

JOB DESCRIPTION

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| Job Title | : Clinical Nurse Specialist – Paediatric Endocrinology |
| Department | : Paediatric Endocrinology |
| Care Group / Directorate | : Child health |
| Band / Grade | : 7 |
| Responsible to | : Consultant Paediatric Endocrinologist/ Senior Clinical Nurse Specialist |
| Accountable to | : Lead Nurse for Children and Young People/Head of Nursing for Children and Young People |
| Location | : Kings College Hospital, Denmark Hill |

King's College Hospital NHS Foundation Trust is one of the UK's largest and busiest teaching Trusts with a turnover of c£1 billion, 1.5 million patient contacts a year and around 15,000 staff based across 5 main sites in South East London. The Trust provides a full range of local hospital services across its different sites, and specialist services from King's College Hospital (KCH) sites at Denmark Hill in Camberwell and at the Princess Royal University Hospital (PRUH) site in Bromley.

King's is committed to delivering Sustainable Healthcare for All via our Green Plan. In line with national Greener NHS ambitions, we have set net zero carbon targets of 2040 for our NHS Carbon Footprint and 2045 for our NHS Carbon Footprint Plus.

Our values at King's, are that we're a kind, respectful team;

Kind. We show compassion and understanding and bring a positive attitude to our work

Respectful. We promote equality, are inclusive and honest, speaking up when needed

Team. We support each other, communicate openly, and are reassuringly professional

The trust-wide strategy Strong Roots, Global Reach is our Vision to be BOLD, Brilliant people, Outstanding care, Leaders in Research, Innovation and Education, Diversity, Equality and Inclusion (EDI) at the heart of everything we do. By being person-centred, digitally-enabled, and focused on sustainability, we can take Team King's to another level

King's is dedicated to embracing the broad diversity of our staff, patients and communities and stand firmly against all forms of prejudice and discrimination. This includes, but is not limited to, racism, ableism, homophobia, biphobia, transphobia, sexism, ageism, religious discrimination, and any other prejudiced behaviour that undermines the rights, wellbeing and identity of our staff, and patients.

As part of our commitment to EDI, we have five staff network groups that represent and advocate for staff:



Job Summary

To work as an autonomous clinical nurse specialist to co-ordinate and deliver expert nursing care effectively to a defined caseload of children, young people with endocrine conditions and their families across both the acute and community setting.

To lead in the development of evidence based clinical nursing practice in line with current research and guidelines.

To maintain clear lines of communication with primary healthcare teams in order to increase knowledge and facilitate the care of this group of children, young people and families in the community.

To act as a key resource and source of specialist support to colleagues across primary/secondary/tertiary care settings.

Particular emphasis is put at Kings on the need to ensure that all staff recognize their responsibility to deliver services in a high quality, courteous, patient focused manner maintaining patient confidentiality at all times.

Main Duties and Responsibilities

1. Clinical Practice

- To provide and deliver a specialist nursing service for children and young people with endocrine conditions in both the hospital and community setting.
- To provide expert nursing advice and support to patients, their families and other healthcare professionals following diagnosis and through treatment.
- To ensure continuity of a high standard of evidence based nursing care, assessing health, health related and nursing needs of patients and their families and other carers by identifying and initiating appropriate steps for effective care. These can include:
 - Managing a patient caseload
 - Ordering diagnostic tests
 - Making and receiving referrals
 - Admitting and discharging patients for specific conditions and within agreed Trust protocols
 - Prescribing medicines and treatments
- To accept clinical responsibility for own patient caseload, ensuring all patients have an accurate plan of care which reflects the assessment undertaken and incorporates the issues and recommendations made ensuring clear documentation in the patient's records, any hand held records, and Trust computer Epic systems.
- To be actively involved in in-patient care requiring endocrine input, specifically following neurosurgery on Lion ward, HDU and PICU, and liaising with neurosurgical staff where appropriate.

- To participate in the paediatric endocrine out-patient clinic and assess appropriate patients.
- To lead in the care of specific patients, in agreement with the Consultant Paediatric Endocrinologist, within the nurse led clinic environment, utilising Trust policy patient proformas as appropriate. To provide nurse consultation with all newly diagnosed patients.
- To follow up patients as appropriate and ensure all relevant information is available to enable patients to make informed choice about treatment and management about their condition.
- To be a knowledgeable and visible expert practitioner within the specialty, working with ward/clinic staff to ensure the provision of high quality evidence based nursing care for children and young people, and that this is accurately communicated and documented.
- To co-ordinate a seamless service through the development of enhanced multi-disciplinary team (MDT) processes and communication.
- To lead the identifications and development of clinical protocols and strategies to enhance both the continuity and standard of specialist care.
- To ensure operational policies are reviewed annually in accordance with local and national standards.
- To identify, implement and maintain a suitable mechanism and pathway for MDT referrals to the CNS.
- To work with the MDT to develop, implement and evaluate integrated care pathways and systems of MDT documentation.
- To liaise with local community, social services, paramedics and voluntary organisations in order to develop existing services for patients, carers and health professionals. For example, leading in the co-ordination of maintaining an up to date database of children and young people requiring emergency steroid treatment in association with the London Ambulance Service (LAS) and ambulance services out of area.
- To actively involve service users in providing feedback of their experience of the current service and suggestions for improvements, for example, through clinical audit.
- To lead on the development of appropriate Patient Group Directive (PGD) to facilitate / enhance the discharge process or nurse led consultation.
- To ensure that each child is assessed, and their care planned, implemented and evaluated in negotiation with the family and other staff caring for the child in accordance with agreed protocols.
- To follow Trust safeguarding procedures and ensure any safeguarding concerns are escalated appropriately.
- To participate in relevant fora at Care Group and Trust level to represent the service perspective
- To participate in the identification, development and updating of clinical protocols and strategies to enhance both the continuity and standard of specialist care for endocrine conditions whilst ensuring equity of access to the service.

- To carry out acute and specialist endocrine treatment using appropriate skills, ensuring all care is given in accordance with agreed plan of care and established protocols/clinical guidelines.
- To co-ordinate patients' pathways, ensuring all assessments, diagnostic investigation and test results are up-to-date and discharge is co-ordinated in a timely and efficient manner.
- To provide information, clinical advice and support to children and families with endocrine conditions and act as a resource to other professionals involved in that child's care
- To help co-ordinate elective admissions with the Paediatric Endocrine Registrar to the Phillip Isaacs Day Care Unit for children with potential endocrine conditions, leading in the management of more complex investigations where necessary.
- To lead and co-ordinate in complex dynamic endocrine investigations on the childrens wards where appropriate.
- To liaise with ward staff to ensure appropriate and timely discharge / follow up arrangements are in place for patients.
- To follow up patients as appropriate and ensure all relevant information is available to enable children, young people and families to make an informed choice about their treatment and care.
- To work with other colleagues within the MDT, and the adult endocrine service to develop the transition service for young people with endocrine conditions
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- To co-ordinate the care and follow-up of families identified through newborn screening for congenital hypothyroidism
- To lead and co-ordinate the care of children and young people with Congenital Adrenal Hyperplasia (CAH) requiring home 17-OHP bloodspot testing in the South East region, in association with the Clinical Biochemistry department.
- To provide information to children, young people and their families about growth hormone therapy. To provide teaching, assessment and support for children and their families on the administration of growth hormone therapy
- To develop and maintain relationships with growth hormone pharmaceutical personnel in order to provide a seamless service in providing care for children requiring growth hormone therapy, including pharmaceutical company representatives, homecare teams and support package providers.
- To co-ordinate the care, and the preparation and administration of GnRH analogues for children with precocious puberty within the nurse led clinic or on the day care unit. To conduct pubertal staging assessments.
- To provide information to children, young people and their families concerning the need for the administration of emergency hydrocortisone therapy, liaising with schools and nurseries where appropriate.
- To liaise with the paediatric teams at relevant outreach clinics where appropriate

- To undertake community / school / home visits to children and families with other healthcare professionals from acute/community teams, if required

2. Education and Research

- To act as a key resource and source of information for children, young people and families about all aspects of paediatric endocrine care.
- To initiate, lead and develop programmes of education for nursing staff to enhance the nursing contribution and quality of care to nurses both across the Trust, nationally and internationally.
- To develop information for patients, carers and health professionals about all aspects of specialist care.
- To ensure appropriate information and educational literature is available to help patients make informed choices as to their treatment plan and continuing management.
- To lead on clinical audit, in particular ensuring patient experience surveys are completed and action plans developed.
- To implement programmes of education and training in accordance with the identified needs children, young people and families and other healthcare professionals involved in their care.
- To act as a clinical expert and advise on educational opportunities that will facilitate the development and support of their specialist knowledge and skills to ensure they develop their clinical practice.
- To contribute to the development of nursing practice within the team. Additionally, where appropriate, to act as a practice supervisor to Trust and honorary contract employees.
- To participate actively in educational events provided by the Trust and primary care sector.
- To attend meetings and conferences as appropriate having a thorough knowledge current issues both within the Trust and within specialist services locally and nationally, such as the BSPED annual meeting.
- To promote and facilitate evidence based practice and clinical audit within the Trust, raising the profile and enhancing the contribution of nursing to patient care.
- To participate in and assist with any appropriate/relevant Trust approved research projects conducted within the department.
- To work with and support ward managers and other clinical staff to identify areas where changes to practice are required. Also where opportunities exist to improve treatment and support for patients.
- To publish and present relevant clinical practice and service developments at a local and national level.

