



# ADVANCED COLORECTAL CLINICAL NURSE SPECIALIST

INFORMATION FOR CANDIDATES

## ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



# OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

## Our Vision:

“To provide excellent care for the communities we serve”

## Our Values:



## OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

## OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

# COLLEAGUE BENEFITS

## GENERAL

27 days annual leave entitlement at joining, increasing with length of service, plus 8 bank holidays

Flexible working policies

Generous maternity pay and 2 weeks full pay paternity leave

Colleague recognition scheme and long service awards

Option to buy and sell additional annual leave

Greener travel initiative, including cycle to work scheme and lift share

Childcare information and support available, including onsite nurseries

Discounted bus passes with Arriva

## FINANCIAL

Access to various local and national discounts via various external websites

- Blue Light Card
- Health Service
- Discounts NHS

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

## HEALTH AND WELLBEING

### PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

### PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

### HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

## LEARNING AND DEVELOPMENT

### COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

### LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

### ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

### APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



## JOB DESCRIPTION

<b>Job Title</b>	<b>Advanced Clinical Nurse Specialist Colorectal</b>
<b>Band</b>	<b>8a</b>
<b>Directorate</b>	<b>Surgery, Anaesthetics and Cancer</b>
<b>Accountable to</b>	<b>Divisional Director of Nursing</b>
<b>DBS Required?</b>	<b>Yes</b>

## JOB OVERVIEW

The main purpose of this role is to provide clinical leadership, service provision and education in colorectal cancer diagnostics. The post holder will lead, working alongside the clinical and operational teams, a colorectal diagnostic service supporting new ways of working to meet national targets and standards. They will role model and provide supervision in delivering expert patient care both assessing patients presenting with suspected cancer and supporting patients through their pathway. The post holder will have opportunities to be involved with specialist clinics acting autonomously within agreed boundaries in keeping with recognised competencies acquired during continuing professional development. The post holder will contribute to the ongoing development of clinical practice, research and excellent standards of care within the service in collaboration with multidisciplinary colleagues; always ensuring the safety and wellbeing of service users, and always working in a manner that promotes dignity and human rights through the adoption of person-centred care principles.

In partnership with members of the multidisciplinary team the post holder will implement a seamless accelerated colorectal diagnostic service, ensuring that patients receive the highest standard of clinical care. Being part of this specialist team, the colorectal specialist nurse/practitioner will demonstrate a high level of expertise within the specialist service, providing specialist advice, education, clinical care and support to health care professionals and patients. The post holder will actively undertake research (Triomic Trial) and clinical audits and within the specialist area. The post holder will be responsible for contributing to the ongoing development of clinical practice, research and standards of care within the service, raising the profile of colorectal cancer diagnostics in the Trust locally, nationally and internationally. They will have designated responsibility for the development of policies, protocols and guidelines and contribute to service developments in collaboration with multidisciplinary colleagues; always ensuring the safety and wellbeing of service users, and always working in a manner that promotes dignity and human rights through the adoption of person-centred care principles. The postholder will also work with the Colorectal Nurse Consultant to CNS develop and deliver education programs for junior specialist nurses in the department.

The primary purpose of this post is to provide care to patients involving, assessment, examination, diagnosis and treatment to an advanced level within the specialty of colorectal nursing. This must include engagement, consultation and negotiation with patients at the centre of care. Advanced clinical practice is a level of practice characterized by a high degree of autonomy and complex decision making. This is underpinned by a master's level award or equivalent that encompasses the four practice pillars of clinical practice, leadership and management, education and research/ Quality Improvement (QI), with demonstration of core capabilities and area specific clinical competence.

Advanced clinical practice involves the ability to manage clinical care in partnership with individuals, families and carers. It includes the analysis and synthesis of complex problems across a range of settings, enabling innovative shared solutions to enhance people's experience and improve outcomes. This definition therefore requires that health and care professionals working at the level of advanced clinical practice will exercise autonomy and decision making in a context of complexity, uncertainty and varying levels of risk, holding accountability for their decisions.

They will also have a Level 7 award at Post Graduate Diploma (PgDip) or full Masters (MSc) in Advanced Clinical Practice, with an approved Higher Education Institute (HEI). The Trust may recognise and accredit prior learning and practice depending on the currency and quality of the evidence within the four pillars of Advanced Clinical Practice in support of equivalence. If required of the role (specified in the role outline) the Advanced Clinical Practitioner (ACP) will have the appropriate Royal College ACP credential. In addition they will be required to undertake Good Clinical Practice (GCP) training to support the research delivery of this role.

### **Duties and Responsibilities Clinical Practice**

1. Practice in accordance with the respective code of professional conduct and within designated scope of practice, responsible and accountable for own decisions, actions and omissions at this level of practice.
2. Demonstrate a critical understanding and adhere to the defined boundaries of advanced practice in this role.
3. Demonstrates highly developed knowledge within the specialism of colorectal disease, and in particular cancer; actively integrating theoretical and experiential knowledge in delivering diagnostic pathways.
4. Uses advanced analytical and judgement skills to collate, assess and interpret clinical information to direct the patient on the appropriate diagnostic and treatment pathway protocol.
5. Be a source of expert opinion for other staff across professional boundaries.

6. Have interpersonal skills that encourage patients and carers active participation in their care. Have advanced verbal and non-verbal communication skills. Be able to receive and disseminate complex clinical information sensitively in all professional contexts, adapting to cultural and socioeconomic complexity.
7. To use highly advanced communication skills in supporting patients throughout the diagnostic pathway; using advanced clinical assessment skills to ensure all relevant clinical information is available to the multi-disciplinary team.
8. To initiate, evaluate and modify a range of interventions which may include prescribing medicines advanced treatments and investigations.
9. To undertake the role of non-medical prescriber within the colorectal service and prescribe in line with agreed formularies, non-medical Prescribing Policy and NMC guidance.
10. Be able to exercise professional judgement to manage risk when uncertainty and complexity may be present and support teams to do likewise.
11. To network and work collaboratively with multi-agency and multi-professional groups to develop; maintaining and evaluating links to manage risk and issues across the wider health economy.
12. To act as a clinical role model / advocate for developing and delivering care that is responsive to changing requirements. This will include colorectal cancer and stoma care within a colorectal specialist nursing service.
13. To be responsible for ordering investigations as appropriate and provide treatment and care both individually, as part of a team, and through referral to other agencies.
14. Will have the authority to admit or discharge patients from their caseload and refer patients to other health care providers as appropriate if this is within the scope of practice.
15. To evidence the underpinning subject-specific competencies to demonstrate capabilities that are appropriate to the individual, role setting and scope.
16. Undertake complaint investigations relating to patient care, leading the development of action plans to address area(s) of concern, identify learning and propose change to practice.
17. To have the knowledge and capability to appropriately apply national guidelines and legislation relating to health and social care to local service provision
18. To demonstrate effective communication skills, supporting people in making decisions, planning care or seeking to make positive changes using HEE's framework to promote person centred approach in health and care.
19. To work in partnership with clinicians across the Trust, ICS and Network in the development of clinical pathways and guidelines.

### **Leadership and Management**

1. To contribute to the Trust's, Directorates and Teams Clinical Governance and Quality assurance programmes, setting and monitoring practice standards, jointly developing guidelines, protocols and innovative solutions with the service and in liaison with interdisciplinary colleagues.
2. To lead and manage staff within the service, providing effective guidance, supervision, mentorship and performance management at an advanced level.
3. To work in close partnership with the appropriate Clinical Leads and Service Managers to ensure relevant national initiatives and targets in relation to specialty are met.

4. To inform the service of changes in clinical practice which may influence service delivery, business planning and strategic reviews to support the delivery of meeting agreed objectives.
5. To critically apply clinical expertise in appropriate facilitatory ways to provide consultancy across professional and service boundaries.
6. To influence clinical reasoning and decision making to enhance quality, reduce unwarranted variation and promote the sharing and adoption of best practice.
7. To pro-actively initiate and develop effective relationships, fostering clarity of roles within teams across the Trust and wider health economy to encourage effective and efficient services.
8. To evaluate own practice and participate in multi-professional team and service evaluation, demonstrating the impact of advanced practice on service function, effectiveness and quality, i.e. outcomes, experience and safety.
9. To actively engage in peer review to inform own and other's practice. The practitioner will have the capability to be able to, formulate and implement strategies to act on learning and make improvements.
10. To lead new practice and service redesign solutions within a quality improvement (QI) framework in response to feedback, evaluation, need and current evidence, working across boundaries.
11. To actively seek feedback, involvement and engagement with patients, carers, their families, service users and colleagues in the co-production of service improvements.
12. To demonstrate team leadership, resilience and determination, managing situations that are unfamiliar, complex or unpredictable.
13. To continue to develop practice in response to changing population health needs and engaging in thinking of the future e.g. impact of genomics and new treatments.
14. To constructively challenge others, escalating concerns that may affect patients, carers, and colleague's safety and well-being.
15. To actively participate, plan or lead working groups proposing policy changes which may have when appropriate, a broad application across other departments and disciplines as an integral part of the job.
16. To line manage members of the team where appropriate ensuring regular mentorship, supervision and effective performance reviews are conducted. To have and demonstrate a knowledge of budget management.
17. To utilise advanced communication skills acting as a prime educator of other staff on own area of clinical expertise and on the role and scope of the service.

## **Education**

1. To critically assess and address own learning needs, developing a personal development plan that reflects the breadth of ongoing professional development across the four pillars of advanced clinical practice.
2. To engage in own supervision, mentorship and performance review to continually demonstrate learning and development in the advanced role.
3. To engage in self-directed learning at an advanced level, critically reflecting to maximise clinical skills and knowledge as well as own potential to lead and develop care and services.



4. To advocate for and contribute to a culture of organisational learning to inspire future and existing staff.
5. To support the team to build capacity and capability through work based learning and inter-professional learning.
6. To act as a role model, educator, supervisor, coach and mentor seeking to instill and develop confidence and capability in others.
7. To teach / deliver core or specialist training to the multi-professional workforce. To maintain clinical excellence in all aspects of care for this group of children and their families by attending specialist training course and/or conferences/meetings
8. To attend regional, national and international meetings to ensure up to date evidence based knowledge and expert clinical practice reflect on learning outcomes and implementing required changes when appropriate.
9. To be a member of professional organisations related to colorectal specialist groups.

### **Research and Quality Improvement (QI)**

1. To clinically engage in research/ QI activity, adhering to good research/ QI practice guidance, so that evidenced based strategies are developed and implemented to enhance quality, safety, productivity and efficiency.
2. To evaluate and audit own and other's clinical practice.
3. To critically appraise and synthesize the outcome of relevant research and QI evaluations using the results to underpin own practice and to inform that of others.
4. To adopt a critical approach to identify gaps in the evidence base, alerting appropriate individuals and organisations to these and how they might be addressed.
5. To identify potential need for further research/ QI to strengthen evidence base.
6. To develop and implement robust governance systems and systematic documentation processes.
7. To disseminate best practice research findings and quality improvement projects through appropriate media, e.g. presentations, peer review, publications.
8. To facilitate links between clinical practice and research through proactive engagement and networking.

### **Professional Accountability**

1. To comply with all Trust policies and procedures.
2. To demonstrate and role model Trust Values and Behaviours at all times.
3. To act in accordance with the Nursing and Midwifery Council (NMC) or Health and Care Professions Council (HCPC) or General Pharmaceutical Council (GPhC) code of professional conduct and other Trust, professional and statutory guidance, policies and rules.
4. To make professionally autonomous decisions, for which they are accountable.
5. Responsible for own professional development and clinical/managerial update.
6. To undertake any other duties commensurate with the grade as directed.
7. The practitioner is responsible for the safe use of expensive or highly complex equipment, where appropriate to the role. For example; Endoscopes, Ultrasound, Mechanical Ventilation Devices.



## PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally

# QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• RN1 or RN12 Registered Nurse</li> <li>• BSc/1st Degree or equivalent</li> <li>• Masters Degree, or equivalent experience</li> <li>• Have successfully completed an advanced assessment module/ course approved by HEI</li> <li>• Specialist Level 7 (masters) in Colorectal Nursing, e.g cancer, stoma care</li> <li>• Mentorship Course or Equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Be an independent prescriber according to the Trusts non- medical prescribing policy</li> <li>• Teaching Qualification</li> </ul>

# EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Extensive experience with colorectal cancer assessment and nursing care treatments</li> <li>• Evidence of continuing professional development</li> <li>• Experience &amp; Knowledge of audit, research and evidence based care</li> <li>• Proven evidence of management / leadership skills and autonomous practice</li> <li>• Previous experience of nursing student supervision and clinical education at undergraduate level</li> <li>• Ability to use skills of history taking and physical assessment to direct patient care</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of project management</li> <li>• Experience of Quality Improvement Projects / Change Management</li> </ul>

# SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Up to date knowledge of current clinical and professional issues</li> <li>• Experience of resource / budget management</li> <li>• Knowledge of quality standards &amp; NICE recommendations/NSF</li> <li>• Proven listening / counselling skills</li> <li>• Time management and organisation skills</li> <li>• Experience in patient advocacy</li> <li>• Ability to conduct &amp; evaluate own projects</li> <li>• successfully</li> <li>• Demonstrate and understanding of the National agenda for speciality</li> <li>• Ability to critically analyse data and IT Skills</li> </ul>	

## GENERAL CONDITIONS

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

## HEALTH & SAFETY

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

# INFECTION PREVENTION AND CONTROL (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

# INFORMATION GOVERNANCE

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

- Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.
- Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

# PROFESSIONAL STANDARDS AND PERFORMANCE REVIEW

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

# SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

We all have a personal and a professional responsibility within the Trust to identify and report abuse.

As an employee of the Trust, you have a responsibility to ensure that:

- you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines
- you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role

# SOCIAL RESPONSIBILITY

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

# CONTINUOUS IMPROVEMENT

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

# EQUAL OPPORTUNITIES AND DIVERSITY

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

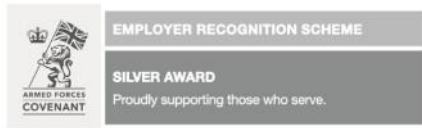
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

# NO SMOKING POLICY

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

# MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.







## The Royal Shrewsbury Hospital

Telephone: 01743 261000

Minicom: 01743 261213

Address:

The Royal Shrewsbury Hospital

Mytton Oak Road

Shrewsbury

SY3 8XQ

[Getting to The Royal Shrewsbury Hospital](#)

## The Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

[Getting to The Princess Royal Hospital](#)