

JOB DESCRIPTION

JOB TITLE	Advanced Nurse Practitioner
HOURS OF EMPLOYMENT :	Full time/part time/job share considered
SALARY:	Dependant on Experience
RESPONSIBLE TO:	Lead Nurse

JOB SUMMARY

The post holder is an experienced nurse, who acting within their professional boundaries, will provide care for the presenting patient from initial history taking, clinical assessment, diagnosis, treatment and evaluation of their care. They will demonstrate safe, clinical decision-making and expert care for patients within the general practice. They will work collaboratively with the multi-disciplinary general practice team to meet the needs of patients, supporting the delivery of policy and procedures, and providing nurse leadership as required. In order to work at this level, NMC requirements for advanced practice must be met.

1. SCOPE AND PURPOSE OF THE ROLE

- To deliver a high standard of patient care as Advanced Nurse Practitioner (ANP) in general practice, using advanced autonomous clinical skills, and a broad and in-depth theoretical knowledge base
- To manage a clinical caseload, dealing with presenting patient's needs in a primary care setting
- To ensure the highest standards of care are provided for the patients
- To assist in the development of nursing services offered by the practice
- To provide clinical leadership within the practice.

2. KEY RESPONSIBILITIES

Clinical practice

- Assess, diagnose, plan, implement and evaluate treatment interventions and care for patients presenting with an undifferentiated diagnosis
- Clinically examine and assess patient needs from a physiological and psychological perspective, and plan clinical care accordingly
- Assess, diagnose, plan, implement and evaluate interventions and treatments for patients with complex needs. Proactively identify, diagnose and manage treatment plans for patients at risk of developing a long-term condition (as appropriate)
- Diagnose and manage both acute and chronic conditions, integrating both drug- and non-drug-based treatment methods into a management plan
- Prescribe and review medication for therapeutic effectiveness, appropriate to patient needs and in accordance with evidence-based practice and national and practice protocols, and within scope of practice
- Work with patients in order to support compliance with and adherence to prescribed treatments. Provide information and advice on prescribed or over-the-counter medication on medication regimens, side-effects and interactions
- Prioritise health problems and intervene appropriately to assist the patient in complex, urgent or emergency situations, including initiation of effective emergency care
- Support patients to adopt health promotion strategies that promote healthy lifestyles, and apply principles of self-care

Communication

- Utilise and demonstrate sensitive communication styles, to ensure patients are fully informed and consent to treatment
- Communicate with and support patients who are receiving 'bad news'
- Communicate effectively with patients and carers, recognising the need for alternative methods of communication to overcome different levels of understanding, cultural background and preferred ways of communicating
- Anticipate barriers to communication and take action to improve communication
- Maintain effective communication within the practice environment and with external stakeholders
- Act as an advocate for patients and colleagues
- Ensure awareness of sources of support and guidance (eg PALS) and provide information in an acceptable format to all patients, recognising any difficulties and referring where appropriate

Delivering a quality service

- Recognise and work within own competence and professional code of conduct as regulated by the NMC. Produce accurate,

contemporaneous and complete records of patient consultation, consistent with legislation, policies and procedures

- Prioritise, organise and manage own workload in a manner that maintains and promotes quality
- Deliver care according to NICE guidelines and evidence-based care
- Assess effectiveness of care delivery through self and peer review, benchmarking and formal evaluation
- Initiate and participate in the maintenance of quality governance systems and processes across the organisation and its activities
- Utilise the audit cycle as a means of evaluating the quality of the work of self and the team, implementing improvements where required
- In partnership with other clinical teams, collaborate on improving the quality of health care responding to local and national policies and initiatives as appropriate
- Evaluate patients' response to health care provision and the effectiveness of care
- Support and participate in shared learning across the practice and wider organisation
- Use a structured framework (eg root-cause analysis) to manage, review and identify learning from patient complaints, clinical incidents and near-miss events
- Assess the impact of policy implementation on care delivery
- Understand and apply legal issues that support the identification of vulnerable and abused children and adults, and be aware of statutory child/vulnerable patients health procedures and local guidance

Leadership – personal and people development

- Take responsibility for own learning and performance including participating in clinical supervision and acting as a positive role model
- Support staff development in order to maximise potential
- Critically evaluate and review innovations and developments that are relevant to the area of work
- Enlist support and influence stakeholders and decision-makers in order to bring about new developments in the provision of services
- Take a lead role in planning and implementing changes within the area of care and responsibility
- Contribute to the development of local guidelines, protocols and standards
- Market the role of the advanced nurse practitioner in general practice

