

## **EAST LANCASHIRE HOSPICE**

**Registered Charity No: 1075653**

**Job Title:** Palliative Care Clinical Nurse Specialist (CNS)

**Accountable to:** Head of Department

### **Role Summary**

To identify, assess, offer differential diagnosis, treat and manage patients with palliative and end of life care needs while demonstrating a complex level of judgment, discretion and decision making. The post-holder will monitor and improve standards of care through goal setting, use of advanced care planning and other best practice tools and ensuring measurable outcomes. He/she will make appropriate use of the latest evidence to supervise practice, audit clinical care, teach and support professional colleagues and act as a role model demonstrating professional clinical leadership, while bringing a proactive influence to multidisciplinary team meetings. The post holder will be expected to champion innovative practice within the field of palliative and end of life care.

The post holder will utilise advanced skills which will include physical examinations skills and non-medical prescribing and apply this extended knowledge and skills in the principles and practice of palliative care to support patients with the most complex needs. Working as an independent practitioner in partnership with the medical team, the post holder is accountable and responsible for their own actions or omissions in line with the Nursing and Midwifery Councils Code and latest guidance on advanced nursing practice.

### **SCOPE AND ACCOUNTABILITY**

The CNS role is a member of the wider hospice team and is required to:

- Operate in line with the hospice values and principles.
- Practice within the NMC Code and HPC code of practice and adheres to all relevant professional, legal and regulatory guidelines.
- Develop role within the Scope of Professional Practice and guidance on advanced practice.
- Assume responsibility for own professional development and update and maintain own clinical skills as required for the role, working in partnership with Head of Department, Medical Director and wider organisation.
- Provide a visible clinical profile, having both an advisory and clinical input into patient care.
- Provide specialist advice and support to patients and carers.
- Acts as a role model professionally and behaviorally.
- Work with the multi-professional team and clinical/non clinical services team to promote learning.
- Work in partnership with all allied Health professionals, to support and enhance patient care.

### **KEY TASKS AND RESPONSIBILITY**

- Work in partnership with the medical team to set, implement and monitor standards of patient care in line with the philosophy and principles of palliative care.
- Work as part of a Specialist Palliative Care Team, demonstrating expert clinical leadership and practice.
- Carry out a high standard of clinical assessment using emerging advanced practice knowledge and skills, increasingly determining/providing clinical management plans treatment and interventions including prescribing where appropriate.
- Maintain clinical records in line with hospice and NMC guidance.

- Develop with supervised training, advanced clinical judgment to plan, implement and evaluate care for patients with complex palliative needs in the community setting.
- Anticipate problems and risks and take action before crises arise.
- Liaise with the multi-disciplinary team and inpatient services where to facilitate effective discharge planning
- As an independent prescriber, prescribe safely in accordance with local policies, national standards and formularies relating to independent prescribing.
- Acquire and maintain knowledge and skills to influence the setting of practice standards, and to participate in the monitoring of standards, to ensure best practice and the delivery of evidence based and cost effective care, monitoring and reviewing care plans.
- Contribute to the development and delivery of the hospice core business strategy.
- Provide a source of expertise to all health care practitioners, including undertaking joint assessments as required with members of the wider MDT.
- Identify clinical issues and incidents within the specialty that may affect the quality of palliative care services.

## **KEY PERFORMANCE AREAS**

In order to meet the objectives the post holder will have responsibilities in four main areas of work:

- 1. Clinical**
- 2. Managerial**
- 3. Teaching**
- 4. Research.**

## **CLINICAL**

- Provide clinical excellence and leadership in palliative care, acting as a role model and resource for other staff
- Assess, diagnose, plan and implement programs of evidence based care and treatment for patients with the support of the medical team.
- Admit, refer and discharge patients in accordance with hospice policy and procedures.
- Provide specialist advice and support to patients and carers.
- Provide a visible clinical profile, having both an advisory and clinical input into patient care thus providing support to the multi-disciplinary team and facilitating the clinical development of registered nurses, health care assistants, other members of the multi-professional team and students on placement.
- As an independent and supplementary prescriber, follow all Non-Medical Prescribing Policy and Procedures.
- Encourage and participate in practice development utilising research and evidence based findings.
- Promote a multi-professional approach to care facilitating effective communication and co-operation within and beyond hospice departments.
- Review the outcomes of treatment and care in conjunction with other members of the multi-disciplinary team.
- Ensure safe custody and administration of drugs in accordance with good practice, hospice policies and procedures, Nursing and Midwifery Council and regulatory and legal requirements.
- Maintain links with other NMP Palliative Care Specialists in order to share or learn from examples of good practice.
- Develop/maintain skills to critically evaluate relevant research findings to influence current and future practice.

## **MANAGERIAL / LEADERSHIP**

- Support the operational day to day running of the team including for example the scheduled huddle and referral screening meetings
- Facilitate and participate in case-load management and oversight, liaising with the hospice medical staff/community consultant and ensuring auditing of case load
- Attend, and participate in, appropriate management meetings and other relevant committees as required.

- Demonstrate vision to develop the services.
- Seek opportunities to lead and support quality initiatives, auditing practice and reviewing quality.
- Work within the guidelines laid down by the Nursing and Midwifery Council's Code of Professional Conduct.
- Maintain current registration and revalidation with the Nursing and Midwifery Council.
- Lead and monitor new service developments in keeping with organisational strategy and priorities.
- Access clinical supervision and study for own practice in keeping with individual and service development plans
- Manage own time and work effectively to meet the objectives, skills and competencies required for the role.
- Develop as a proactive member as part of the senior clinical team in ensuring the totality of hospice skills are used to best effect to ensure appropriate and timely responses for patients.

## **TEACHING**

- Create/promote a learning environment by maximising teaching/learning opportunities for all nursing/care staff.
- Participate in education programs within and outside the hospice as required.
- Participate in formal and informal reviews of palliative care.
- To be aware of one's own continuous professional development needs and maintain an annual personal development plan.
- Develop knowledge and skills to act as a resource and advisor in relation to Palliative Care Management for Community Trust colleagues, GP's and hospital Trust, care home staff.

## **RESEARCH**

- Assist staff in developing their skills in the understanding and use of research to inform practice.
- Ensure all clinical decisions are evidence based and to assist staff in bridging the theory/practice gap.
- Develop further knowledge and understanding of audit and research processes and demonstrate this by application to the delivery of high quality, clinically effective care in practice.
- Lead on audits and evaluation of work that may be required to develop and improve palliative/end of life care with particular emphasis on prescribing, medicines management and symptom control.

## **COMMUNICATION AND KEY WORKING RELATIONSHIPS**

- Medical Director
- Clinical Services Director
- Heads of Departments
- CNS Team (Hospital and Community)
- Consultants in Palliative Medicine
- Team Leaders/Allied Health Professionals across hospice departments
- Multi Professional Team

## **EXTERNAL**

- Ensures effective network working relationships and communication with Nursing/ AHP colleagues and relevant organisations, primary care, cancer network and other hospices.
- General Practitioners.
- District Nurses.

## **PROFESSIONAL**

- Be aware of professional responsibilities for maintaining own competence and compliance with all policies, standards and guidelines related to role and advanced practice.
- Be responsible for maintaining a personal awareness of professional developments in nursing in general but particularly in palliative care.
- Undertake relevant further personal education and development necessary to performing the role.

- Be available for professional advice and career development for other practitioners.

## **STATUTORY DUTIES**

- Ensure the security of information accessed in the course of your duties ensuring compliance with the Data Protection Act, Caldicott principles and information governance best practice guidance
- Report any hazards or incidents in accordance with the Health Safety and Risk Management Policy and procedures
- Comply with the East Lancashire Hospice 'no smoking' policy in all hospice premises and grounds
- Be responsible for maintaining own vaccinations including Hepatitis B immunity (as applicable)
- Ensure that infection control measures are followed in relation to your role
- Work at all times to safeguard the rights of individuals promoting their wellbeing and protecting those at risk from harm, acting on any concerns related to safeguarding children and adults at risk in line with policy and local guidance
- Work at all times to respect people's individuality, rights and diversity to ensure equality

## **Equality and Diversity**

We support an inclusive and holistic working environment and aim to empower our people to bring their authentic self to work. We are committed to this and so encourage applications from all individuals with the required skills for the role inclusive of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, colour, caste, nationality, ethnic or national origin, religion or belief, socio-economic background, trade union membership status, marriage, and civil partnerships. ELH is committed to equality of opportunity for all staff and volunteers.

## **WORKING HOURS**

The post holder will work their hours flexibly. These will be worked according to a rota of up to any 5 days of a 7 day working week.

## **NOTES**

This job description reflects how the post currently meets the needs of the service. Since the hospice is constantly developing and changing its services to ensure it meets the needs of the community it serves, the role and responsibilities of the post holder may change accordingly.

This job description will be reviewed annually at the annual PDR and may change as is deemed necessary.

## **ACCEPTANCE OF JOB DESCRIPTION**

I confirm I accept the duties contained in the above job description.

**PRINT NAME:** .....

**SIGNED:** .....

**DATE:** .....

**EAST LANCASHIRE HOSPICE**  
**Person Specification – Palliative Care Clinical Nurse Specialist**

Date	Post Palliative Care Clinical Nurse Specialist (CNS)	Recruiting Manager - Carole Ireson Clinical Head of Community Specialist Nursing		
	Criteria	Essential	Desirable	Tested By
<b>Education &amp; Qualifications</b>	Q1 RN1: Adult Nurse, Level 1 on the Nursing and Midwifery Council's Register	Q1		All: Application
	Q2 Relevant degree (or working towards)	Q2		
	Q3 Teaching/mentorship qualification/experience	Q3		
	Q4 Independent and supplementary non-medical prescribing	Q4		
	Q5 Principles of Physical Assessment and Diagnosis or equivalent	Q5		
	Q6 Clinical practice development related to the role		Q6	
<b>Experience</b>	E1 Substantial post registration experience	E1		All: Application
	E2 Significant specialist palliative care experience	E2		
	E3 Management/ leadership role		E3	
	E4 Demonstrable change management		E4	
	E5 Budgetary awareness/control		E5	
	E6 Experience as Clinical Nurse Specialist/ equivalent experience senior level ward/community experience	E6		
	E7 Clinical Audit – practice reviews		E7	
<b>Skills, Knowledge and Special Aptitudes</b>	S1 Demonstrable advanced clinical nursing skills in palliative care	S1		Interview
	S2 Demonstrable ability to make clinical decisions and to develop others in this area	S2		
	S3 Demonstrable people management skills including:	S3		
	S4 Motivation of staff and team building	S4		
	S5 Decision making	S5		
	S6 Clinical leadership	S6		
	S7 Staff development	S7		
	S8 Conflict and problem solving	S8		
	S9 Expanding skills and knowledge of others	S9		
	S10 Initiating and managing change	S10		
	S11 Team player	S11		
	S12 Understanding of current issues and initiatives relating to palliative care	S12		
	S13 IT skills/use of electronic clinical records systems	S13		
	S14 Cannulation and venipuncture / able to develop or refresh	S14		