1. JOB IDENTIFICATION

Job Title: Clinical Nurse Specialist-Neurology (Acquired Brain Injury (ABI))

Responsible to: Nurse Consultant - Epilepsy

Department(s): Medical

Directorate: Women, Children’s & DCN

Operating Division: UHD

Job Reference:

No of Job Holders: 1

Last Update: March 2010

2. JOB PURPOSE

The post holder will be expected to establish, review and develop nurse led clinics throughout Lothian and South East Scotland and will hold professional and managerial responsibility for a large caseload of paediatric patients allocated to the specialist neurology service. Care may be delivered both in the acute environment and within the community setting.

They will provide expert professional and clinical care advice to patients, carers and the multi-disciplinary team. In addition they will be responsible for providing specialist education and training programmes for health care professionals and other professional groups, both locally and nationally, and for implementing and undertaking research activities, ensuring evidence-based practice within this specialist area.

3. DIMENSIONS

The post holder contributes to the clinical and management responsibility for paediatric patients with ABI within the Lothian’s and South East Scotland.

Care will be delivered both in the acute environment and within the community setting.

The post holder provides specialist education and training to healthcare professionals including medical staff (junior & senior) and also to parents, patients and carers. They also act as an expert recourse both within Children’s Services but also to other children’s hospitals/units and GPs about the management of patients within their specialist area.

The post holder has responsibility for developing and implementing nurse led clinics on a weekly basis within the Royal Hospital for Sick Children.

Other key staff with whom the post holder will interact includes: Medical, Therapists, Finance, R&D Office, Procurement, Support Services, Education Facilitators, Health and Safety, Risk Management Community Health Practitioners, Voluntary Organisations, Social Services, and University Institutions.

The Lothian University Hospitals Division delivers services within the environment of a University Teaching hospital setting.
4. ORGANISATIONAL POSITION

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<tr>
<th>Position</th>
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<tbody>
<tr>
<td>Director of Ops</td>
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<tr>
<td>Chief Nurse</td>
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<tr>
<td>Clinical Nurse Manager</td>
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<tr>
<td>Nurse Consultant Epilepsy</td>
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<tr>
<td>Neurology Consultant</td>
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<tr>
<td>Clinical Nurse Specialist (This post)</td>
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5. ROLE OF DEPARTMENT

The Neurology Service provides a comprehensive service in Lothian and the South East of Scotland.

The neurology service provides specialist inpatient and outpatient neurology care to children and young people who have complex neurological conditions.

To provide a high quality of neurology care to all patients within a safe and supportive environment. To ensure that patients receive high quality care.

In partnership with the multidisciplinary team the service provides specialist advice to enhance the quality of care to children with neurology conditions, focusing on ABI and their families.

This encompasses:
- Direct clinical care
- Advisory role
- Provision of multi-disciplinary and nurse led clinics
- Education of medical, nursing and allied professionals
- Audit and research
- Empowerment of children, parents and staff in managing neurological disease.
- Provide support and advise to external disciplines and agencies.
6. KEY RESULT AREAS

