

Practice Nurse

Company Name: **North Watford PCN**

Watford

Advertising Salary: **Dependant on experience and qualifications**

Function

About the Role

North Watford PCN has a fantastic opportunity for a practice nurse to join our team on a permanent part-time basis, for 15-20 hours per week.

The main responsibilities of the role include undertaking a range of nursing assessments and provide appropriate care/treatment in conjunction with GPs according to practice policy, protocols etc.

It is important for the successful applicant to strive to improve standards of care and be involved in identifying practice population needs.

Chronic disease management is an essential part of the role as well as the mentoring of our health care assistants.

Knowledge of the GMS contract, e.g. The Quality and Outcomes Framework, LES/DES is a vital element of the post.

Professional Responsibilities

- Assist GPs to help deliver effective implementation of management of pts with chronic diseases as detailed by the Quality and Outcomes framework.
- Support the implementation of evidence-based guidelines in conjunction with the practice nursing team.
- Encourage the development of integrated services within Primary Care to include integrated practice-based teams and multidisciplinary working.
- Promote your own continuing professional development.
- Recognise the opportunities for working in partnership with the Primary Health care team.
- Participate in an annual appraisal.

Clinical

- Support the practice in achieving quality indicators and targets of the GMS contract and any relevant National Service Frameworks.
- Experience in Chronic Disease Management or willingness to undertake training.
- Undertake opportunistic screening when clinically required.
- Perform venepuncture and electrocardiography.
- Undertake wound care/ management/dressing techniques.
- Perform cervical screening and promote breast awareness.
- Administer adult and paediatric injections under an individualised prescription or Patient Group Direction, ensuring safe storage, rotation and disposal of vaccines and drugs.
- Provide advice on lifestyle issues, assist and support patients in changing their unhealthy behaviours and refer appropriately.
- Participate in the smoking cessation service.
- Provide an adult and childhood immunisation service working to Patient Group Directions - following

appropriate training if required.

- Deliver travel health care, including vaccinations and advice for patients - following appropriate training if required.
- Recognise the signs of child abuse, family violence, vulnerable adults, substance abuse, addictive behaviours, suicidal tendencies and be aware of local, referral procedures.
- Ensure that current evidence-based approaches to patient care are standard practice.
- Apply infection control measures when collecting and handling of laboratory specimens, disposing of waste materials, dealing with blood and body fluids spillages and report and treat sharps injuries.
- Undertake first aid and management of emergencies, e.g., burns, haemorrhage, hypo/hyperglycaemic emergencies/asthma attacks.
- Undertake annual training and demonstrates competency in anaphylaxis and resuscitation techniques.

Research, Audit and Quality

- Encourage the development of a practice audit strategy and action plan for Primary Care.
- Contribute to the provision of equitable, high-quality services for patients in the locality.
- Help support the integration across primary, secondary, and tertiary care services.
- Ensure all care is evidence based using up to date validated literature.
- Contribute to research and development programmes where required to improve clinical practice.

Education and Training

- Provide professional advice /support to health care professionals within the Primary health care team.
- Following identified training needs, participate in training and facilitation of other practice nurses & health care assistants.
- Participate in partnership programmes of awareness raising, detection and prevention of chronic diseases.
- Maintain a level of expertise in specific chronic disease management (when appropriate) and other pertinent areas of health care and seek to develop new and improved skills.
- Advise members of the public on the concepts of health promotion, education, prevention, and protection
- Seek out new knowledge of nursing and health by reading, enquiring and partaking in continuous education programme.
- Take responsibility for personal development and education including in- service training.
- Actively participate in multidisciplinary education and training.
- Monitor and maintain consistency of professional standards and take appropriate action if standards are not met.
- Maintain professional development by attending relevant courses and study days to keep abreast of current knowledge and developments.
- Abide by the legal requirements and statutory rules relating to practice and record and maintain periodic professional registration with RCN & NMC
- Participate in an annual appraisal.
- Completing all mandatory training modules as specified by the Practice.

Quality

- Alert other team members to issues of quality and risk

- Assess own performance and take accountability for own actions, either directly or under supervision
- Contribute to the effectiveness of the team by reflecting on own and team activities and making suggestions on ways to improve and enhance the team's performance.
- Work effectively with individuals in other agencies to meet patients' needs.
- Effectively manage own time, workload, and resources.

Communication:

The post-holder should recognize the importance of effective communication within the team and will strive to:

- Communicate effectively with other team members.
- Communicate effectively with patients and carers.
- Recognize people's needs for alternative methods of communication and respond accordingly.

Competence

You are responsible for limiting your actions to those, which you feel competent to undertake. If you have any doubts about your competence during the course of your duties, you should immediately speak to the Lead Clinician in the first instance.

Registration

Maintain registration with NMC/ Medical Indemnity provided by the Practice.

Supervision

Where the appropriate professional organisation details a requirement in relation to supervision, it is the responsibility of the post holder to ensure compliance with this requirement. If you are in any doubt about the existence of such a requirement, in the first instance advice should be sought from the Lead Clinician.

Risk Management

It is a standard element of the role and responsibility of all staff that they fulfil a proactive role towards the management of risk in all their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

Records Management

As an employee of the Organisation, you are legally responsible for all records that you gather, create or use as part of your work within the Organisation (including patient health, financial, personal and administrative), whether paper based or on computer. All such records are considered public records, and you have a legal duty of confidence to service users (even after an employee has left the Organisation). You should consult the Practice Manager if you have any doubt as to the correct management of records with which you work.

Health and Safety Requirements

All employees have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with management to enable the practice to meet its own legal duties and to report any hazardous situations or defective equipment.

Confidentiality

All employees of the Organisation are required to maintain the confidentiality of members of the public and members of staff in accordance with the Practice policies.

Flexibility Statement

The content of this Job Description represents an outline of the post only and is therefore not a precise catalogue of duties and responsibilities. The Job Description is therefore intended to be flexible and is subject to review and amendment in the light of changing circumstances, following consultation.

Person Specification

Criteria	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> • Knowledge of needs of patients with long-term conditions • Knowledge of health promotion strategies • Aware of accountability of own role and other roles in a nurse-led service • Awareness of clinical governance issues in primary care • Knowledge of patient group directions and associated policy. 	<ul style="list-style-type: none"> • Knowledge of public health issues in the local area • Awareness of local and national health policy • Awareness of issues within the wider health economy
Skills	<ul style="list-style-type: none"> • Clinical skills –immunisation and vaccination, ear care, wound management Respiratory management • Change-management skills and ability to support patients to change lifestyle. • Communication skills, both written and verbal • Negotiation and conflict management skills • IT skills 	<ul style="list-style-type: none"> • Diabetic management • Cervical smears

Experience	<ul style="list-style-type: none"> • Minimum 2 years post-registration experience • Management of long-term conditions • Involvement in implementing and using protocols and clinical guidelines. • Experience of audit. 	<ul style="list-style-type: none"> • Participation in quality initiatives such as clinical benchmarking
Qualifications	<ul style="list-style-type: none"> • Registered first level nurse. • Clinical supervision training and experience 	<ul style="list-style-type: none"> • Relevant nursing/health degree • Mentor/teaching qualification
Other	<ul style="list-style-type: none"> • Self-directed practitioner • Highly motivated • Flexibility • Enthusiasm • Team player • Ability to work across boundaries 	

Task:	Current skill	Historical Skill (please provide date last used)
Cervical Smears		
Coil Removal		
Dressings		
Baby Immunisations		
Travel Immunisations		
Hormone injections		
Vitamin B12 injections		
Shingles vaccinations		
Pneumonia vaccinations		
Flu vaccinations		
Blood tests		
Comprehensive Health Assessment – including- history taking, clinical examination and nursing diagnosis		
Patient Group Directives		
Patient Specific Directives		
Sexual Health/ Contraception/ Cervical Screening		
Wound Management		

Health Promotion / Smoking Cessation		
Falls		
Learning Disability Annual Reviews		

About Us

North Watford PCN is made up of three GP Practices, Vine House, Abbotswood and Sheepcot Medical Centre. We are committed to equal opportunities and welcome applications from all backgrounds and the role would be subject to references and a DBS check.