3. Management

- To participate in the operational and strategic development of the specialist endocrine service, both in and out patients.
- To develop policies and protocols to improve patient care.
- To liaise effectively with all other disciplines within the Trust and at local and national level.
- To initiate and participate in the management of change to improve standards and communications links from Acute Trust through to Primary Care.
- To contribute actively to any relevant initiatives within the care group and provide support to senior colleagues and Heads of Nursing.
- To contribute positively to the leadership of nursing within the Care Group, acting as an effective role model.
- To work with and support managers and clinical staff to identify areas where changes in practice are required.
- To introduce measures to actively manage and reduce risk to patients. To ensure the formal reporting of adverse incidents in line with Trust policy.
- To support the Paediatric Matrons, Lead Nurses and Head of Nursing in implementing Trust initiatives and strategies.
- To network with the team of clinical nurse specialists within the Child Health Dept and Trust to evaluate, develop and promote the specialist-nursing role.
- To utilise and maintain information systems to aid audit and to provide regular actively analysis reports.
- To maintain records and send reports set by various bodies pertaining to the specific speciality.
- To maintain contemporaneous and accurate treatment records, submitting relevant statistics, reports and activity data as requested.
- To evaluate the service, in terms of clinical effectiveness and excellence.
- To ensure the best use of available resources within agreed budget to provide a cost effective service.
- To forge effective links within primary, secondary and tertiary care to ensure effective communication.
- To act as principle liaison with personnel from the pharmaceutical industry where appropriate
- To ensure compliance with the Trust's Equality and Diversity Policy, supporting the delivery of the Trusts Race Equality Scheme and the Trust's duty to positively promote race equality and equality of opportunity for disabled people ensuring services are responsive to the needs of equality groups.

4. Personal Professional Development

- To achieve a range of clinical competencies as required within the Trust and Care Group, in accordance with the RCN integrated career and competency framework for paediatric endocrine nurse specialists.
- To keep up-to-date with current literature and research in the speciality.
- To maintain own personal and professional development in accordance with NMC revalidation requirements, attending mandatory study sessions as required.
- To undergo and actively participate in own performance appraisals
- To keep up to date with NMC, relevant specialist Faculty & Trust guidelines and protocols.
- To adhere to the NMC Code of Professional conduct working within and accepting responsibility for maintaining agreed levels of competence.

5. General

- In carrying out the duties of the post, the employee is required to work in accordance with the policies and procedures of King's College Hospital, including Health and Safety, confidentiality, data protection and equal opportunities. King's College Hospital operates a no smoking policy.
- This job description is intended as a guide to the general scope of duties and is not intended to be definitive or restrictive. It is expected that some of the duties will change over time and this description will be subject to review in consultation with the post holder.
- All employees must hold an 'nhs.net' email account which will be the Trust's formal route for email communication.
- Everyone is responsible for promoting inclusion no matter their role or team. At King's, we want to create an environment where everyone feels valued, respected and welcomed.

6. Safeguarding

The Trust takes the issues of Safeguarding Children, Adults and addressing Domestic Abuse very seriously. All employees have a responsibility to support the organisation in our duties by;

- attending mandatory training on safeguarding children and adults
- familiarising themselves with the Trust's processes for reporting concerns
- reporting any safeguarding child or adult concerns appropriately

Infection Control Statement

The post holder has an important responsibility for and contribution to infection control and must be familiar with the infection control and hygiene procedures and requirements when in clinical areas.

The post holder has an important responsibility for and contribution to make to infection control and must be familiar with the infection control and hygiene requirements of this role.

These requirements are set out in the National Code of Practice on Infection Control and in local policies and procedures which will be made clear during your induction and subsequent refresher training. These standards must be strictly complied with at all times.

PERSON SPECIFICATION

Clinical Nurse Specialist: Paediatric Endocrinology – Band 7

| | Essential | Desirable |
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| Education and Qualifications | | |
| NMC Part 1 (Children) | X | |
| A clinical expert either through formal qualification (Degree / Masters) and / or extensive clinical experience pertinent to endocrinology | X | |
| Non-Medical Prescribing Course | | X |
| Knowledge and Experience | | |
| Knowledge proven interest in working with children | X | |
| Track record of innovating services | X | |
| Ability to build up a rapport with patients and the MDT | X | |
| Ability to impart complex information to patients, parents and carers, with different levels of understanding | X | |
| To have proven experience of service development | | X |
| Ability to work independently and as part of a team | X | |
| Patient centred approach | X | |
| Knowledge of audit / research methodologies | | X |
| Audit programmes experience | | X |
| Knowledge and understanding of Health and Safety policies as they apply to Child Health | X | |
| Track record of publication | | X |
| Knowledge of safeguarding policies and procedures and the ability to liaise concerns appropriately | X | |
| Experience with Patient Group Directives (PGD) | | X |
| Skills and Competencies | | |
| Strong leadership skills | X | |
| Excellent oral and written communication skills | X | |
| Advanced clinical assessment skills, or willingness to develop these | X | |
| Computer literacy at intermediate level | X | |
| Basic counselling skills | | X |
| Presentation skills | | X |
| Project management skills | | X |