

Excellent care for all
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Professional
Compassionate
Respectful
Safe



Croydon Health Services
NHS Trust

Candidate Information Pack

Including Job Description & Person Specification



Croydon Health Services provides integrated NHS services to care for people at home, in schools, and health clinics across the borough as well as at Croydon University Hospital and Purley War Memorial Hospital.

CUH provides more than 100 specialist services and is home to the borough's only Emergency Department and 24/7 maternity services, including a labour ward, midwifery-led birth centre and the Crocus home birthing team.

Purley War Memorial Hospital (PWMH) in the south of the borough offers outpatient care, including diagnostic services, physiotherapy and ophthalmology services run by Moorfields Eye Hospital, alongside an onsite GP surgery.

Our experienced district nursing teams, Allied Health Professionals and community matrons look after for people of all ages across Croydon and our Children's Hospital at Home cares for children with long-term conditions without them having to come to hospital.

We are a very close-knit and friendly organisation where every one of our 3600 members of staff is valued. We strongly believe that our employees are our greatest asset.

Join us and be a part of the team that is making Croydon proud.



Our values

We will always be **professional**, **compassionate**, **respectful** and **safe**.

Professional

- Set ourselves very high standards and share best practice
- Keep our uniforms smart, and be professional and consistent in our approach
- Work in partnership to best support our community's needs
- Use resources wisely without compromising quality or safety

Compassionate

- Treat everyone as we would want to be treated ourselves
- Demonstrate kindness, dignity, empathy and compassion
- Make time for the people we are caring for, to understand their needs and wants
- Organise our services to give people the best possible experience of care

Respectful

- Be courteous and welcoming, and introduce ourselves
- Value the diversity and needs of everyone
- Always involve people in decisions about their care, listening to and respecting their wishes
- Appreciate the contribution that staff from all backgrounds bring to our services

Safe



- Be open and honest in everything we do, sharing what we do well and admitting our mistakes, to constantly improve our care
- Protect the confidentiality of those in our care and show sensitivity to people around us
- Feel free to raise concerns so we are always learning
- Make time for training and development and support research so people always receive the highest standards of care.

JOB DESCRIPTION

JOB TITLE	Tissue Viability Nurse
DIRECTORATE	ICORS
DEPARTMENT	Croydon Tissue Viability Service
BAND	6
RESPONSIBLE TO	Cluster Matron
ACCOUNTABLE TO	Head of community nursing
RESPONSIBLE FOR	Reporting to the head of nursing

JOB SUMMARY

To promote expert, individualised patient centred clinical care for clients with Tissue Viability needs including vascular needs, compromised skin integrity and pressure ulcers by using evidence based practice for the population of Croydon Health Services (CHS). The Tissue Viability Nurse will assess and plan care for patients referred to the service and work in conjunction with the tissue viability team. The role will include the provision of care and supervision of the delivery of this care by clinical staff. The post holder will offer education and support to patients, carers and other health care professionals.

The Tissue Viability Nurse will work closely with other health care professionals to promote a high standard of care in the prevention and management of pressure ulcers ensuring the



pressure ulcer policy & pathway are followed. The role will include responsibility for the wound care of the inpatient and community population, and those attending the Wound Clinic.

MAIN DUTIES AND RESPONSIBILITIES

Clinical Practice

To work as a member of tissue viability service in providing an effective service to all clients referred to the service, responding to the changing needs of patients and the team.

1. To competently and accurately assess, diagnose and commence appropriate treatment options for patients at risk of pressure ulceration and for those with existing with pressure ulcers, demonstrating sound analytical and decision making skills.
2. To refer to, liaise and work in collaboration with other professionals within tissue viability service, and with other relevant colleagues in both primary and secondary care settings to ensure that the needs of clients referred to the service are appropriately met.
3. To provide up to date specialist evidence-based care, knowledge, advice and education for patients at risk of or with pressure ulcers, as well as support all health professionals within agreed CHS policies and guidelines.
4. To be responsible on a day to day basis for prioritising, assessing, planning, implementing and evaluating the nursing needs and interventions of clients at risk of pressure ulceration or wounds, and for those with existing wounds.
5. To act as an advocate for individuals, their families/carers and other groups to influence their use of the service. To use information available and to ensure their wound care needs are met, promoting concordance and independence where possible.
6. To support nurses in all aspects of wound care in a variety of settings.
7. To participate in the delivery of a robust educational programme to all relevant clinical staff thereby supporting safe and effective clinical practice across CHS.
8. To participate in clinical trials of dressings, pressure relieving and other relevant equipment on behalf of CHS making recommendations and reporting on the clinical effectiveness of said equipment pre – procurement.
9. To participate in clinical audit, screening programmes, safety thermometer, point prevalence and research as necessary to support benchmarking and the teams' local and national



Clinical Governance agenda. This to include the monitoring of the completion PUP, care plans and any wound care related documentation ensuring remedial action where necessary.

- 10 To work as a key contact with extended stakeholders and uphold internal processes. To participate in pressure ulcer Datix reports and responses, safeguarding and vulnerable adult interventions, root cause analysis and any other required wound related processes.
11. To actively encourage and facilitate patient choice by promoting informed decision making. To guide the same with the creation of patient information leaflets and undertaking promotional events within the Trust. EG Stop Pressure Ulcer Day
12. To participate in the creation of all Policies and Guidelines that is relevant to the role of the Tissue Viability service.
13. To attend and actively take part in the Vascular Multidisciplinary team, Pressure Ulcer Task Force, Safeguarding, Procurement and other meetings that is relevant to the role of the tissue viability service.

Communications

1. To maintain accurate and up to date manual and electronic records, by using CERNER and/or other means of data recording. To collect and record activity, monitoring data, care aims and other commissioning requirements, in accordance with Trust and NMC policies and guidelines.
2. Attend regular multidisciplinary/pressure ulcer/other team meetings to assist in maintaining effective communication networks both written and verbal informing senior staff of all matters outside role and competence.
3. To work collaboratively with all CHS clinical staff to influence and implement policy and changes in practice. This to include Matrons, ward managers, staff nurses, health care assistants, therapists, medical doctors, GPs etc.
4. To communicate and work in partnership with patients, colleagues and other statutory and voluntary agencies where appropriate, including Access Ability, receiving, interpreting and presenting complex and sensitive information.

Managerial

1. To effectively time manage and prioritise own and others workload and to supervise the practice of any bank staff, on a day to day basis, both directly and indirectly as appropriate, to ensure that initial and follow-up assessments are carried out.



2. To work with team members to ensure that the resources and skills of the team are used effectively and appropriately to meet the needs of clients, carers and the service, thereby helping to identify any gaps in service provision and work with the Matrons across the integrated trust.
3. To actively work with the team to maintain a robust database, to communicate patient activity, evaluate patient centred care, as well as any other relevant information required, to evaluate the effectiveness of role, and service delivery, through audit, and report on findings.
4. To undertake clinical referral analysis in order to target health needs and reduce inequalities in service provision.
5. To participate in Multi-disciplinary/agency Team meetings in both primary and secondary care settings.
6. To provide tissue viability cover when required, e.g. during periods of annual leave/sickness.
7. To manage own performance via appraisal, objectives and PDP's in order to achieve and contribute to personal, team and Trust objectives.
8. To actively contribute towards the operational and strategic development of the tissue viability service and service delivery.
9. To work in partnership with the tissue viability service to effectively manage change in order to implement organisational development and to achieve locally agreed strategies, objectives and activity targets.
10. To work in partnership with the tissue viability service to ensure that off duty rotas are planned appropriately so that the needs of the service can be met. e.g. during periods of annual leave or other staff absences. To liaise with team manager any resource implications related to this.
11. To be involved in the recruitment, selection and retention of new team members and participate in the induction of new members of staff.

Professional Development

1. To keep self and team updated on clinical and professional developments in line with PREP, research and evidence based practice.
2. To actively participate in planning and providing appropriate learning experiences for colleagues offering supervision and development of students in placement and any other members of the Health Care Team allocated to the team for clinical placements, acting as a



mentor and completing relevant documentation. This may include becoming an NVQ assessor or equivalent.

3. To maintain a high professional profile for all service stakeholders and be an effective member of the Primary Health Care Team.
4. To participate in the Trust's staff development, mandatory training, performance management, appraisal, review and clinical supervision schemes
5. To work closely with other team members to develop and deliver a robust educational programme to all relevant clinical staff in order to develop new skills to meet any change in service needs, thereby supporting safe and effective clinical practice across CHS
6. To participate in research and development programmes where appropriate.
7. To utilise research findings and evidence based practice to inform clinical decision making.
8. To act as a positive role model at all times in promoting the personal growth of self, peers and junior colleagues.
9. To take an active part in developing the nursing role within the tissue viability team and the CHS as a whole.
10. To be prepared to take on further specialist education as identified at appraisal.
11. To provide professional advice regarding nursing issues to other team members.

Service and Practice Development

1. To work closely with other team members to develop innovative practice and implement evidence based health care within the Health Care Team, promoting and improving the management of pressure ulcer prevention and care in Croydon Health Services NHS Trust.
2. To assist in promoting the role of the Tissue Viability Nurse-led Service, promoting the pressure ulcer role to other areas and service users, both in formal and informal situations, continually seeking to improve service delivery and implement change.
3. To work collaboratively with other team members to ensure that any managerial, professional practice and service developments are implemented effectively within the tissue viability team, thereby supporting the needs of the population of Croydon.
4. To work with other team members for a specified area of clinical practice relevant to the service; this may include linking with specialist nurses to develop practice where appropriate, and/or co-ordinating referrals to the service for a specific client group, e.g. tissue viability/vascular outpatients, sharing knowledge and skills gained with colleagues.



5. To actively participate in the implementation of audits, including the development of data collection and the presentation of results, of research and evidence based practice within CHS.
6. To understand the implications of ongoing changes within the NHS, CHS and how this affects service provision and Clinical Commissioning Groups.
7. To actively participate in the team's clinical governance programme, be aware of and minimise clinical risk within the Team and actions arising from clinical decision making.

GENERAL

1. To work in accordance with the Trust's here for you standards to consistently demonstrate the behaviours required to fulfil the promises we have made to the people of Croydon. These promises, developed with our patients, carers and staff help us deliver the pledges in the NHS Constitution and our own corporate objectives.

The post holder is required to carry out his/her role in accordance with the organisation "here for you" promises, standards and behaviours, ensuring that colleagues and the people we serve feel **cared for**, feel **in safe hands**, feel **confident** in their treatment, feel we **value their time**, and feel that our service continues to **improve** all the time

2. To ensure that Croydon Healthcare Services Trust's policies and procedures are adhered to.
3. To have responsibility for the Health, Safety and Welfare of self and others and to comply at all times with the requirements of the Health and Safety Regulations and the Trust's Health and Safety policies and procedures.
4. To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
5. To work in accordance with the Trust's policies to eliminate unlawful discrimination and promote equality and diversity in the workplace. To positively promote at all times equality of opportunity in service delivery and employment in accordance with Trust policies, regardless of age, disability, race, nationality, ethnic or national origin, gender, religion, belief, sexual orientation or domestic circumstances.
6. To adhere to the Trust Infection Control Policy, procedures and guidelines, and in particular practice strict hand hygiene at all times while carrying out clinical duties, in line with the responsibilities placed on employees by the Health Act 2006: Code of Practice for the prevention and control of healthcare associated infections (HCAIs). The prevention and control of HCAIs must be embedded into everyday clinical practice and applied consistently.
7. All clinical staff holds responsibility for ensuring they have sound knowledge of standard infection control precautions and that no omission on their part or within the sphere of their responsibility is detrimental to the interests or safety of their patients, visitors and colleagues. Clinical staff must keep their infection control knowledge and skills up to date by attending the



Trust's mandatory infection control training, a record of which will be kept and information provided to line managers as required.

8. To comply with the Trust's Safe Guarding Children and Vulnerable Adults policies, procedures and protocols. All individual members of staff (paid or unpaid) have a duty to safeguard and promote the welfare of children, young people and vulnerable adults This will require you to:

- Ensure you are familiar with and comply with the London Child Protection Procedures and protocols for promoting and safeguarding the welfare of children and young people.
- Ensure you are familiar and comply with the Croydon Multi Agency Safeguarding Vulnerable Adults Pan London Procedures.
- Ensure you are familiar and comply with local protocols and systems for information sharing.
- Know the appropriate contact numbers and required reporting lines.
- Participate in required training and supervision.
- Comply with required professional boundaries and codes of conduct

NOTE:

- A child is someone under the age of 18 (this would include unborn children).
- A vulnerable adult is 'someone who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation' (this includes carers).

Copies of the Protocols and Procedures are available on the Trust Intranet under Child Protection. Staff are advised on how to access the appropriate contact numbers and the Protocols and Procedures when attending Safeguarding training. Updates and revisions are notified to all staff via 'What's New'.

9. To work within the NMC Code of Professional Conduct and Scope of Professional Practice.

10. Budget Holders are responsible for adherence to Standing Financial Instructions

11. Managers are responsible for adherence of maintaining expenditure within budget and addressing deviations from budget

12. To undertake such other duties as may be reasonably required from time to time as are consistent with the responsibilities of the post.

This job description is not an exhaustive document, but is a reflection of the current position. The job holder may from time to time be asked to undertake other reasonable duties. Any change will be made in discussion with the job holder in light of service needs.

Job Description Agreement



You are the difference –Staff Pledges

All staff are expected to demonstrate a considerate and respectful attitude.

I will always introduce myself to patients and other staff “Hello my name is”

If I see that someone looks like they need help, assistance or they look lost – I will always – Can I help you?

If I can't help you I will always ensure that I refer you to someone who can

If I see behaviour that is inappropriate I will feel empowered and supported to always challenge it

This job description is not an exhaustive document, but is a reflection of the current position. The job holder may from time to time be asked to undertake other reasonable duties. Any change will be made in discussion with the job holder in light of service needs.

Job Description Agreement

This job description can be updated annually as part of the personal development plan.

This job description has been updated and agreed by:

Current post holder :

Date:

Line Manager:

Date



PERSON SPECIFICATION

JOB TITLE: Tissue Viability Nurse

BAND: 6

DEPARTMENT: Croydon Tissue viability Services

HEADINGS	ESSENTIAL	DESIRABLE	HOW TESTED
EDUCATION AND QUALIFICATIONS	<p>Registered General Nurse parts 1 or 12 of register</p> <p>Experience of working in a similar specialist environment</p> <p>Current NMC registration</p> <p>ENB 998 / Mentorship or equivalent, or willingness to undertake</p> <p>Evidence of study at diploma or degree level, preferably in the field of wound care</p> <p>(Documentary evidence of qualifications and confirmation of professional registration must be provided prior to appointment, preferably at time of interview. Photocopies NOT acceptable)</p>	<p>Nurse Prescriber (or desire to undertake course)</p> <p>Management of sickness/absence, recruitment, retention and performance management training (or willingness to undertake)</p>	<p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A, I</p>



KNOWLEDGE AND UNDERSTANDING	Ability to demonstrate :	Awareness of needs of clients, carers and knowledge of relevant statutory and voluntary services	A, I, P
	Understanding of current issues, policies and frameworks affecting health care practice in Primary and Secondary Care		
	Knowledge and understanding of principles and benefits of reflective practice	Awareness of commissioning of provider services	A, I
	Understanding of the principles of Clinical Governance, and ability to work with others to influence best practice and continuous improvement	Knowledge of management strategies and leadership styles	A, I, P
	Evidence of continuing professional development	Ability to understand key elements of change management in relation to changing clinical practice.	A, I
	Understanding of professional and personal accountability and responsibilities in line with NMC Code of Professional Conduct and Scope of Professional Practice	Awareness of business planning	I, P
	Depth knowledge of tissue viability and associated vascular disorders		I, P
	Knowledge in the use of pressure relieving equipment	Awareness of budget planning	I
	Knowledge of principles of audit and research		I, P
	Understanding of the importance of confidentiality and accurate documentation / privacy and dignity / equal opportunities		I
	Awareness of adult protection issues		I
	Demonstrates a sound awareness of the complex issues involved when working across organisation and disciplines.		

HEADINGS	ESSENTIAL	DESIRABLE	HOW TESTED
EXPERIENCE	<p>Community experience at Band 6 level or equivalent</p> <p>Experience of caring for patients with complex tissue viability needs</p> <p>Leg ulcer management course or similar (minimum 3 day accredited course)</p> <p>Experience of effective caseload management</p> <p>Experience in line management, and supervising junior staff</p> <p>Effective team leadership and change management experience</p> <p>Experience in facilitating professional development of other staff and ability to motivate others</p> <p>Experience of developing clinical guidelines, policies and integrated care plans</p> <p>Experience in designing and delivering teaching packages</p> <p>Experience in collection, collation and analysis of data for clinical audit and research</p>	<p>Experience of caring for patients with complex vascular needs.</p> <p>Experience working at Band 7</p> <p>To have had a key role in the setting up, leading or managing a clinic service</p>	<p>A1</p> <p>, AI</p> <p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A, I, P</p> <p>A, I, P</p> <p>A,I,P</p>
HEADINGS	ESSENTIAL	DESIRABLE	HOW TESTED

SKILLS/ABILITIES	<p>Ability to work autonomously within own level of knowledge, skills and competency</p> <p>Ability to demonstrate sound clinical judgement and decision making, supported by theoretical knowledge</p> <p>Ability to deliver evidence based care that is responsive to the needs of patients and carers</p> <p>Ability to work in partnership with patients/carers and other allied professionals</p> <p>Demonstrate excellent interpersonal skills and an ability to work effectively with colleagues and others</p> <p>Ability to work under pressure, manage workload and meet deadlines</p> <p>Ability to influence healthcare colleagues in Tissue Viability developments</p> <p>Be IT literate to a good standard and willingness to develop IT skills for audit and data collection and to find and appraise evidence</p> <p>Ability to demonstrate sound teaching and presentation skills with use of PowerPoint presentations tailored to a variety of audiences</p> <p>Demonstrate excellent verbal and written communication</p> <p>Ability to manage time effectively, and to prioritise workload, negotiating with</p>	<p>Working knowledge of a range of databases and systems</p> <p>ECDL</p>	<p>AP/I</p>
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	<p>colleagues where appropriate.</p> <p>Ability to challenge and innovate practice both clinically and strategically in the delivery of wound care</p> <p>Ability to evidence and perform highly developed skills in all aspects of wound care i.e. assessing, planning, implementing and evaluating which must include:</p> <ul style="list-style-type: none"> • Ability to perform Hand held Doppler ultrasound &/or be willing to be trained in skill. • To be able to interpret results to inform and aid diagnostic decision making • Sound knowledge/skill base in the prevention & management of pressure ulceration. • Same knowledge in the appropriate procurement and use of pressure relieving equipment. <p>Be approachable and gain the confidence of all skill levels to facilitate and stimulate learning</p>		
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Other			
	<p>Demonstrate an ability to work effectively as part of a team</p> <p>Clearly spoken and written English, with legible hand writing</p> <p>To demonstrate a willingness and commitment to learn new skills to support innovation and service delivery within the tissue viability team</p> <p>Ability to work flexibly, including unsocial hours, in order to meet changing work patterns and service needs</p> <p>Be required to cover for Specialist Nurses in their absence in relation to pressure ulcer prevention & management</p> <p>Willing and able to adapt positively to changes in working practices</p> <p>Be a car driver, current UK licence, have access to car for work purposes and be willing and able to travel borough-wide</p> <p>Be physically fit, have a good attendance record and be able to move and handle equipment (occasional)</p>		<p>A, I</p> <p>A, I, P,</p> <p>A, I, P,</p> <p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A, I & O. Health Screening</p>

A= Application

T= Test

I=Interview

