

Role Profile

Role Title	Clinical Nurse Specialist in Dermatology with a special interest in Surgery which includes Micrographic Surgery service (MoHs) procedures
Purpose of the Role	The purpose of this role is to provide specialist nursing expertise on the management of general surgery in dermatology patients including patient's cohort with malignant melanoma needing MoHs procedure. The CNS would co-ordinate the transition from diagnosis to treatment of skin cancer. The role is key to support melanoma patients' requiring sentinel node biopsy and completion lymphadenectomy and advice on symptom control. The successful candidate will work as a key member of the multidisciplinary team providing a patient centred and quality service. He / she will work closely with dermatology consultants, GP's, primary care services throughout Ireland to ensure seamless integrated care.
Department/Directorate	MED Directorate, Department of Dermatology
Reports to:	Clinically: Dermatology Consultant lead & Nursing leads Operationally: CNM II & CNM III Professionally: ADoN
Grade	Clinical Nurse Manager II
Salary Scale	€48,089 - €56,852
Job Reference Number:	38625/17
Enquiries To:	Carolyn Treacy, CNM III, Phone: (01) 4103141, Email: cconroy@stjames.ie Sharon Slattery, ADoN, Phone: (01) 4103386, Email: sslattery@stjames.ie
Closing Date:	Sunday 12 th November 2017

Key Duties and Responsibilities

This Clinical Nurse Specialist is a registered nurse who has extensive experience and clinical expertise in Dermatology and wound care. The role will encompass a major clinical focus (direct & indirect) comprising of assessment, planning and delivery of patient care that is done in collaboration with medical and other healthcare professionals.

The management of patients with dermatologic conditions specialising in surgery. Dermatology conditions demand a broad range of professional skills and knowledge, as well as skills in communication, leadership, teaching, education, research and counselling. The CNS will have the expertise and specialist knowledge to incorporate these skills into practice and so develop standards of care that benefit the patient. In so doing, the CNS will embrace the five core concepts of the clinical nurse specialist role to ensure the provision of a high quality holistic service for the patients in need of the service, and to enhance the health

status of this patient population.

Clinical Focus

- To provide specialist knowledge, expertise and care to patients with dermatological conditions with focus on surgery. This will be at a higher level of autonomy and decision-making in patient management as defined by protocols.
- Delivery of care involves the management of surgical procedures including MoHs OPD services and nurse led clinics.
- To assess, plan, deliver, and evaluate care to patients and their families, in the inpatient and outpatient setting.
- To monitor patients on an ongoing basis, to evaluate outcomes and adjust nursing care practise to ensure optimum co-ordination and delivery of care.
- To evaluate and develop professional scope of practice through ongoing evaluation and monitoring of the role of the CNS.
- To coordinate and attend multidisciplinary meetings, case conferences and ward rounds
- To participate in team discussions regarding treatment needs as appropriate.
- Liaise with other disciplines involved with patient care such as clinical psychology, pain management plastic surgery dermatopathology, E.N.T., and maxillofacial surgery. There are also close ties with the relevant hospitals that provide oculoplastic services.
- Work with the multidisciplinary clinical team to meet the needs of patients and their families.
- Evaluate clinical problems in conjunction with the medical team; co-ordinate investigation, therapy and patient follow up.
- Formulate discharge plans, which ensure continuity of patient care by liaising with relevant professionals in the hospital and community.
- Contribute where appropriate in formulating or updating policies and procedures, which comply with agreed best practices.
- Demonstrate vision, innovation and flexibility in nursing practice.
- Maintain an advisory role to other nurses
- Communicate with relevant patient support organisations regarding patient issues
- Consult as necessary with Irish dermatology association and UK colleagues
- To work in collaboration with the community care and primary care services offering specialist advice and develop education programmes.

Patient/Client Advocate

- Ensure that regard is taken to the dignity, choices, self-esteem, well-being of patients and their relatives including end of life preferences.
- To ensure the provision of an efficient, effective and seamless transition from the paediatric setting in Our Lady's Children's Hospital to the adult setting in St James's Hospital for patients with other dermatology conditions where required.
- In collaboration with patients, take available opportunities to represent views of and negotiate on behalf of individual patients/patient groups at a multidisciplinary level and with other personnel or agencies as appropriate.
- Play a central role in directing patients to specialist advocacy services as appropriate.

Education and Training

- To provide a high level of professional and clinical leadership and to demonstrate innovative practice in the provision of care in line with the Scope of Professional Practice and service needs.
- To identify own professional development as well as in collaboration with lead

consultant

- Develop and facilitate education and support programmes, for patients and their families and professional staff.
- To participate in undergraduate and postgraduate nursing programmes as requested.
- Ensure patients and staff have access to relevant education material, and develop new material as required.
- Assist in training members of the multidisciplinary team in changes in practice in the delivery of care including the provision of ward based teaching.
- Use relevant educational opportunities to maintain the highest standard of care to dermatology patients.
- Raise awareness regarding the benefits of treatment through health promotion.
- Organisation and training of incoming staff medical, nursing and clerical.

Audit and Research

- Maintain awareness within the speciality of current developments of dermatology.
- To establish, implement and evaluate audit programmes of the service, the quality of patient care and the CNS current practice, in line with local and regional developments, to include monitoring and evaluation of educational and health promotion programmes as relevant.
- To identify areas of practice for evaluation and evaluate current practice and improved methods of care against current peer reviewed research findings. Disseminate research findings to Nursing colleagues, Nurse Managers and the multidisciplinary team.
- Use research findings to influence care within the speciality.
- Ensure that accurate documentation and record keeping is maintained.
- Maintain awareness of, and participate as appropriate in multidisciplinary research projects.
- Develop a system for recording clinical activity.
- Participate in maintenance of service databases as appropriate for the speciality and in line with the National Cancer Control Programme (NCCP).
- Provide updates of service reports to Nurse Manager and Consultants and produce an Annual report for the Hospital.
- Contributes to nursing research in dermatology.

Consultant

- Provide specialist knowledge, expertise and care in liaison with the multi-disciplinary team.
- Actively participate in the education and development of nurses and healthcare professionals in dermatological conditions on a hospital and community basis.
- To establish and standardise clear communication channels for referrals and consultations, inter and interdisciplinary.

****The above Role Profile is not intended to be a comprehensive list of all duties involved and consequently the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.**

****Should service demands change this post may be subject to rotation. The Occupational Therapy Manager reserves the right to rotate staff as and when appropriate.**

Academic/Professional Qualifications and/or relevant Experience

Required:

- Registered General Nurse by NMBI.
- 5 years post-registration experience in the acute hospital setting within the last 7 years.
- A minimum of two years' experience in the specialist area of Surgical Dermatology
- Experience in leading and coordinating nurse led Dermatology surgical clinics
- Formal recognised post-registration education relevant to the area of specialist practice at level 8 (higher Diploma or Honours degree) or above on the HQAI framework or a commitment to undertake within an agreed timeframe. **Candidates without the relevant post-grad course will be appointed as Clinical Nurse Manager II.**

Desirable:

- Agrees to undertake further study where necessary to improve patient care e.g. wound management course if not previously undertaken.
- Management experience
- Nurse Prescribing Certificate
- Skin surgery skills course

***Qualification from outside the Republic of Ireland must be validated by the Department of Health.**

Technical/Clinical Competencies

Required:

- IT skills
- Experience in teaching and assessing junior staff/nursing students

Desirable:

- N/A

SJH Behavioural Competencies

Competency <u>Required</u>	Level Required	The following " <u>Descriptors</u> " are a further clarification of the behaviour required. Candidates will be assessed in detail at the Interview Stage.
Competency <u>Desirable</u>	Level Required	Appropriate Descriptors
Leadership	2	<ul style="list-style-type: none">• Embraces organisational change initiatives, establishing structure/roles to support it• Is politically attuned, knows when and how to communicate with key stakeholders• Shows strong initiative; can work outside of standard protocol when necessary• Motivates and encourages others to achieve goals

Communication	2	<ul style="list-style-type: none"> Keeps key people informed, sharing information in a timely and open manner Supports ideas with appropriate research and information to persuade others Documents important/relevant communication.
Problem Solving and Decision Making	2	<ul style="list-style-type: none"> Consults with others to improve decision making Able to recognise early warning signs of potential problems and take pre-emptive action Able to act quickly to address urgent matters Accurately anticipates likely consequences of actions/decisions (both short and long term)
Quality Service	2	<ul style="list-style-type: none"> Shows resourcefulness, flexibility and initiative in difficult situations Utilises research and evidenced based practices when providing services Understands the role of multi-disciplinary teams for patient care. Understands and respects the rights of service-users.
Planning and organizing	2	<ul style="list-style-type: none"> Ensures most effective allocation and use of resources Manages competing and changing priorities Consistently plans ahead to meet important deadlines
Continuous Learning and Development	3	<ul style="list-style-type: none"> Is known as a clinical resource for others. Encourages investment in continuous learning; is a role model for others in this regard. Uses professional bodies to improve knowledge and resources Stays abreast of new technologies / research relevant to chosen field

Proficiency in the English language

A level of proficiency in the English language is a requirement of all roles within St. James's Hospital. Proficiency in spoken English is assessed during the interview process.

Particulars of Office

1. The appointment to this post will be Full Time, Permanent & Pensionable.
2. Annual Leave allowance is 25-28 days. Please note that annual leave allowances may be amended in line with directives from the Department of Public Expenditure and Reform in accordance with the Standardisation of annual leave and related allowances in the public sector.
3. The person appointed must not give less than one month's notice, in writing, of intention to resign.
4. Normal working hours will be 39.
5. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8.00am - 8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement.

General Conditions

1. The Hospital Board will not be responsible for the loss or theft of personal belongings.
2. Fire orders must be observed and staff must complete fire training every 2 years
3. All accidents within the department must be reported immediately.
4. In accordance with the "Safety, Health and Welfare at Work Act 2005", all staff must comply with all safety regulations.
5. St James Hospital is a smoke free Campus. Smoking is not permitted within the Hospital Buildings or on the grounds.

Confidentiality

In the course of your employment you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

Health:

A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

Infection Control & Hygiene

It is the responsibility of all staff across the hospital to ensure that infection control and hygiene standards are adhered to and maintained at all times.

Recruitment Process

- Approval to Hire (VAF process)
- Hiring Manager – Role Profile
- Advertising
- Application Process (Standard Application Form)
- Shortlisting of Candidates will be based on information provided in Standard Application Form
- Interview Process
- All applicants who move to the 2nd stage of the Selection process (i.e. post interview) will be subject to Reference Checking X 2, Self-Declaration, Garda Clearance and Occupational Health Screening (Questionnaire)
- All external successful candidates who take up appointment will be required to attend a 1 week Mandatory Induction Programme.

Application Procedure:

For External Applicants:

The Application Form is available under **Nursing Posts** section of Careers webpage.

Alternatively, please contact the Human Resources Directorate for an application form, Phone: (01) 416 2559 or Email: humanresources@stjames.ie.

Please note closing date **Sunday 12th November 2017** for receipt of **completed** application forms, C.V.s will not be accepted.

A panel may be formed from which future vacancies may be filled

St. James' Hospital is an Equal Opportunities Employer