

Job Description

Title: Skin Cancer Clinical Nurse Specialist

Band: 7

Staff Group: Nursing

Reports to: Matron and Lead Consultant

Job Purpose:

- The post holder will be the identified joint lead in the development of nursing practice in their own specialist area, working at an advanced level across the healthcare teams, also as a core member of the Skin Cancer multi-disciplinary team (MDT).
- They post holder will be the identified key worker for patients with skin cancer and their families on the IOW and will co-ordinate island patients care throughout their cancer pathway. The post holder will also act as a resource for all health care professionals caring for patients with Skin Cancer, and work in close collaboration with other cancer specialist nurses in mainland cancer centres, especially Portsmouth Hospital University Trust (PHU).
- The post-holder will work across departmental, directorate and trust boundaries to support the delivery of a seamless patient-centred service.
- The post-holder will provide a comprehensive quality service that demonstrates highly specialised clinical knowledge and expertise for the management of patients with Skin Cancer and their carers/family. Making contact with patients from the time of initial diagnosis to provide holistic practical, psychological and emotional support.
- To provide expert communication with patients in ways which empower them to make informed choices about their health and healthcare, providing practical information on all aspects of treatment.
- To work in collaboration with the lead clinician and the Multidisciplinary Team on the Isle of Wight and Tertiary Centres, to provide a high-quality co-ordinated service between all disciplines. Encompassing a multi-disciplinary approach to care.
- To act as an expert resource in providing evidence-based advice and information to promote the health and well-being of patients with skin cancer. To offer clinical expertise in treatments/therapies for patients that are unbiased, in order to optimise positive health outcomes and quality of life.
- To provide professional innovation within the specialty and contribute to the development of Skin Cancer services throughout the Trust as a core member of the Multi-Disciplinary Team.
- To provide clinical nursing leadership and act as a specialist resource for nurses, doctors and others in the acute trust and community services within the specialty.
- Lead the development and implementation of clinical audits and research projects in own specialist area, ensuring that the findings are disseminated and good practice is shared across the trust and beyond, in accordance with trust governance and clinical guidelines including CQC processes.

Key Responsibilities

Clinical/Professional

- Promote and set high standards of professional nursing care and maintain the delivery of quality care within the trust policies, protocols and guidelines. Implement the trust 'values and beliefs' ensuring they are embedded into everyday practice and evaluate their impact on the patients' experience.
- Demonstrate at an advanced level, communication skills which provide appropriate support, relevant information and education to facilitate decision-making on all treatment options for patients and their family/carers.
- Discuss with patients and their family/carers, the treatments for their individual care pathway, to assist in the knowledge and understanding of often complex, treatments and the effects that they may have on their quality of life, physical, psychological, social and spiritual wellbeing including also body image and sexuality, offering specialist emotional, psychological, psychosexual, practical advice and support throughout their treatment.
- To communicate distressing and sensitive information with patients and their family/carers regarding diagnosis, prognosis, treatment options and outcomes of illness, including future care, quality of life, life expectancy, terminal illness and bereavement.
- To act as patients' key worker and provide direct liaison and support with other teams/agencies across whole patient pathway, communicating especially with cancer centres to ensure patients receive a smooth pathway throughout their care.
- To ensure patients and their relatives have access to information, advice and emotional support in the hospital and the community, encompassing various strategies including information prescriptions, survivorship and health promotion. Making appropriate referrals for financial and benefits advice and consider their needs for travel and accommodation.
- To make appropriate clinical decisions following assessment utilising expert and specialist knowledge and experience in this speciality, underpinned by theory and experience.
- To provide telephone support to patients, discussing symptoms and provide advice on management and liaising with primary care providers to prevent admission to secondary care if appropriate.
- Ensure concerns raised by patients and their families are dealt with in an open, honest and transparent way, quickly and effectively, in line with trust policies, procedures and Duty of Candour legislation.
- Liaise across primary health care providers and with other statutory and voluntary agencies as required.
- Promote the health and safety of patients, staff and the public, identifying risks/hazards and implementing control measures. Contribute effectively and inform the operational management of the team whilst advocating patient focused services.
- Work within the Scope of Professional Practice and adhere with the Nursing and Midwifery Council Code of Professional Conduct ensuring extension of practice in line with the agreed local and national guidelines, protocols and competencies.
- To provide appropriate specialist intervention and evaluate outcomes
- To act as the patients' advocate when necessary and inform and educate them regarding their treatment options, enabling patients to make an informed choices, referring back to skin cancer team where appropriate.
- Maintain comprehensive accurate patient records and ensure all relevant information is documented in the patient's medical and nursing notes according to cancer standards identifying key worker, principal clinician and relevant letters or communications explaining treatment options, including working closely with oncology clinic coordinator on IOW.