<table>
<thead>
<tr>
<th>Professional</th>
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<tbody>
<tr>
<td>1. Practice at all times within the Nursing and Midwifery Council Code of Professional Conduct</td>
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<tr>
<td>2. Develop the role by using evidence-based practice and continuously improve own knowledge, following PREP guidelines.</td>
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<tr>
<td>3. Conduct clinical evidence based practice in accordance with national guidelines and clinical standards.</td>
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<td>4. Act as an exemplary professional role model for leading specialist nursing services.</td>
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<thead>
<tr>
<th>Leadership and Management  30%</th>
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<tbody>
<tr>
<td>5. Establish a nurse led neurology service for children with ABI conditions within Lothian and the South East of Scotland and contribute to the development of further future service provision and planning for ABI services within this area.</td>
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<tr>
<td>6. Lead relevant nursing staff within the neurology service and wider nursing team who may be involved in delivering care to the child/young person with ABI, ensuring that patient needs are assessed, care planned, implemented and evaluated, and that there is consultation and involvement of patient/carers.</td>
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<tr>
<td>7. Contribute to specific initiatives within the multidisciplinary team in the development, implementation and maintenance of policies, procedures, standards and protocols of the neurology service, specifically ABI throughout Lothian and South East Scotland, ensuring that all nursing staff and members of the multidisciplinary team are aware of, and work within, local, directorate and Division policies and procedures to ensure that safe working practices are maintained for both patients and staff.</td>
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<tr>
<td>8. Act as a specialist resource for paediatric and adolescent neurology by promoting the service, providing advice and expert opinion to members of the multi-disciplinary team and professional advisory and practice development groups in relation to ABI Services. Take an active role in the development of the Scottish Paediatric Neurology Group and clinical management networks.</td>
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<tr>
<td>9. Develop, implement and manage communication systems to ensure a high standard of communication within the service about patient care across South East Scotland</td>
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<td>10. The post holder is not responsible for managing the budget but is aware of the resources available and the need to work within the financial envelope.</td>
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<td>11. Act timorously in resolving complaints effectively through investigating and responding at local level and escalate as appropriate.</td>
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<tr>
<th>Clinical  45%</th>
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<tr>
<td>12. Undertake autonomous assessment, review and treatment of patients with ABI (previously undertaken by medical staff). Assess patient’s clinical condition, order investigations and on assessment alter or initiate treatment. The post holder will be a nurse prescriber with responsibility for making changes to medication</td>
</tr>
<tr>
<td>13. Undertakes autonomous nurse led clinics for children with ABI.</td>
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<tr>
<td>14. Ensure the quality of patient care is reviewed, assessed, implemented and monitored to maintain standards of care given to patients and their families and develop protocols and profiles for the delivery of care and to guide others in the care of the child/young person with ABI.</td>
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</tbody>
</table>
15. Provide specialist advice, support and education about ABI to multiple groups of people within and out with the hospital and South East Scotland e.g. all levels of medical staff/specialist nurses/general nurses/student nurses/general public/GP's/Health visitors/educational establishments (schools/colleges)

16. Participate in the monitoring of standards of care within the defined policies, procedures and protocols of the service, ward, Directorate and Division to ensure adherence to, and delivery of, a high quality service.

**Research & Audit 5%**

17. Contribute to the development of research and clinical audit programmes to support best practice which is research and evidence based and leads to continuous improvements in care.

**Education 20%**

18. Develop, provide and support appropriate multidisciplinary specialist education and training programmes to promote a wider understanding of ABI in the primary and secondary healthcare setting.

19. Deliver specialist education programmes within core curricula for institutes of higher education for pre and post registration programmes.

20. Promote and advise on health and life style activities for patients and carers, providing educational material in an appropriate format for child/young person and family.

21. Teach, advise and coach patients and carers with regard to the condition and treatment options promoting a normal life philosophy and patient empowerment.

**7a. EQUIPMENT AND MACHINERY**

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<tr>
<th>Equipment</th>
<th>Description</th>
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<tbody>
<tr>
<td>Venepuncture equipment</td>
<td>Hoists</td>
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<tr>
<td>Bleep system</td>
<td>Data base /computers</td>
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<tr>
<td>Fire Equipment</td>
<td>Scales</td>
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<tr>
<td>Pneumatic tube system</td>
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**7b. SYSTEMS**

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<tr>
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<th>Description</th>
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<tr>
<td>Specialist Data Bases</td>
<td>Collect and input patient data which allows post holder to determine workload and activity</td>
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<tr>
<td>Local patient administration system – TRAK</td>
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<tr>
<td>Laboratory System – Specimen Results</td>
<td></td>
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<tr>
<td>Datix – Incidents, Complaints &amp; Risk Register</td>
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<tr>
<td>Internet and Intranet – Personal and Business</td>
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### 8. ASSIGNMENT AND REVIEW OF WORK

The post is largely self-directed and self-generated in response to the needs of patients in the neurology service.

This is an open access service, which accepts referrals from primary care and across all areas of secondary/tertiary care to the neurology nurse service. Referrals are generated from Lothian and South East of Scotland.

Caseload is reviewed by the Lead Clinician in Neurology Care.

The Clinical Nurse Manager provides professional and managerial support and advice.

The Post Holder will have a Professional Personal Development Plan, which is reviewed annually by the Clinical Nurse Manager.

