management according to unit guidelines and protocols
- Requests and interprets investigations, laboratory results, x-rays and ultrasound scans, making diagnostic decisions and acts on results as appropriate.
- Reviews any patient on the hospital wards of which the nurse has a concern about, undertaking assessment, evaluation and plans appropriate management of care towards discharge
- Initiates and orders intravenous therapy, blood transfusions, volume expanders and intravenous medications as indicated clinically based on a sound knowledge of pharmacology and haematology
- Develops and maintains own clinical skills whilst promoting an environment which fosters the development of advanced nursing practice, demonstrating advanced capacity for problem solving and critical decision making while working collaboratively within the multidisciplinary paediatric team
- Liaises with referring units to implement transfer/ discharge planning ensuring smooth transfer of patients from the care of the tertiary unit to an appropriate care setting



- Initiates and manages appropriate respiratory support as required i.e. NCPAP, ventilation and adjusts appropriately depending on clinical judgement and blood gas analysis
- Participates in Palliative care for patients when appropriate leading to a pain free, dignified ending to life
- Intensive support, counselling and caring for families who's child(s) is receiving terminal care
- Critically evaluates practice, developing innovative ideas to improve effectiveness and efficiency of care
- Leads and acts as a specialist resource in Critical Care nursing by promoting the service and increasing the awareness of the disease process specific to the paediatric population in both hospital and primary care settings to enhance standards of care
- Actively participate in Critical Care Consultant and Registrar rounds
- Counsel parents on their child's progress within their own level of competence and knowledge

Practical Procedures

The ANP is expected to undertake practical procedures within the usual role of that of the medical staff, as agreed with the consultant Intensivist. This includes:

- Endotracheal intubation/ extubation
- Adjustment of ventilator settings
- Venous Cannulation
- Central venous/ arterial catheterisation
- Venepuncture/ percutaneous arterial sampling
- Lumbar puncture
- Supra-pubic aspiration of the bladder
- Chest drain insertion for pneumothorax
- Maintains contemporaneous records nursing and medical
- Undertakes diagnostic procedures, when appropriate, adhering to written guidelines
- Emergency drug administration, according to local protocols
- Initiation of treatment with prescribed drugs as stated within protocols and according to PDG's, using an under pinning from extended and supplementary nurse prescribing course
- Request parental fluids and electrolyte solutions adhering to local guidelines
- Request blood products and volume expanders (in emergencies and subject to local guidelines)

Professional:

- Practice within the legal & Ethical framework as established by Nursing Midwifery Council (NMC) and National Legislation to ensure patient interests and well-being are met.
- Develops the role using evidence based practice and continually improving own knowledge base following PREP guidelines
- Contributes to the supervisory and peer review processes
- Acts as role model and professional resource person to colleagues
- Contributes and promotes the application of Government health and nursing initiatives



within the paediatric service

- Contributes to the implementation of the Divisional Strategy for Nursing and Midwifery??
- Conveys the role of the Advanced Nurse Practitioner to staff and parents
- Maintains a high standard of clinical competence and professional development through self education and regular evaluation with the Lead Nurse and Consultant Intensivist. Participates in PDP process.
- Act as an exemplary professional role model for leading ANP nursing service within Women and Children's Directorate
- Work within the National Health Service (NHS), and Health & Safety Executive (HSE) Legislation, Policy, Guidelines and Procedures.
- Be at all times an advocate for the patient and family

Education and Research/Audit:

- Demonstrates responsibility for professional development by:
 - Personal Development Review Plan and Professional Portfolio
 - Incorporating health education and health promotion in clinical practice
 - Demonstrating practical application of knowledge gained
 - Demonstrating the sharing of knowledge, skills and attitudes to others
 - Contributing to the learning environment
- Demonstrates a commitment to evidence based practice and clinical excellence and plays an active role in the introduction of this evidence to improve family centred care
- Supervises, assesses, mentors and supports, nurses, medical staff and ANPs on clinical placement.
- Contributes towards ward or clinical projects, sets and maintains standards of practice in conjunction with other team members, participates in audit and quality monitoring
- Maintains personal and professional development to meet the changing demands of the specialty, participates and initiates appropriate training activities and encourage and supports staff development and training
- Maintains and continually improves in-depth specialist knowledge relevant to clinical area which significantly contributes to the Directorate's stated objectives and aims
- Undertakes evidence based practice and contributes to the development of professional nursing practice.
- Increases the level of knowledge and skills within the Division through sharing best practice and supporting others to develop their professional abilities
- Supports team members to deliver on their objectives through offering advice, guidance and support as necessary
- Teaches and assesses advanced nursing skills as part of the ongoing programme of expanded nursing practice within the Unit
- Teach, advise and coach parents and carers with regard to their child's condition and treatment options.
- To take an active role in the team's educational training by:
 - Organising and under taking clinical tutorials
 - Presenting case histories for discussion
 - Attending and participating in multi-disciplinary Audit meetings
 - Working in collaboration with other team members to plan appropriate learning experiences for all levels of staff
 - Assisting with the orientation of the Middle grade medical staff allocation to the



Unit

- Maintains a high standard of clinical competence and professional development by:
 - Keeping self informed of current advances and research
 - Participating in ongoing Clinical Development Processes with guidance from the Intensivist to evaluate the role and develop the service
- Acts as a specialist resource in Critical Care, educator and mentor for health care professionals and other professional groups
- Promotes and develops research and clinical audit programmes to support own and the Critical Care teams best practice which is research and evidence based leading to continuous improvement in care.
- Evaluates newly generated research findings and adapts them for practice using advanced knowledge and skills and disseminate findings internally to influence best practice
- Contributes to and take an active role in key clinical research projects
- Encourages and facilitates research by the multi-disciplinary team
- Participates in the systematic review of all unit guidelines and protocols for practice

Organisational/Managerial:

- Initiates, plans, reviews and co-ordinates Critical Care from admission through to discharge
- Pioneering and developing role in response to changing health care needs, adjusting boundaries of practice to meet the needs and interests of patients, families and health services.
- Demonstrates knowledge of effective multi-disciplinary teamwork and the role of individual team members; ensuring that expertise within the area is seen as a resource within and outside the Directorate; and form working partnerships with other health and social care service providers
- Demonstrates an awareness of, and compliance with health and safety regulations and procedures that apply to staff, patients and carer's and visitors within the Directorate's premises including reporting deficiencies in equipment, furnishings or matters of hygiene and cleanliness
- Participates in Directorate and Local Clinical Governance Strategies including Clinical Risk Management
- Considers access, cost, efficacy, and quality when making care decisions
- Maintains current knowledge of employing organisation and the financing of the health care system as it affects delivery of care
- Uses business and management strategies for the provision of quality care and efficient use of resources
- Demonstrates efficient use of resources and it's utilisation in accordance with agreed procedures, taking any recommendations to improve the service to the ??Lead Nurse
- Demonstrates an understanding of Child Protection including legislation and procedures
- Dissemination of knowledge through report writing, and reviewing, taking full responsibility and being sensitive to the wider implications of that knowledge, adhering to Nursing and Midwifery Council and Professional guidelines on record keeping.
- Takes an active role in public relations, representing the Critical Care within the public domain



- Takes a lead in the development and revision of guidelines, protocols, standards etc. including those related to the role of the ANP
- Promotes research based practice and evaluates its effectiveness. Instigates and participates in audit
- Recognises ethical and legal issues, which have implications for nursing practice, taking action as appropriate
- Participates in planning, development, and implementation of public and community health programmes

6. SYSTEMS AND EQUIPMENT

6a) Systems

- 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 safe working environment for patients, 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 and local policies regarding confidentiality and access to medical records and ensure all staff complies with policy
- Promote the use of Information Technology to benefit personal development and patient care
- Develop and implement policies and protocols for own area of work
- Propose policy or service changes to develop service which may impact beyond own area of practice
- Access of laboratory results from bacteriology, virology, biochemistry or haematology
- Communicating via Tele-medicine link in the assessment and diagnosis of specific conditions
- Requesting of x-rays via relevant Hospital Information System.

6b) Equipment

- Responsible and knowledgeable in the safe use of the highly specialised equipment in the Critical Care, checking, maintaining, trouble shooting and identifying problems related to this
- Participate in any trials, training and clinical evaluation of all new equipment
- Responsible for maintaining appropriate levels of stock in own area of practice and for ensuring appropriate equipment or supplies are purchased
- Accurate reporting through appropriate systems any defects, faults or harm caused by any pieces of equipment i.e. clinical risk management forms, equipment fault labels etc
- Development of appropriate training guidelines on equipment
- Undertake relevant training and supervision of nurses and medical staff in the use of equipment in use
- Responsible for ensuring that all staff are aware of and trained to meet 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 patients, visitors and employees. See 6a



7. DECISIONS AND JUDGEMENTS

- Makes highly complex clinical decisions including analysis, diagnosis and clinical management, based on an in depth broad expert knowledge and interpretation of clinical and other findings such as laboratory investigations and x-rays. (with support of Critical Care consultant)
- Decisions include use of advanced skills at resuscitation, admission and discharge from the Critical Care, and awareness of options and implications when initiating treatment
- Uses own initiative and acts independently within the bounds of own existing knowledge and skills. Is guided by departmental, divisional, ANP specific, or policies, protocols/ procedures and guidelines and by codes of conduct according to the NMC.
- Demonstrates sound judgement in assessing the emotional and physical care of the patient and their family in a holistic manner
- Plans a package of care for individual patients including ordering of appropriate medications
- Works autonomously within a multidisciplinary team. Undertakes clinical decisions at times without further consultation
- Refers patients as appropriate for specialist opinion. Can access clinical expertise of radiologist, physiotherapist, cardiologist, haematologist, microbiologist, and biochemist etc. if and as required
- Performance is monitored by PDP and appraisal on an annual basis
- Uses advanced expertise to support and develop nurses, medical staff within and out with Critical Care 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
- Uses advanced skills and theory to take lead role at resuscitation events which can include intubation, cardiac compressions, insertion of intravenous lines, drug and blood administration
- Acts as patient's advocate to ensure their rights are upheld

8. COMMUNICATIONS AND RELATIONSHIPS

- Acts as a patient/ staff advocate through the application of ethical, legal and professional knowledge and skills
- Communicates effectively, highly sensitive, complex condition related information to families during their stay in Critical Care
- Communicates through interpreter services to overcome cultural and language differences of parents and families.
- Uses a high level of interpersonal, professional and communication skills in hostile



antagonistic or highly emotive situations, such as dealing with clients with severely challenging behaviour.

- Demonstrates effective verbal and written communication with all members of the multidisciplinary team within own department and relevant departments, relevant to the neonatal service.
- Liaises with social work and community services on highly sensitive information e.g., child protection, ability of parental care, situations of abuse within the family unit etc.
- Offers a strong level of support, teaching and education to staff within the Critical Care Unit and hospital
- Enhances communication between departments and between medical and nursing staff
- Design referral protocol and make justifiable referrals to a wide range of other healthcare professionals and specialities which may include the admission or discharge of patients from hospital
- Provides support, empathy and reassurance in the delivery of patient care
- Contribute to a supportive environment in the interest of staff morale
- Participate in National specialist groups, which facilitate net-working and sharing best practice providing professional specialist advice to national strategy
- Participates in the recognition of need and development of parent information sheets/ leaflets

9. PHYSICAL DEMANDS OF THE JOB

Physical Skills:

- Manual dexterity and highly developed physical skills are vital for all procedures e.g. intubation, intravenous cannulation, arterial cannulation, or chest drain insertion. Passing naso-gastric tubes, urinary catheterisation, venous, capillary or arterial blood sampling
- Dexterity and skill is also required when undertaking blood culture sampling, lumbar puncture or supra pubic aspiration
- IV cannulation, IV infusions set up and administering IV drugs either through patient group directions, extended or supplementary prescribing
- Paediatric Life Support with bag and mask ventilation and cardiac massage
- Advanced Life support skills including airway management/ intubation, drug administration via intravenous catheter or using the intra-cardiac route
- Administration of drugs via the endotracheal tube e.g. adrenaline
- Exposure to body fluids/ blood products/ therapeutic products
- Exposure to frequent radiotherapy i.e. x-rays
- Potential exposure to toxic gasses i.e. nitric oxide
- Potential expose to congenital infection/ blood born infections
- I.T. skills
- Assists with or undertake EPP in defined areas therefore requiring appropriate Occupational Health Screening and clearance

Physical effort:

- Moving, lifting and manoeuvring equipment within the unit i.e. cots, beds, babytherms, ventilators, infusion pumps, cots, monitors, etc
- Moving and manoeuvring cots/beds between departments i.e. from A&E to PICU
- Running to respond to emergency crash bleep up and down stairs



- Working at a computer key board
- Performing complex medical procedures over babytherms, cots and beds
- Frequently bending to carry out procedures, or examination of patients
- Walks/ stands for majority of shift. Frequent periods of moderate physical effort

Mental Effort

- Monitoring an ill patient while transferring between departments and within Critical Care
- Ordering and administering IV drugs to a patient. Potential for error as calculated on an individual basis
- Frequent direct and indirect interruptions from parents, relatives, and the multidisciplinary team
- Concentration is required at all times when caring for sick patient and also within the role of ANP
- Clinical decision making
- Recognising and responding to ethical issues due to the nature of the post
- Balancing the various aspects of the post
- Concentration when teaching medical/ nursing staff
- Time management
- Dealing with unpredictable workload
- Challenging inappropriate/ poor clinical practice
- Maintenance of precise and accurate records
- Impact of service and organisational change

Emotional:

- Communicating with and supporting families whose child unexpectedly requires intensive or specialist care
- Unpredictable work load
- Little or no advanced notice of emergency situations
- Discussing complex clinical issues with the multidisciplinary team and parents
- Caring for children with complex problems
- Imparting bad news to parents and families
- Caring for and supporting parents and their families following receipt of bad news
- Tense situations increase the risk of verbal or physical abuse from families
- Dealing with parents/carers/ relatives with severely challenging behaviour
- Recognising and responding to ethical issues arising from the care of the patient
- Supporting parents/ colleagues in the decisions to withdraw treatment, receiving palliative care or in the sudden unexpected death of a child
- Dealing with Child Protection issues/ Court Appearances

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Managing and leading advanced Paediatric resuscitation
- Eliciting information and making decisions on case management based on complex holistic information e.g. patient symptoms, diagnostic results, and social circumstances
- Making independent clinical decisions based on own clinical assessment and interpretation of other findings such as laboratory results and x-rays
- Planning individual patient care within the context of an independent health care team



- Achieving a balance between the demands of direct patient care within existing resources and job plan
- Prioritising work load effectively due to the unpredictable nature of the job
- Communicating with and supporting distressed/ anxious/ worried relatives/ parents/ colleagues
- Providing a professional advisory teaching role to a wide variety of contacts e.g. parents, relatives, carers, junior and senior nursing staff, medical staff, health visitors, social workers, primary care workers
- Initiate and lead as an effective change agent integrating information gained from research and audit into clinical practice
- To report, document, evaluate and develop the work of the nurse practitioner and to demonstrate its importance both to patients and members of the interdependent healthcare team
- Accuracy and knowledge required in the ordering, preparation and administration of medications in patient's which are based on an individual basis depending on weight and often involve several dilutions to attain correct dose. Huge potential for errors to occur
- Maintain clinical competence and lead new developments in the nurse practitioner service
- Dealing with difficult/ abusive parents, relatives and members of the public
- Supporting families/ relatives and colleagues when palliative care is required
- Highly unpredictable working pattern
- Maintaining a balance to avoid the peaks and troughs associated with rotation of medical staff on a six month basis
- Establishing/ developing, enhancing and leading an advanced new role development within the Directorate
- Development of procedures, protocols, guidelines specific to the role
- Development of PGD's/ supplementary prescribing protocols
- Collaborating with nursing and medical colleagues
- Adaptation to a new role and dealing with antagonism or resistance from colleagues
- Leading the ward round within Critical Care, making clinical decisions along with a middle grade doctor on treatment, management, admissions and discharges (with support from Consultant intensivist)
- Working as an autonomous practitioner which incurs added responsibility, stress, the need for a vast amount of knowledge, and maintaining up to date information.

11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Qualifications:

- RSCN/RN Child Branch
- Approved PICU course or specialist qualification
- Advanced Nurse Practitioner Qualification at Masters Level
- The candidate will be require to undertake the Non Medical Prescribing qualification during training period

Experience:

- First level registered nurse (children) able to demonstrate competence within post-registration professional practice commensurate with fulfilling the key result areas for this post
- Ability to meet the highly complex needs of the sick ventilated patient requiring full nursing



and medical support.

- Evidence of management, education and training.
- Effective listening and interpersonal skills.
- Time management skills/ ability to prioritise workload.
- Research/ audit experience
- Expert clinical practice
- Evidence of effective problem solving skills
- IT skills

Desirable:

- Current experience in Paediatric Retrieval

12. JOB DESCRIPTION AGREEMENT

Job Holder's Signature:

Date:

Lead Nurse/ Signature:

Date:

Consultant Intensivist Signature:

Date:



Section 4: NHS Lothian Values into Action

NHS Lothian is determined to improve the way their staff works so they have developed a set of common values and ways of working which they now need to turn into everyday reality - to the benefit of everyone working in the organisation and, most importantly, to the benefit of their patients.

Our Values are:

- Quality
- Dignity and Respect
- Care and Compassion
- Openness, Honesty and Responsibility
- Teamwork

Throughout the recruitment process candidates will need to demonstrate they meet all of Our Values.

More information on Our Values can be found by clicking on the link at the bottom of our Careers website front page: www.careers.nhsllothian.scot.nhs.uk

Section 5: General Information for Candidates

Data Protection Act

During the course of our activities we will collect, store and process personal information about our prospective, current and former staff. The law determines how organisations can use personal information. For further information on the type of data that is handled, what the purpose is of processing the data and where and why we share data, please see the NHS Lothian Staff Privacy Notice, found at <https://www.nhsllothian.scot.nhs.uk/YourRights/DataProtection/Pages/StaffPrivacyNotice.aspx>. For the purposes of this privacy notice, 'staff' includes applicants, employees, workers (including agency, casual and contracted staff), volunteers, trainees and those carrying out work experience.

Counter Fraud

NHS Lothian is under a duty to protect the public funds it administers, and to this end will use the information you have provided on your application form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds for these purposes. More detail on this responsibility is on NHS Lothian's intranet (Counter-Fraud and Theft page) and further information is available on the Audit Scotland website: www.audit-scotland.gov.uk/



References

All jobs are only offered following receipt of two satisfactory written references. At least one reference must be from your current/most recent employer, or your course tutor if you are currently a student. If you have not been employed or have been out of employment for a considerable period of time, you may give the name of someone who knows you well enough to confirm information given and to comment on your ability to do the job.

Changes to Disclosure and Rehabilitation Regime

In September 2015 the Scottish Government made changes about what conviction information needs to be disclosed. The rules are complicated, so it is important you read the guidance below as part of making your application.

NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment candidates will be subject to one of the following:

- For posts in regulated work – Protection of Vulnerable Groups Scheme membership
- For all other posts which are subject to a criminal conviction record check – A Police Act check
- For posts not subject to a criminal conviction record check – A self-declaration

For further information please visit our careers site:

<http://careers.nhslothian.scot.nhs.uk/HelpAndAdvice/Recruitmentofexoffenders/FAQsdisclosureScotlandandselfassessmentform/Pages/default.aspx>

Disclosure Scotland

Where a Police Act Disclosure or Protection of Vulnerable Groups Check is deemed necessary for a post, the successful candidate will be required to undergo an appropriate check. Further details on the Recruitment of Ex-Offenders are available on our careers webpage:

<http://careers.nhslothian.scot.nhs.uk/HelpAndAdvice/Recruitmentofexoffenders/Pages/default.aspx>

Work Visa

If you require a Work Visa, please seek further guidance on current immigration rules which can be found on the Home Office website: www.gov.uk/government/organisations/uk-visas-and-immigration or visit our Careers website:

www.careers.nhslothian.scot.nhs.uk/pathwaysintoemployment/OverseasWorkers/Pages/default.aspx

Overseas Registration and Qualifications

NHS Lothian will check you have the necessary professional registration, where appropriate. If you require a qualification for this role but are not regulated by a professional body (e.g. NMC, GMC, HCPC etc), you will need to provide an official translation, notarised by a solicitor, of your overseas qualifications to be checked by the recruiting manager. Please ensure that this is available before applying for this post.

Job Interview Guarantee Scheme



As a Disability Symbol user we recognise the contribution that all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet the minimum criteria expressed in the job description will be guaranteed an interview.

Terms and Conditions

For an overview of our Agenda for Change terms and conditions please click on this link: www.msg.scot.nhs.uk/pay/agenda-for-change

Travel Expenses

Travel expenses are not normally reimbursed for interviews, if you are selected for interview and wish to enquire about the possibility of being reimbursed then the request should be directed to the recruiting manager or interview panel chair.

Application Form Completion

The purpose of an application form is to help evidence that the applicant has all the requirements applicable to carry out the job applied for. (7500 is the character limit for statement in support of application.)

Once in receipt of the application pack it is essential to read both the job description and person specification to gain a full understanding of what the job entails and the minimum criteria required.

Please note for equal opportunity purposes NHS Lothian do not accept CV's as a form of application.

For general help and advice on how to complete an application form please visit our careers website:

www.careers.nhslothian.scot.nhs.uk/HelpAndAdvice/ApplyingForPosts/Pages/default.aspx

NHS Staff Benefits

As a staff member in NHS Lothian, you will have access to a wide variety of offers and discounts from local and national businesses. For more information and to view these discounts, visit www.nhsstaffbenefits.co.uk - new offers are added on a weekly basis.

Section 6: Working in Edinburgh and the Lothians

NHS Lothian offers excellent career prospects and a wide range of job opportunities for potential employees. It employs approximately 24,000 staff and offers training and development opportunities as well as excellent staff benefits.

The information provided below aims to help support and guide both prospective applicants and new employees unfamiliar with Edinburgh and the Lothians.

Edinburgh and the Lothians



Edinburgh and the Lothians are on the eastern side of Scotland's central belt in the heart of the country. Four main areas make up Edinburgh and the Lothians – Edinburgh, East, Mid and West Lothian.

NHS Lothian serves a population of approximately 850,000 people living in and around Edinburgh, Scotland's historic capital city. The geographical area known as Lothian region covers 700 square miles, comprising the City of Edinburgh, Midlothian, East Lothian and West Lothian.

It is a region of exceptional beauty and contrast, from the splendour of Edinburgh to the beauty and variety of the hills, countryside and coastline. The nearest major town outside of Edinburgh is Livingston, a thriving location in the heart of West Lothian. As well as many sites of historic interest, the region boasts a host of recreational activities for all ages.

For further information on relocating to Edinburgh please visit our careers website: www.careers.nhslothian.scot.nhs.uk/AboutNHSLothian/Location/RelocatingToLothian/Pages/default.aspx

Section 7: Workplace Equality Monitoring

NHS Lothian is committed to supporting and promoting dignity at work by creating an inclusive working environment. We believe that all staff should be able to fulfil their potential in a workplace free from discrimination and harassment where diverse skills, perspectives and backgrounds are valued.

In order to measure and monitor our performance as an equal opportunities employer, it is important that we collect, store and analyse data about staff. Personal, confidential information will be collected and used to help us to understand the make-up of our workforce which will enable us to make comparisons locally, regionally and nationally.

Section 8: Equal Opportunities Policy Statement

NHS Lothian considers that it has an important role to play as a major employer and provider of services in Lothian and accepts its obligations both legal and moral by stating commitment to the promotion of equal opportunities and elimination of discrimination.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of sex, disability, marital status, age, race (including colour, nationality, ethnic or national origin), creed, sexuality, responsibility for dependants, political



party or trade union membership or activity, HIV/AIDS status or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our Equal Opportunities in Employment policy can be viewed on our careers website:

www.careers.nhslothian.scot.nhs.uk/AboutNHSLothian/EqualOpportunities/Pages/default.aspx

Section 9: Code of Conduct for Healthcare Support Workers

If this post is a healthcare support worker position the post holder will need to follow the Code of Conduct for Healthcare Support Workers.

A Healthcare Support Worker is defined as any healthcare worker working within NHS Scotland who is not currently statutorily regulated or in a role that has been recommended for statutory regulation by the Government.

The Code of Conduct sets the standard of conduct expected of healthcare support workers and adult social care workers. It outlines the behaviour and attitudes that you should expect to experience from those workers signed up to the code. It helps them to provide safe, compassionate care and support.

For more information on the Code of Conduct for Healthcare Support Workers please read the guidance: www.gov.scot/resource/doc/288853/0088360.pdf