Management/Leadership

- Responsible for the organisation and management of the service alongside the lead consultant.
- Provide clinical expertise and leadership to relevant staff within and outside PHUT, in order to inform service provision and development.
- Demonstrate awareness of national and local guidelines relating to specialty (e.g. NICE guidelines) and influence care developments in accordance with these.
- Identify, contribute to or lead on aspects in the development and dissemination of evidence-based guidelines, standards and protocols as required and implement change to improve the quality of nursing care.
- Contribute to trust peer reviews and any focused CQC style reviews.
- Actively contribute to achieving the clinical governance goals/targets set by the trust and department and comply with reporting schedules for monitoring and reporting on clinical outcomes. Includes auditing of services.
- Implement the Nursing Strategy by setting clear achievable objectives into any staff's annual performance and development reviews and evaluate performance (where applicable).
- Be proactive in the prevention and management of complaints (formal and those via Patient Advice and Liaison Service) and when they occur investigate and respond in a timely manner. Use any learning to share widely with the multidisciplinary team and to improve care delivery.
- Promote effective communication with staff members across organisational boundaries and provide support to those dealing with patients who are either newly diagnosed or in late stages of their illness.
- Promote the health and well-being of MDT, patients and their carers'. Making every contact count.
- Comply and promote compliance with Trust policies and guidelines e.g. Health and Safety, Clinical Risk and Infection Control.
- Take appropriate action to address unexpected changes and situations, informing the Matron/HON or manager if unable to resolve.
- Utilise user feedback to inform oncology team and to facilitate service development.
- Network with other specialty teams (i.e. UHS or other) to share good practice and bring back new ideas to improve the local service.
- Attend local, regional and national networks/meetings and working parties as required ensuring learning contributes to the evidence base.
- To identify personal training and development needs and provide education and teaching to clinical staff and other colleagues on aspects of skin cancers to support the development of specialist skills and knowledge.
- Adhere to PHU NHS Trust, policies and procedures, maintaining mandatory training update, Health and Safety, Infection Control, Fire Training, Manual Handling, Cardiac Resuscitation and Security.
- To participate in Trust Individual Performance Review Personal Development Plan activities and continue to develop own professional skills, knowledge and competencies.
- To lead the speciality and service and adherence to national guidelines, participate in planning and delivering education programmes within the PHU trust and primary care.
- To identify and develop link nurses and other members of the multi-professional team, working closely with local support team members to promote an organisation-wide liaison and support for patients and carers.
- Recognise own need for emotional support and supervision and participate in peer/professional groups/meeting and clinical supervision as required.
- Work independently and autonomously as part of a specialist multi-disciplinary team, managing own caseload of patients, initiating plans of care and evaluating effectiveness ensuring patients receive a high standard of individualised care.

- To prioritise a changing workload, making appropriate and advanced decisions contributing to patients' management and plan of care at an advanced level. Working in a flexible manner in response to changing situations and workload.
- Proactively and positively lead the achievement of high-quality patient care through individuals and team effort through offering advice, guidance and support as appropriate.
- Maintain and continuously improve specialist knowledge in an aspect of Health Service which significantly contributes to the Trust's stated objectives and aims.
- Provide specialist advice, guidance, information and high-quality effective decision-making within the departments and across primary and secondary care. Demonstrating expert clinical leadership within the speciality and visible, accessible authoritative presence in clinical areas.
- Ensure own professional development, participating in performance review and producing annual personal development plan.

Research

- Develop a research culture within the MDT team to identify current knowledge and deliver evidence-based care.
- Support local research teams, actively contribute to local department multidisciplinary audits, represent the clinical area at governance meetings and highlight areas for change.
- Liaise with the relevant research nurse to ensure patients are identified to take part in clinical research studies and research is delivered safely on the ward.
- Report research activity as standard practice and as part of the ward accreditation process.
- To promote and facilitate evidence-based practice, raising the profile and enhancing the contribution of nursing to patient care.
- Understand the ethical, legal and professional implications involved in changing practice.
- Promote clinical practice developments, utilising research and audit in the specialist area, disseminating findings through presentation to professional groups and publication.
- Assist in the completion of national audit programmes and network agreed minimum data sets.
- To provide expert support, direction and judgement in the collection of information towards annual peer review processes and service developments, working closely with other colleagues, in the review and analysis of services.

Education

- Promote agreed development opportunities into department training plan and ensure there is a fair and equitable approach to post registration nurse education that is aligned to service delivery and succession planning. Educate link nurses.
- Responsible for ensuring staff who the post holder line manages undertake essential training (if applicable).
- Succession plan with the specialty Matron for replacement of CNS posts and use Talent Management skills to identify key staff for further development.
- Contribute to the multidisciplinary education and training provision for health care professionals involved in relevant specialty area across organisational boundaries by developing and coordinating education and training programmes and evaluating their effectiveness. Mentor and coach students, support staff and other registrants.