Team working

- Understand own role and scope and identify how this may develop over time
- Work as an effective and responsible team member, supporting others and exploring the mechanisms to develop new ways of working
- Delegate clearly and appropriately, adopting the principles of safe practice and assessment of competence
- Create clear referral mechanisms to meet patient need
- Prioritise own workload and ensure effective time-management strategies are embedded within the culture of the team

- Work effectively with others to clearly define values, direction and policies impacting upon care delivery
- Discuss, highlight and work with the team to create opportunities to improve patient care
- Manage and lead on the delivery of specifically identified services or projects as agreed with the practice management team
- Agree plans and outcomes by which to measure success

Management of risk

- Manage and assess risk within the areas of responsibility, ensuring adequate measures are in place to protect staff and patients
- Monitor work areas and practices to ensure they are safe and free from hazards and conform to health, safety and security legislation, policies, procedures and guidelines
- Apply infection-control measures within the practice according to local and national guidelines
- Advocate for policies that reduce environmental health risks, are culturally sensitive and increase access to health care for all
- Interpret national strategies and policies into local implementation strategies that are aligned to the values and culture of general practice

Managing information

- Use technology and appropriate software as an aid to management in planning, implementation and monitoring of care, presenting and communicating information
- Review and process data using accurate Read codes in order to ensure easy and accurate information retrieval for monitoring and audit processes
- Manage information searches using the internet and local library databases
- Understand responsibility of self and others to the practice and primary care trust regarding the Freedom and Information Act

Learning and development

- Undertake mentorship for more junior staff, assessing competence against set standards
- Disseminate learning and information gained to other team members in order to share good practice and inform others about current and future developments (eg courses and conferences)
- Assess own learning needs and undertake learning as appropriate
- Provide an educational role to patients, carers, families and colleagues in an environment that facilitates learning

Equality and diversity

- Identify patterns of discrimination and take action to overcome this and promote diversity and equality of opportunity
- Enable others to promote equality and diversity in a non-discriminatory culture

- Support people who need assistance in exercising their rights
- Monitor and evaluate adherence to local chaperoning policies
- Act as a role model in the observance of equality and diversity good practice
- Accept the rights of individuals to choose their care providers, participate in care and refuse care
- Assist patients from marginalised groups to access quality care
- Undertake any training required in order to meet the needs of the practice

3. SPECIAL WORKING CONDITIONS

- The post-holder is required to travel independently between practice sites (where applicable), and to attend meetings etc hosted by other agencies. Adequate 'business' motor insurance is required.
- The post-holder will have contact with body fluids ie, wound exudates; urine etc while in clinical practice.

Jobholder's Signature:..... **Date:**.....

Line Managers Signature:..... **Date:**.....

Line Managers Name :

Position :

Planned review date for Job Description :

Personal Specification :
Advanced Nurse Practitioner : General Practice

ESSENTIAL	DESIRABLE	ASSESSMENT METHOD
Qualifications: <ul style="list-style-type: none"> Registered first level nurse MSc or equivalent Currently registered with the Nursing & Midwifery Council) Relevant nursing/health degree Clinical supervision training 	<ul style="list-style-type: none"> Independent prescribing qualification Teaching / Mentoring experience and /or qualification Long term conditions qualification 	Original certificates, NMC card & CV
Experience: <ul style="list-style-type: none"> Working autonomously in an advanced nursing role Audit Research 	<ul style="list-style-type: none"> Interpreting and implementing local and National policy agendas for health Working with community development initiatives Experience of working within primary care Experience of case management Nurse led triage 	CV & Interview
Skills: <ul style="list-style-type: none"> Clinical leadership skills Communication skills, both written and verbal Communication of difficult messages to patients and families Negotiation and conflict management skills Change management Teaching and mentorship in a clinical setting Resource management 	<ul style="list-style-type: none"> EMIS web 	
Knowledge : <ul style="list-style-type: none"> Advanced clinical practice skills Management of patients with long term condition Management of patients with complex needs Clinical examination skills Accountability of own role and other roles in a nurse-led service Local and national health policy Wider health economy Clinical governance issues in primary care 	<ul style="list-style-type: none"> Knowledge of public health issues Able to identify determinants on health in the area 	CV & Interview