**ADVANCED PRACTITIONER**

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| **JOB DESCRIPTION** |
| **Job Title:** Advanced Practitioner (and Independent Prescriber)**Job Type/Location:** Permanent / Stevenage**Hours:** Mon-Fri 9-5 (37.5 hours), may include some evenings and weekends **Salary:** £50,000-£60,000 p/a**Role** **Type:** ClinicalAnnual Leave: 5 Weeks (plus bank holidays)**Reporting to**: Clinical Director and Operations Lead**Organisation Summary:**Thank you for your interest in applying for a role with Stevenage Healthcare Ltd (SHL) and Stevenage South Primary Care Network (SSPCN). Since the NHS was created in 1948, the population has grown, and people are living longer. Many people are living with long term conditions such as diabetes and heart disease or suffer with mental health issues and may need to access their local health services more often. To meet these needs, GP practices are working together with community, mental health, social care, pharmacy, hospital, and voluntary services in their local areas in groups of practices known as primary care networks (PCNs).SSPCN is made up of local practices who are commissioned to work together to provide a range of healthcare services to a population of 60,000 patients across Stevenage. The core network practices include Bedwell Medical Centre, King George and Manor House Surgery, Knebworth & Marymead Medical Practice and Shephall Health Centre, however other practices may join the PCN in the future. The PCN is governed by a PCN board, with representatives from each practice, who provide oversight of the service and approval for strategy and future PCN plans and objectives. SSPCN have a fantastic work ethic and strongly believe in supportive teamwork.Stevenage Healthcare Ltd has been tasked with providing delivery and support for Stevenage South Primary Care Network. The company will in directly employ staff to provide development and delivery of SSPCN contracts and areas of work, as well as explore wider healthcare opportunities to support local people and provide positive health outcomes for our population. This role will in future be transferred to SHL.**Purpose of the role:**This role is an autonomous clinical delivery role, applicants should be an advanced practitioner and independent prescriber. The post holder will demonstrate courageous and critical thinking and is a caring, compassionate and committed experienced practitioner who, acting within their professional boundaries, will provide care for the presenting patient from initial history taking, clinical assessment, diagnosis, treatment and evaluation of care. They will demonstrate safe, competent clinical decision-making and expert care, including assessment and diagnostic skills, for patients within the general practice. The post holder will commit to demonstrating critical thinking in the safe clinical decision-making process. This is a leadership role which will take responsibility for driving standards and quality and will be responsible for communicating and working collaboratively with the PCN and general practice teams to meet the needs of patients and practices, supporting the creation of policy and procedures, and providing clinical leadership and oversight.**Key Responsibilities:****Delivery:*** The role will provide autonomous clinical working in a range of settings including (but not limited to) practice based, care homes, minor illness hubs, vaccination centres and patients homes.

**Clinical:*** Assess, diagnose, plan, implement and evaluate treatment/interventions and care for patients presenting with an undifferentiated diagnosis
* Clinically examine and assess patient needs from a physiological and psychological perspective, and plan clinical care accordingly
* Assess, diagnosis, plan, implement and evaluate interventions/treatments for patients with complex needs
* Proactively identify, diagnose, and manage treatment plans for patients at risk of developing a long-term condition (as appropriate)
* Diagnose and manage both acute and chronic conditions, integrating both drug- and non-drug-based treatment methods into a management plan
* Prescribe and review medication for therapeutic effectiveness, appropriate to patient needs and in accordance with evidence-based practice and national and practice protocols, and within scope of practice
* Work with patients in order to support compliance with and adherence to prescribed treatments
* Provide information and advice on prescribed or over-the-counter medication on medication regimens, side-effects, and interactions
* Prioritise health problems and intervene appropriately to assist the patient in complex, urgent or emergency situations, including initiation of effective emergency care
* Support patients to adopt health promotion strategies that promote healthy lifestyles, and apply principles of self-care
* Support and manage health needs of women presenting for family planning, cervical cytology or sexual health consultation
* Assess, identify, and refer patients presenting with mental health needs in accordance with the NSF for Mental Health
* Implement and participate in vaccination and immunisation programmes for both adults and children
* Advise, support, and administer vaccinations for patients travelling abroad, where appropriate
* Promote and deliver evidence-based care for patients presenting with aural conditions
* Meet the needs of patients presenting for opportunistic wound care
* Undertake minor surgery as appropriate to competence

**Leadership & Quality:*** Act in a clinical leadership role for relevant PCN clinical services including the delivery of clinical pharmacy, ensuring that the needs of the patient are a priority
* Take responsibility for own learning and performance including participating in clinical supervision and acting as a positive role model
* Support staff development in order to maximise potential
* Work with the PCN and practice management to ensure sufficient staff of appropriate ability, quality and skill-mix are available to meet current and future service delivery, that selection and recruitment processes are effective and that equality of treatment of the team incorporates quality HR principles and processes
* Lead on the development of local guidelines, protocols and standards as appropriate to scope of the role and competencies
* Recognise and work within own competence and professional code of conduct as regulated by the appropriate professional body(ies)
* Produce accurate, contemporaneous, and complete records of patient consultation, consistent with legislation, policies, and procedures
* Deliver care according to NSF, NICE guidelines, and evidence-based care
* Assess effectiveness of care delivery through self and peer review, benchmarking, and formal evaluation
* Evaluate patients’ response to health care provision and the effectiveness of care
* Support and participate in shared learning across the practice and wider organisation
* Use a structured framework (e.g. root-cause analysis) to manage, review and identify learning from patient complaints, clinical incidents, and near-miss events
* Working with the practice management monitor and develop the performance of the GPN team in accordance with local policies

**Collaborative Working Relationships:*** Works within the primary care team, contributing to leadership of service evaluation and research to promote quality improvement activity.
* Collaborate with other members of the MDT, patients and their carers when managing and coordinating care.
* Use healthcare technologies to optimise service delivery, patients’ access, and continuity of care

**Education, Learning and Development:**It is the responsibility of the employee to comply with all organisational and statutory requirements (e.g. health and safety, infection control, equality and diversity, confidentiality, safeguarding adults and children, information governance).* Engage in annual appraisal, developing objectives to inform a Personal Development Plan, which may include 360-degree appraisal and use of patient feedback.
* Complete all mandatory and statutory training required by the role.
* Take responsibility for personal development, learning and performance and maintain education through attendance on any courses and/or study days necessary to ensure that professional development requirements are met.
* Undertake additional training where necessary and participate in training programmes implemented by the PCN/practices as part of this employment.

**Quality**Under supervision and support of GP surgeries in the PCN, the post-holder will strive to maintain quality within the practices, and will:* Alert other team members to concerns about risk, quality, and safety
* Participate in investigation of incidents and events as required
* Effectively manages own time, workload, and resources
* Meet timescales/deadlines

**Equality and Diversity** Support the equality, diversity, and rights of patients, carers and colleagues, that includes:* Acting in a way that recognise the importance of people’s rights, interpreting them in a way that is consistent with practice procedures and policies, and legislation
* Respect the privacy, dignity, needs and beliefs of patients, carers and colleagues

**Flexibility** * This job description is not intended to be exhaustive. The post-holder will be expected to adopt a flexible attitude towards the duties outlined which may be subject to amendment at any time in consultation with the post-holder and in line with the needs of the organization.
* The post holder may be required to fulfil other duties, as agreed with the practice manager /line manager to meet the needs of the organisation. This will involve travel to other sites within the organisation.

**Other:*** Regularly undertake travel to a variety of sites across the PCN
* The post holder will be required to support events, meetings, or conferences; these may involve travel in and beyond the usual work base

**Miscellaneous:*** The post holder must always respect patient confidentiality and the confidentiality of electronically stored personal data in line with the requirements of the General Data Protection Regulation (GDPR)
* The post holder must always work in general accordance with the organisation’s policies and guidelines
* The post holder must always adhere to the organisation’s information governance policy, ensuring that there is no breach of confidentiality because of his/her actions

This job description and the above areas of responsibility are an indication of the role and could be subject to change as the impact of primary care network commissioning evolves. |

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| **PERSONAL SPECIFICATION** |
| In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

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|  | **CRITIERIA** | **Essential****✓** | **Desirable****✓** |
| **Qualifications** | • Registered with relevant professional body • MSc in Advanced Practice • GCSCs Grade A-C or Level 2 in Math’s and English. • ALS Life Support qualification • Relevant teaching qualification / evidenced experience• Independent non-medical prescribing• ACP experience of working within specialty.• HEI accreditation and have a digital badge. Its relatively new but I think this will be the way in the future. [Welcome - Advanced Practice (hee.nhs.uk)](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fadvanced-practice.hee.nhs.uk%2F&data=05%7C02%7Cmatthew.charles%40nhs.net%7Cab55dbfd9ac740ed1abd08dc4e5a4f6b%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638471396978239903%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=8cIhKLaktpjFqtvtG58VayH9xarIYVcE6T92rpN%2FhcY%3D&reserved=0) | **🗸****🗸****🗸****🗸****🗸****🗸** | **🗸****🗸** |

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|  | **CRITIERIA** | **Essential****✓** | **Desirable****✓** |
| **Knowledge** | • Significant post registration experience • Documented evidence of completion of generic advanced practice competencies and a defined range of specialty competencies. • Ability to motivate individuals and teams. • High standard of oral and written communication skills and confidence to discuss patient management with other members of the MDT. • High level of capability using outcome measures and audit. • Confidence and ability to accurately assess and manage complex patient presentations to a high professional standard. • Ability to critique own practice. • Ability to manage time and workload effectively and to work in a high-pressure environment. • Excellent liaison and negotiation skills. • Commitment to Staff Development and Training. • In-depth knowledge of issues and developments in profession-specific area of practice• Significant experience working within primary care teams | **🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸** | **🗸** |

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|  | **CRITIERIA** | **Essential****✓** | **Desirable****✓** |
| **Skills/ Abilities** | • Advanced practice competencies • Advanced diagnostic and clinical reasoning skills • Interpretating investigations • Proven leadership skills • Presentation skills • Ability to write reports and use IT • Research and audit skills • Self-motivated and able to work independently and autonomously both within the Trust and with partner organisations. • Interpretation of abnormal pathology skills or willing to undertake training. • An interest in developing further advanced clinical skills • Evidence of continued professional development • Excellent communication skillsskills | **🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸** | **🗸** |

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|  | **CRITIERIA** | **Essential****✓** | **Desirable****✓** |
| **Experience** | • Experience of working as a qualified ACP within Acute / Urgent Care or clinical specialty • Proven track record in Acute/Primary Care setting • Ability to work with and motivate nurses and wider medical staff • Evidence of managing complex patients in stressful and emotional situations where lifechanging events are being communicated and clinically managed. • Experience in managing and delivering sustained change • Direct supervision and appraisal of junior staff • Evidence of lead for or contribution to audit programs within practice • Evidence of continuous professional development and the practical application of new skills to the workplace• Cultural awareness• Significant post registration experience. • Significant experience working at band 7 or equivalent • Experience working within primary care. | **🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸** | **🗸****🗸****🗸** |

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|  | **CRITIERIA** | **Essential****✓** | **Desirable****✓** |
| **Personal Attributes** | • Good knowledge and understanding of Primary Care and Primary Care Networks• Knowledge of DES, IIF, QOF and Enhanced Services.• Effective communicator at all levels• Positive and self-motivated to achieving results• Ability to work on own initiative, organise own workload and comfortable with autonomy• Able to work to tight and often changing timescales• Team focused work ethic and flexible• Driving Licence and access to own vehicle• Capable of lateral and critical thinking • Committed to an open culture of learning and continuous improvement, based on best practice • Motivated and able to inspire others • Committed to team working, respecting and considering the skills of others, using a flexible and co-operative working style • Shows compassion and empathy | **🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸****🗸** |  |

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