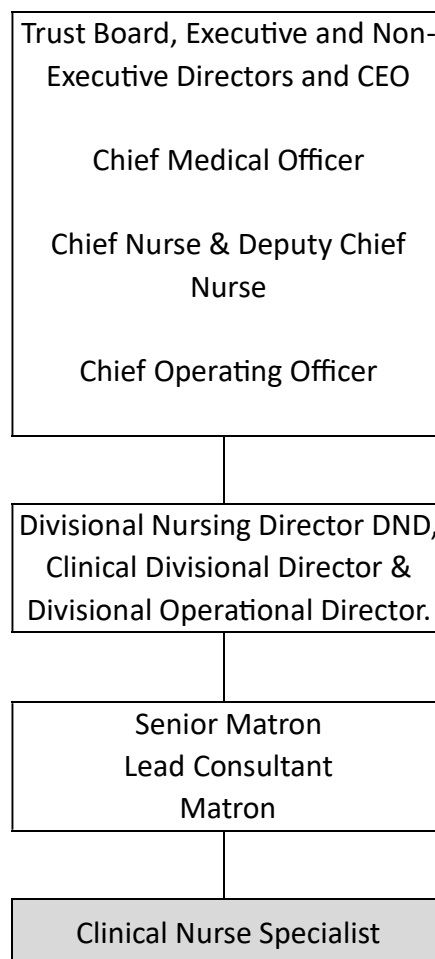
Communication and working relations

- Communicate highly sensitive and complex information with empathy ensuring that information is understood.
- Ensure patients, their carers' and the MDT have access to specialist information and provide care that meets individual patients' needs at all stages of the care pathway. This includes the provision of telephone support/ advice.
- Frequent exposure to highly distressing events. Working and supporting staff and patients/family/carers within a highly emotive environment (if applicable).
- Communicating and co-operating with other specialist areas, promoting and maintaining good working relationships within own clinical area and across the organisation, giving accurate information as required.
- An active member of the clinical nursing team contributing to Trust wide nursing groups and meetings.
- Develop expertise in dealing with interpersonal conflict and be responsible for the resolution of any adverse situation/incidents. Comply and promote compliance to Trust policies e.g. Harassment and Bullying.
- To ensure close working relationships and pathways with colleagues on IOW and in mainland centres to develop and maintain seamless patient-centred pathways of care.

Working conditions

- Working within a team caring for patients that require complex interventions and liaison with partner agencies.
- Demonstrate flexibility in working locations; there is a requirement to work with PHU contractors on the IOW along with some Portsmouth based working.

Organisational Chart



Other

This job description does not purport to cover all aspects of the job holder's duties but is intended to be indicative of the main areas of responsibility

 Management Essentials We are proud to offer a comprehensive development programme, Management Essentials, designed to equip staff with the skills and knowledge to become effective managers. This post has been identified as a role that will benefit from this training, and you will be able to enrol in both mandatory and, relevant, optional modules upon commencement with the Trust. Please click here for further information on the Management Essentials programme.	 Leadership Insights Additionally, our new leadership development programme, Leadership Insights, aims to help all newly promoted, existing and aspiring leaders, at every level at the Trust, to recognise, reflect and role model the core principles of people-centred leadership. If, this is of interest to you, you will be able to enrol upon commencement with the Trust. Please click here for further information on the Leadership Insights programme.
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Person Specification

Qualifications

Essential

- Current RN registration with the NMC and any other relevant post registration qualifications.
- BSc Degree in relevant field (**Desirable** - Master's degree and evidence of working towards)

Desirable

- Successful completion of the Non-Medical Prescribing (V300) course, or a demonstrated willingness to work towards and achieve this qualification.
- Significant demonstrable experience within specialty with evidence of professional development.
- Post Reg. qualifications for specialist area
- Leadership development programme
- Teaching qualification /experience with an accredited NMC mentorship course
- Evidence of change management with relevant management/leadership course

- Evidence of developing policy, guidelines and managing resources
- Counselling and research awareness
- Clinical supervision – where applicable monthly attendance

Experience

Essential

- At least 5 years post registration experience, preferably in a Oncology setting.

Desirable

- *Experience as a band 6, in an Oncology Setting.*

Skills & Knowledge

- Clinically competent.
- Clinical decision-making skills
- Advanced Communication Skills Training
- Effective leadership skills
- Organisational skills and forward planning
- Flexibility
- Able to support development of others
- Coaching and mentoring skills
- Critical appraisal skills
- Strong customer service skills.
- IT literate
- Understanding of the principles and application of effective budgetary management
- Understanding of the principles and application of effective staff / HR management
- Understanding of the theory and application of Clinical Governance.
- Demonstrable experience of effective management and supervision of staff and taking charge of ward /unit

Working Together for Patients with Compassion as One Team Always Improving

Strategic approach

Relationship building

Personal credibility

Passion to succeed

Harness performance through teams

Job holders are required to act in such a way that at all times the health and wellbeing of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an essential requirement for all employees. In addition, all staff are expected to complete essential/mandatory training in this area.

Print Name:

Date:

Signature: