



JOB DESCRIPTION

Post Title: St Luke's Community Team Nurse – (SLH Band E)

Responsible To: Lead for Community Services

Accountable To: Director of Care and Lead for Healthcare Partnerships

Overall Purpose of the Role

The community service provided by St Luke's aims to provide assessment, intervention and monitoring of patients with progressive and life threatening diseases enabling them to remain at home which includes patients in residential, nursing home and other long stay settings for as long as possible according to their preference.

The purpose of the **SLH Band E Community Nurse** is to deliver palliative and end of life care as part of St Luke's multidisciplinary community services providing nursing expertise in a rotational post delivering specialist skills in patient centred holistic assessment, symptom management, and effective clinical and advanced care planning. The role also has an element of participating in education and training both internally and externally to the organisation. The post holder will work under the direct clinical leadership of advanced practitioner level community nurses but will be responsible to the Lead for Community Services. The post holder will work to contribute to the community focused services delivered by St Luke's to combine national and local priorities for end of life care.

This will include achieving priorities that include reduction in the number of avoidable hospital admissions and facilitating choice regarding place of care.

This will require a responsive and flexible service with Nurse led assessment contributing to the wider Multi-professional service in an efficient, effective and joined up way to ensure person centred high quality care and a coordinated responsive St Luke's service.

The role has a clear competency framework and person specification outlining the required qualifications and requirements in practice which will be the measure of performance in the role as part of the St Luke's Performance Management Process.

Service Delivery

The St Luke's Community team provides 7 days per week service between the hours of 9.00 am – 5.00 pm. Our current working hours have been extended until 10.00pm which is under ongoing review.

Key Responsibilities

Clinical Practice and Leadership

- The post holder will be expected to operate in line with our organisation's values which are:
 - Compassionate
 - Dignified
 - Inspiring
 - Pioneering
- As a St Luke's Community Nurse, be able to fully explain their role and the role of St Luke's clearly to patients, carers and health care professionals providing clarity of role and identity.
- Wear an identifiable uniform provided by St Luke's when delivering clinical care in the community and St Luke's setting and promote a positive image.
- To deliver all nursing care and intervention contributing to high quality, compassionate care with the values outlined in the Vision for Nurses, Midwives and care Givers (DoH, 2013) – the 6 C's Care, Compassion, Competence, Communication, Courage and Commitment.
- To contribute under the direction of senior team members in the triaging of referrals to St Luke's services, developing and demonstrating consistency in decision making. This will include both external referrals and internal transfers of care through the referral meeting.
- Support discharge from the St Luke's In Patient Centre where patients require intensive follow up support for symptom management/on-going monitoring, as part of the wider multi-professional team.
- Support junior colleagues within the community nursing team across the St Luke's service, giving advice, support and feedback when needed and acting as a role model and developing clinical leadership.

- Provide mentorship, support and supervision to students on placement either on a daily visit or short term placement with the team.
- Understand disease trajectories and underlying physiology and pathology; investigatory procedures, treatment and side effects for cancers and long term conditions
- To undertake comprehensive holistic assessment and advise on treatment and management options for people with advanced and complex disease, in a variety of community settings, whilst ensuring dignity and respect are maintained at all times for people who use our service.
- Have in depth knowledge of symptoms, causes, effects and potential treatments based on current evidence
- Be skilled in specific clinical procedures deliverable in any setting to use when appropriate and within scope of professional practice i.e. Observations, basic management of lymphoedema, management of paracentesis
- To develop skill in the interpretation of common investigations used such as routine blood tests, scans etc. within scope of professional practice
- Provide psychological assessment and intervention as a level 2 practitioner working within own scope of professional competence, consulting with clinical psychology and identifying patients and carers requiring referral to clinical psychology.
- Have knowledge of the principles of good clinical presentation skills for communicating with primary care teams, MDTs and escalating concerns
- Understand the principles of informed and independent decision making in order to support patients and families, including implications of the MCA/DOLS.
- Undertake specific risk assessments and reporting to St Luke's Safeguarding Lead in line with underpinning policy.
- Participate in the development of community services aimed at widening choice and access for patients and families in a variety of community and outpatient settings.
- As part of the MDT, work with all professional colleagues to determine the most appropriate intervention and surveillance for patients and families referred to the service.
- Makes sound judgement and to provide high quality, safe and evidence based care which is individualised, flexible and responsive to the different needs and preferences of patients and families.

- To participate in planning care which will help people meet their goals at this important time in their life, supporting them to make informed choices wherever possible, about all aspects of their care.
- Advise on symptom management including medication in partnership with the patient and primary care team in accordance with local standards, formularies and scope of professional practice.
- Demonstrate collaborative and joint working through MDT management of complex patients and families as a key worker with tangible and robust outcomes
- Effectively communicate care plans to patients, families and health professionals managing expectations and setting clear aims and review mechanisms.
- Develop skills of judgment, discretion and decision making in clinical care.
- Develop excellent prioritising and time management skills to meet routine service delivery and when called for the unpredictable and on occasions conflicting needs of the service.
- To follow the regulations of the Nursing and Midwifery Council (NMC) professional code of conduct in clinical practice and to observe professional standards at all times, compiling with departmental policy and legislation, maintaining NMC registration at all times.

Management, Quality and Governance

- Demonstrate an awareness of current and emerging nursing issues and consider how to interpret them within scope of own nursing practice.
- Demonstrate political awareness of the issues affecting the development of palliative and end of life care both locally and nationally.
- Understand health care in the community and what other services have to offer patients and families.
- Develop knowledge of change management and how this may be used in the delivery of strategic drivers for the service and the organisation.
- Develop understanding of the concepts of clinical governance and quality assurance in specialist palliative care.

- Contribute to the responsible use of resources to enhance practice and patient care and gain insight into the departmental budgeting process.
- Be aware of the Key Performance Indicators for the community palliative care service and individual contribution to achieving them.
- Identify operational problems and challenges effectively and raise them in a responsible and professional manner with senior colleague or line manager.
- Assess risk and minimise threat to personal safety by adhering to the St Luke's Lone Worker Policy.
- Demonstrate professional behaviour and knowledge of St Luke's policy when dealing with compliments, comments and complaints from patients and families.
- Develop knowledge and commitment to the delivery of evidence based care and participate fully when requested in service evaluations, audit and research as directed by the organisation.
- Develop a demonstrable understanding of clinical governance and risk management and apply to work situations.
- Deputise on occasion for Advanced Practitioner in referral meetings, MDT meetings etc. and develop insight and skills in chairing meetings.
- Participate in the recruitment, selection and induction of staff as directed by the Lead for Community Services in order to efficiently utilise resources required to meet service objectives.
- Be aware of the local policies of partner organisations with regards to care practices, treatments and prescribing formularies.

Team Working and Communication

- To deliver the highest level of interpersonal and advanced communication skills with patients, carers and staff in order to provide and receive complex and sensitive information in emotive situations.
- Contribute to an effective team fostering values of mutual regard and respect and Shows respect for and appreciation of the work of others
- Builds trust with colleagues so that there can be a shared sense of pride in work

- Maintain professional behaviours and personal boundaries in the working environment and listens to other's ideas and their point of view even if it is different to theirs
- Contribute to the integration of volunteer roles within the community service providing direction and support in day to day working and participating in volunteer training.
- Develop skills to both give and receive positive and constructive feedback
- Write accurate notes and input computerised data, keeping all information up-to-date.
- Contribute to the development of appropriate documentation and inter team communication.
- Demonstrate advanced communication skills to ensure seamless transfer of information to care teams across health and social care sectors, both internally and externally.
- Influence the care provided by other members of primary and secondary care services to support the patient or their carers throughout the palliative phase.

Education and Training

- Keeps up to date with new thinking and developments in area of expertise and is aware of own continuing professional development needs and negotiates responsibly in order to meet these.
- Contribute to the development of the knowledge and skills of the St Luke's Community Nursing Team.
- Take responsibility for linking own development needs with the St Luke's performance management process.
- Be aware of professional responsibilities and comply with all appropriate policies, standards and guidelines.
- Act as a resource in relation to palliative care management for Primary Care, health and social care colleagues, GP's, hospital and care home staff.
- Contribute to training and education programmes as required both internally and externally under the supervision and guidance of senior colleagues.

- Adhere to standards of practice, ensuring the delivery of cost effective and evidence based care.
- Support the implementation and monitoring of clinical practice guidelines including standards, policies and protocols in line with national and local directives.
- Develop skills and competence in the role of mentor for junior colleagues and student nurses.
- Participate in reflective reviews of palliative care and develop skills as a reflective practitioner.
- Participate in team development activities and training within St Luke's and wider team

General

All St Luke's employees are required to:

- Abide by the Health & Safety at Work Act.
- Attend mandatory training annually.
- Respect confidentiality applying to all St Luke's areas.
- Work within St Luke's policies and procedures.
- Comply with the St Luke's no smoking policy.
- Participate in and contribute to team meetings.
- Co-operate and liaise with departmental colleagues.

All St Luke's employees are expected to:

- Demonstrate a commitment to their own development, to take advantage of education and training opportunities and develop their own competence.
- Support and encourage harmonious internal and external working relationships.
- Make a positive contribution to fundraising and raising the profile of St Luke's.

Our Values

The Board and Executive agreed St Luke's organisational values in 2015 ensuring they reflect our culture and what we want to achieve together. We have four simple values which set out how we work together to achieve success at St Luke's. No matter what area of St Luke's we work in and no matter who we work for, we are committed to the following ways of working:

- Compassionate
- Dignified
- Inspired
- Pioneering

Values are really important throughout every team here at St Luke's, we are all responsible for ensuring our values are displayed and to ensure they form a core part of everything that we do at St Luke's. They influence our behaviours, our language, the way we interact with each other as employees and also as human beings. In bringing our values to life, we have created a booklet entitled 'The Little Pink Book' which supports all of us at St Luke's in helping us to put our values into action through our behaviours every day.

We expect staff to familiarise themselves with our values and the expected behaviours, and to ask if they feel these conflict in any way with their roles. These values and behaviours will be used as a reference in our day-to-day working lives, and how we respect St Luke's and those associated with it.

This Job Description is not exhaustive. It will be subject to periodic review and may be amended following discussion between the post-holder and employer.

Date agreed: March 2019
Review date: June 2020