

## Job Description

**JOB TITLE:** *National Rehabilitation centre Advanced Clinical Practitioner*

**DIVISION:** Surgery Division

**GRADE:** 8a

**REPORTS TO:** NRC AHP Consultant

**ACCOUNTABLE TO:** NRC Medical Lead

### VALUES AND BEHAVIOURS



### ABOUT NUH

Every day, our teams at Nottingham University Hospitals NHS Trust (NUH) make a difference. We save lives, we improve lives and we usher in new life. We are proud to play a central role in supporting the health and wellbeing of people in Nottingham, Nottinghamshire and our surrounding communities.

With more than 18,000 colleagues, we are the largest employer in Nottinghamshire and one of the biggest and busiest NHS Trusts in the country, serving more than 2.5m residents of Nottingham and Nottinghamshire and a further four million people across the East Midlands and beyond.

We provide a range of national and internationally renowned specialist services and we are at the forefront of new surgical procedures and research programmes.

We are home to the East Midlands Major Trauma Centre, the Nottingham Children's Hospital and in partnership with the University of Nottingham we host a Biomedical Research Centre carrying out vital research into hearing, digestive diseases, respiratory, musculoskeletal disease, mental health and imaging.

As a teaching hospital, we are instrumental in the education and training of doctors, nurses and other healthcare professionals. We are proud of our strong relationships with universities across the East Midlands, including the University of Nottingham, Nottingham Trent University and Loughborough University.

The last year has been challenging for our teams. Alongside our continued recovery from Covid, our maternity services are subject to an independent review and we must do more to improve our culture. We are more focused than ever on making sustained improvements across our services.

As one of the NHS Trusts identified in the New Hospital Programme, a government programme of investment in NHS hospitals, we have extensive plans to improve our hospitals and the services we deliver for patients. NUH is leading the programme to deliver the National Rehabilitation Centre (NRC) and as such, NUH is the official NHS sponsor and is responsible for the programme of work. It is the 'National' element of the overall Defence and National Rehabilitation Centre (DNRC) Programme.

We have recently become home to the latest series of Channel 4's award-winning series 24 Hours in A&E, which takes a look inside one of the country's busiest emergency department at QMC and showcases the dedication, passion and skill of our teams.

This is an exciting time to join NUH and help support our future ambitions.

## **JOB SUMMARY**

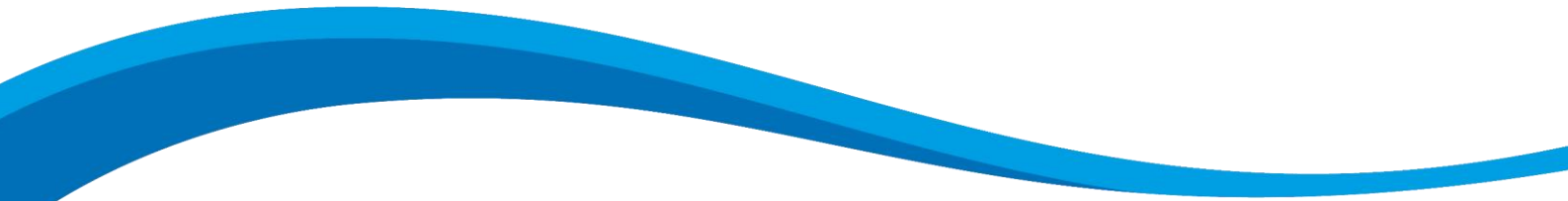
The post holder will be based at Nottingham University Hospital NHS Trust until the National Rehabilitation Centre (NRC) opens in 2025. This post will be based across various departments to gain experience and any training needed including Linden Lodge Rehabilitation unit, the East Midlands Major Trauma Centre, and acute neurosurgical, spinal and trauma departments. Linden Lodge is the Rehabilitation Unit within the Trust, based at City hospital. The unit has 25 beds and specialises in the assessment and rehabilitation of people with complex, physical (predominantly neurological) disabilities. The case mix also includes complex musculoskeletal/amputee patients admitted from the Major Trauma Centre.

The NRC programme is being led by NUH and is part of the National New Hospital Programme, transforming rehabilitation services for the future. This will be a ground-breaking 70 bed facility for NHS patients based alongside and closely connected to the Defence Medical Rehabilitation Centre at Stanford Hall. The 'Defence' element is complete and has been treating patients since autumn 2018.

This is a very exciting time to become involved in Rehabilitation medicine in the East Midlands. Planning for the National Rehabilitation Centre (NRC) is in its advanced stages, and there is a wonderful opportunity for qualified ACPs to join our growing team to support, shape and drive service improvements. Our rehabilitation strategy includes our ambitions to deliver on the NRC project, whilst also sustaining and developing Rehabilitation medicine services delivered on the NUH site. We have approval in principle for a hyperacute rehabilitation unit, with the aim being to deliver early, goal-directed rehabilitation to patients transitioning from our regional Neurosurgery, Spinal and Major Trauma Centres. We need forward-thinking professionals who can move forwards with these plans, and shape the future of Rehabilitation medicine. This represents a unique opportunity for a new team to take Rehabilitation medicine at NUH in a new and exciting direction.

We want ambitious and dedicated professionals to join us on this journey. The NRC programme is a programme to redesign services, widen access for a variety of patients and, in conjunction with HEE, develop a core skills set around rehabilitation. We are recruiting 2 qualified ACPs to join our team of trainee ACPs and experienced medical staff to be part of the senior leadership team at the NRC.

The Advanced Clinical Practitioner (ACP) will use specialist knowledge and skills to provide healthcare autonomously to patients in their area. The ACP is accountable for independent clinical assessment, diagnosis and treatment of patients with undiagnosed and undifferentiated conditions. In addition to this, the ACP is also responsible for appropriately referring patients to relevant specialities for any necessary inpatient or outpatient investigations as well as facilitating safe patient discharge.



The post holder will be a 1<sup>st</sup> level registered nurse registered healthcare professional and hold an MSc in Advanced Clinical Practice or equivalent at MSc level. They will be an independent Non-Medical Prescriber registered with the NMC (or equivalent professional body). They will practice at an advanced level demonstrating in depth knowledge and competence in all aspects of rehabilitation medicine, encompassing advanced clinical assessment, critical thinking and clinical management skills that are evidence based and deliver high quality patient centred care.

ACPs will contribute to either the tier 1 (SHO-F2, ST1-3), the work pattern of each individual being determined by both their level of experience and competence. There will be opportunity as experience is gained to progress from tier 1 to tier 2.

The post holder will have a Trust-wide responsibility to promote clinical excellence in the care of patients presenting to their area by providing clinical advice and support to nursing staff and other health care professionals. They will provide expert professional and independent clinical care, which enables the coordination of a multi professional seamless service for patients.

The role will include developing audit and research projects, and participating in up-dating and implementing departmental policies, protocols and guidelines, in line with national guidance and contemporary evidence.

The ACP will have protected time to maintain and further develop their professional competence. They will have annual appraisal/PDR from medical and nursing/AHP supervisors. The ACP will also provide ongoing supervision and support, participating in the induction and training of nursing and medical staff. As a senior member of the team, the ACP will also play a pivotal role in the operational development of their specialty. They will initiate, manage and drive change within the department, innovating changes in practice for the benefit of patient care in line with current trust and local programmes. Approximately 20% of the post holder's time will be used for these purposes.

The ACP will undertake the role in accordance with Trust and Departmental guidelines but have freedom to act within broad policies and protocols, in accordance with professional responsibilities and boundaries.

## **KEY JOB RESPONSIBILITIES**

### **Clinical Practice**

- Uses highly developed clinical knowledge to independently assess, diagnose, plan, implement and evaluate treatments and interventions for patients presenting to the specialty with complex undifferentiated or undefined presentations.
- Undertakes physical examination as indicated by the patient's condition; autonomously analysing complex clinical signs and investigation results to consider differential diagnoses and diagnose conditions, initiating treatment as required.
- Performs clinical procedures appropriate to the history and physical examination of the patient, including further invasive testing and treatments requiring highly developed skills and precision, including (but not limited to) catheterisation, cannulation, peripheral arterial blood gas sampling.
- Requests investigations such as blood, urine and other laboratory tests, electrocardiographs (ECGs), ultrasound scans, X-Rays and computed tomography (CT) scans in accordance with IR(ME)R regulations and as local policy allows.
- Analyses multiple sources of data including patient history, physical examination and investigation findings when making diagnoses, clinical judgements and evaluating care provided; presenting this information, to speciality /senior medical staff for advice when scope of practice is exceeded.
- Autonomously formulates appropriate management plans for patients, formulates clinical decisions and often complex treatment plans to manage acute illness and acute episodes of chronic illness including referral, admission or discharge.
- Continuously reevaluates findings and clinical response to treatment and establishes an appropriate ongoing management plan accordingly.

- Prioritises health problems and intervenes appropriately in complex, urgent and emergency situations, including initiation and leadership of resuscitation.
- Manages clinical events involving patients, often requiring unpredictable and high levels of mental and/or physical effort according to the patient's dependency and clinical need.
- Provides clinical cover to the specialty wards according to patient and staffing needs.
- Prescribes and reviews medication (as an independent prescriber) for therapeutic effectiveness appropriate to patient need and in accordance with best/evidence based practice and national and local protocols and within the role's scope of practice and legal framework.
- Integrates both pharmacological and non-pharmacological treatment in patient care/management plans.
- Assesses patients with mental health needs using local policy and guidelines and refers to the appropriate services.
- Communicates effectively with patients, carers, colleagues and others using appropriate communication styles. Anticipates barriers to communication and ensures patients and significant others are kept fully informed and consent to treatment.
- Acts as a resource for staff, advising on local, national and Trust policy, procedures and guidelines ensuring patient safety and clinical governance.

## **Management**

- Works in partnership with the existing senior medical, nursing and AHP teams in driving departmental development and change.
- Manages conflicting views and liaises between groups where there may be conflict.
- Highlights and addresses areas of witnessed poor practice and manages the situation appropriately.
- Manages staff performance, training and supervision of trainee ACPs including annual appraisals.
- Supports staff development in order to maximise potential, encouraging everyone to learn from each other and from external good practice.
- Supports patients, carers and staff during difficult situations arising in the clinical area e.g. breaking bad news or following an unexpected event
- Produces accurate and complete documentation and patient records consistent with legislation, policies and procedures.
- Possesses excellent time management and personal organisation skills.
- Acts as a knowledge resource in how to initiate and manage the impact of change.
- Develops and contributes to local guidelines, interpreting and adapting national protocols and standards to enhance patient care and safety.
- Maintains awareness of budgetary constraints within the department, manages resources appropriately and encourages others to do likewise.
- Ensures appropriate representation and participation in departmental meetings as appropriate for role.
- Actively contributes and provides leadership with service development plans within the directorate.

## **Education and Research**

- Takes responsibility for their own learning and performance including the participation in clinical supervision and maintaining an awareness of relevant research evidence.

- Develops health promotion and education in conjunction with other health care professionals ensuring that all patient care within the multi-disciplinary team is based on research and best practice.
- Acts as a constant source of clinical and theoretical knowledge for all grades and disciplines of staff as well as patients and their significant others, providing support and clinical advice in specialist areas, based on evidenced based research.
- Possesses proficient typing, IT and computer skills. Uses audio/visual equipment to record and impart information and research.
- Prepares and delivers presentations and participates in workshops on a local, regional and national level, to ensure the communication of good practice.
- Works with the MDT to further develop appropriate clinical pathways and care approaches. Disseminates their own learning and good practice to other team members.
- Designs, coordinates and undertakes collaborative audit, research and development into the specialty and related practices.
- Plans, delivers and implements programmes of education and training for trainee ACP's, nurses, medical and other disciplines and continues to be involved in their ongoing support.
- Supports the Trust's research and development plans

### **Professional Responsibility**

- Recognises and works within own competence and professional code of conduct as regulated by the NMC or equivalent professional body.
- Ensures that their own practice is kept updated, using an acceptable model of clinical supervision.
- Takes every opportunity to expand individual practice in line with the principles contained within the Nursing and Midwifery Council's (NMC) document "The Code" (2015) (or equivalent professional body). Identifies personal career development pathway as part of formal appraisal system.
- Ensures that all elements contained within the NMC's document "The Code" (2015)/ or equivalent professional code are adhered to, in particular, those relating to professional accountability.
- Through supervision and mentorship identifies personal learning needs and participates in personal continuing education and other activities to promote their own personal growth.
- Develops clinical knowledge and professional skills through relevant training and study.
- Adheres to occupational health guidelines at all times.
- Ensures the ability to be able to work on their own initiative; independently and within a team.
- Maintains the ability to read and interpret extensive policy documentation; sometimes of a clinical nature requiring periods of intense concentration.

### **Communication**

- Communicates with enthusiasm and conviction; motivating, inspiring and encouraging.
- Utilises and demonstrates sensitive communication styles to ensure patients are fully informed and consent to treatment.



- Communicates effectively with patients and carers; sometimes recognising the need for alternative methods of communication to overcome different levels of understanding, cultural background and preferred ways of communicating.
- Anticipates potential barriers to communication.
- Communicates effectively; often about complex, sensitive and potentially distressing information with patients, family and/or carers.
- Creates a trusting partnership with patients and/or relatives/carers in order to communicate and explain complex medical issues (including new diagnoses) and agree a management /treatment plan.
- Ensures awareness of sources of support and guidance such as PALS and provide information in an acceptable format to all patients recognising and referring any difficulties and referring where appropriate
- Communicates clearly and effectively with colleagues; often receiving or giving complicated plans or information of a sensitive nature.
- Maintains the responsibility for the delivery of a detailed, accurate and potentially complex clinical handover to colleagues in other specialities and primary care e.g. General Practitioner's. Produces detailed and accurate written information within the medical notes regarding all clinical assessments, investigations completed and requested and treatments administered
- Maintains confidentiality as required by professional, local and national policy. Acknowledges situations where there can be a breach of confidentiality.
- Recognises and defuses potentially aggressive and violent individuals/situations in line with local policy and legal frameworks.

## **GENERAL DUTIES**

In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

### **Infection Control**

To maintain a clean, safe environment, ensuring adherence to the Trust's standards of cleanliness, hygiene and infection control.

### ***For senior/clinical managers the following statement must also be included***

*The post holder is accountable for minimising the risks of infections and for the implementation of the Code of Practice for the Prevention and Control of Healthcare Associated Infections as outlined in the Health Act 2006. This includes receiving assurance of risk and embedding evidence based practice into daily routines of all staff.*

### **Safeguarding children, young people and vulnerable adults**

Nottingham University Hospitals is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff and volunteers are therefore expected to behave in such a way that supports this commitment.

### **Information Governance**

All staff have an individual responsibility for creating accurate records of their work and for making entries into and managing all NHS records effectively in line with the Health Record Keeping Policy and other Health Records and Corporate Records Management policies and procedures in order to meet the Trust's legal, regulatory and accountability requirements.

### **Health and Safety**

To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.

To co-operate fully in discharging the Trust policies and procedures with regard to health and safety matters.

To immediately report to their manager any shortcomings in health and safety procedures and practice.

To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident/incident form.

To use protective clothing and equipment where provided.

Whilst the aim of the Trust is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a wilful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

### **Governance**

To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

### **Health and Wellbeing**

Employees are expected to take all reasonable steps to look after both their physical health and mental health. To support employees to achieve this NUH offers a wide range of health and wellbeing activities and interventions. The full programme can be viewed at on the staff intranet.

Line managers are expected to encourage and support staff to look after their health and wellbeing, including the release of staff to attend health and wellbeing activities and interventions.

### **General Policies Procedures and Practices**

To comply with all Trust policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

### **WORKING CONDITIONS**

The post holder will be working clinically within ward/unit environments where they will be exposed to potential and actual infectious diseases. The individual will be expected to assist in manual handling of patients, according to the Trust policy, and will be working in busy environments requiring long periods of mental and physical work.

### **JOB REVISION**

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

### **Service Review**

A strategic review of all Trust services is taking place, as a result of which some services, or parts of some services, may transfer from one campus to the other. This will be decided in accordance with the most appropriate way to provide the best healthcare for patients in the future and all staff will be fully consulted on about the impact of any such decisions.

**Job description reviewed by:**

**Date:**