### 9. DECISIONS AND JUDGEMENTS

The post holder is expected to make clinical and professional autonomous decisions on a daily basis, including the provision of advice/referral to the multidisciplinary team.

Informing clinical decision making with regard to patients health care, through stringent monitoring of the patient’s condition and acting on clinical judgements.

Assessment of patients current clinical condition with autonomous decisions being made for:
- referral for further medical management including ordering of specific investigations
- recommendations of special emergency management of neurological difficulties
- autonomous decisions regarding alteration medications and treatment plan and for the communication of all of this to all personnel involved in the patients care
- ordering of specialist investigations such as EEG, specialist blood tests and review the results of those tests making a clinical judgment on care/treatment and change if required, this would previously have been done by medical staff.

**Acting as the patients advocate ensuring their rights are upheld, when identifying, screening and recruiting subjects into clinical research studies.**

**Freedom to act is guided by precedent and clearly defined Divisional policies, protocol/procedures and codes of conduct in accordance with NMC regulations, Clinical and Staff Governance Framework and the EU Clinical Trials Directive.**

Understanding the child protection policy and process and acting appropriately. Refer children to child protection process if required and give opinion/support to children with acquired brain injury in child protection process as well as those involved in caring for child.

Acts as a extended and supplementary nurse prescriber

### 10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Establishing a new role and development of a nurse led ABI service supporting patients within Lothian and South East Scotland and embedding and promoting the service.

Working at an advanced level as an autonomous practitioner

Performing and interpreting investigations e.g.
- Blood Tests
- Disability Assessments
11. COMMUNICATIONS AND RELATIONSHIPS

External Communication
The post holder provides specialist information division wide and to other paediatric centres within the South East of Scotland and will be involved in the national managed clinical network for neurology. The post holder is required to communicate and interact with a variety of external agencies such as, Voluntary Organisations, Social Services, and University Institutions.

Internal Communications;
The post holder will be expected to communicate and liaise with
- patients, carers and relatives and all members of the multidisciplinary team. They will communicate plans of care, medical histories and conditions to colleagues and other clinicians together with condition related information to patients and relatives providing empathy and reassurance as required.
- Other relevant departments within the division such as Education Facilitators, Medical, Therapists, Finance, R&D Office, Procurement, Support Services.

Communication can be verbal, written or electronic. All communication is underpinned by the general rules of professional accountability, data protection, and confidentiality. The post holder must develop, implement and manage communication systems to ensure a high standard of communication.

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical Skills:
IT keyboard skills
Accuracy, dexterity, and co-ordination required e.g. for cannulation, and giving injections
Administer intravenous injections and or intra-muscular injections, syringe pumps and infusions.

Physical Demands:
Patient movement with use of mechanical aides, manoeuvre patients.
Travelling to different locations within South East Scotland.

Mental demands of the job
Concentration e.g. prescribing medicines, analysing diagnostic tests.
Managing time with competing demands and need to be able to respond quickly when an urgent clinical opinion is required
Communication difficulties (dealing with patients of different ages and having to adapt communication to ensure understanding)
Challenging inappropriate/poor clinical practice.

Emotional demands of the job
Communicating with distressed/anxious/worried patients/relatives.
Communicating complex issues with the multidisciplinary team.

Environmental and working conditions:
Exposure to body fluids when caring for patients.
Exposure to verbal aggression and anxieties from patients and families.
13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Minimum required to undertake the role.

- First level registered children’s nurse able to demonstrate competence within post-registration professional practice commensurate with fulfilling the key areas for this post.
- Masters Degree within relevant clinical/practice area (this would encompass an MSc in Nursing or Advanced Practice if no specialist programme available and providing evidence of applicability to speciality)
- Evidence of further education including post-graduate certification/diploma/Continuous Professional Development in relevant area e.g. neurology
- Evidence of management, education and training
- Effective listening and interpersonal skills.
- Time management skills/ability to prioritise workload.
- The post holder will be required to demonstrate excellent team working skills with ability to work using own initiative.
- Evidence of effective problem solving skills.
- IT Skills.
- Expert clinical practice.

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder’s Signature: [Signature]

Date:

Head of Department Signature: [Signature]

Date: