



INFLAMMATORY BOWEL DISEASE BIOLOGICS 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

Job Title	
Band	
Directorate	
Accountable to	
DBS Required?	

JOB OVERVIEW

1. Post Purpose

The post holder will:

Management responsibility for the IBD infusion service

Provide expert clinical practice within this speciality, assisting in the delivery of high-quality Inflammatory Bowel Disease (IBD) services throughout the Trust.

Collaborate with other clinical colleagues to provide expert care, treatment, and support for this patient group.

Contribute to advancing the body of knowledge through education, research, and audit, as well as developing practice.

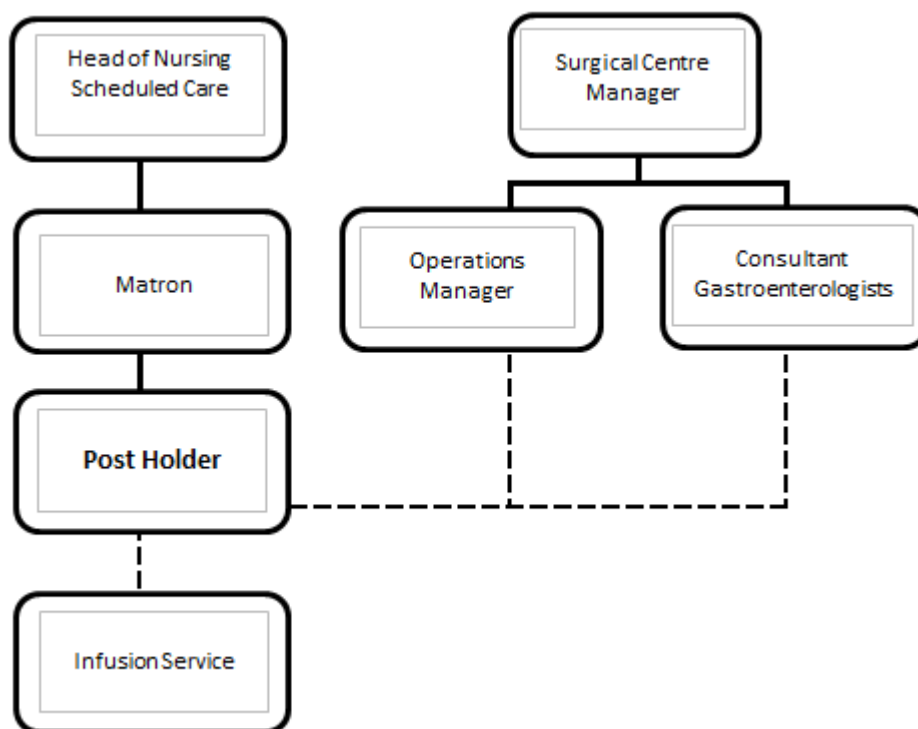
Play a key role within the multidisciplinary team to ensure a seamless, co-ordinated, and timely approach to care.

Act as a clinical and professional resource to the multi-disciplinary team, patients, and carers.

Be the key worker to provide a link during transition between child and adult care.

Assist in the development of a specialist inflammatory bowel disease service to prevent unnecessary admissions, support in-patient care, and enhance early effective discharge.

2. Organisational position:



Key working relationships

- Lead gastroenterology consultant.
- IBD gastroenterologists
- Other IBD Nurse Specialists
- Matron
- IBD Infusion Service Team
- Dietician
- Pharmacy
- Operational Management Team
- Ward Staff
- Patient Experience Representatives and IBD patient panel

3. Main duties and responsibilities:

Responsibility for patients / clients/ service users

- A clinical expert required to work autonomously exercising high levels of judgement, discretion and decision making in clinical care, monitoring and improving standards of care through clinical audit, leading the development of practice through research, teaching and the support of professional colleagues.
- Provide comprehensive assessment of patient needs in early detection of IBD.
- Perform Advanced Clinical skills in assessment and / or diagnosis and treatment for IBD patients analyse data and results.
- Enable and assess patients for their suitability for treatment and participate in mdt discussion as the patients advocate. This will include presenting and discussing patients' complex needs and planning treatment options appreciating the patient's quality of life. This includes post mdt discussion with the patient regarding treatment options to provide complex data using support aids to enable them to make shared decisions regarding their care.
- Liaise and work closely with all members of the multidisciplinary team, gastroenterology wards and departments, outpatient departments and community teams as well as with consultant physicians, GP's and other care providers. Acting as first point of contact maintaining and forging links between primary and secondary care teams so ensuring a high-quality collaborative approach to patient care.
- To liaise with the paediatric Gastroenterology specialist nurse to facilitate the transition of adolescents on biologics to the adult infusion service.
- Working within defined parameters, liaising effectively with patients, carers, GPs, Consultants, and other appropriate members of the multidisciplinary team both pre and post discharge to and from hospital.
- Involve patients and carers / relatives to clinical judgement to plan, implement and evaluate care for patients with inflammatory bowel disease.
- To provide, develop and manage nurse-led specialist IBD clinics and telephone advice line for patients with IBD, identifying problems and initiating treatment pathways in line with local and national guidelines.
- To manage own caseload of patients within defined parameters, providing specialist intervention, care, and support.
- To arrange admission and discharge of IBD patients utilising supporting protocol.
- Monitor investigation results, initiating further assessment / review of treatment pathways as required.
- Pre assess, monitor, counsel and manage patients on treatment, including patients requiring immunosuppressant therapy, biologics.
- To assist with the delivery of specialist treatments/procedures, e.g., IV infusions and injections, Homecare prescriptions, venepuncture, cannulation as necessary.
- To actively facilitate the patient's journey, ensuring timely and appropriate referral of patients to other disciplines, when necessary, both in the in-patient and out-patient settings
- Progress the development and interaction of the IBD patient panel, encouraging patients and carers to be involved with the service.
- To deal with referrals about patients with IBD from members of the Gastroenterology teams and primary care teams, both medical and nursing.
- To participate in the multidisciplinary team meetings and virtual biologics MDT meetings.
- Practice as a registered non-medical prescriber according to NMC standards of practice and Trust non-medical prescribing policy.

- Offering specialist emotional, psychological, and practical support to the patients and family, referring patients for appropriate dietetics and psychological advice. To include support to patients with complex physical and psychological related problems.
- Ensuring that all communication, (which may be complex, contentious, or sensitive) is undertaken in a responsive and inclusive manner, focussing on improvements and ways to move forward.
- Ensuring all communication is presented appropriately to the different recipients, according to levels of understanding, type of communication being imparted and possible barriers such as language, culture, understanding or physical or mental conditions.
- Participate in multidisciplinary case reviews and clinical teaching.
- Triage clinical calls from hospital and community teams effectively prioritising clinical tasks that are required.
- To act as a point of contact for professional and specialist clinical advice, supporting nursing/ medical staff in caring for patients both in an in-patient and community setting.

Responsibility for human resources financial and or physical resources

- To lead the review and re-design of patient pathways and services to ensure that these meet the changing needs of patients whilst optimising resources.
- In conjunction with matron, support and liaise with the Infusion Nurses ensuring that they are working within recommended IBD guidelines.
- Working closely with fellow IBD nurses supporting one another to provide a seamless service.
- Working closely with Pharmacy and other Allied Healthcare workers to ensure best use of resources in line with National guidance.
- To assist the ward nursing team, in organising and planning the service and patient priorities.
- Following consultant guidance; applying for funding for high-cost medicines.
- Liaise with operation managers regarding budgeting of high-cost medicines and service delivery.

Responsibility for Implementation of policy and / or service Developments

- Provide expert advice working collaboratively with clinical colleagues to develop services and ensure that quality of care is delivered in line with National guidance.
- To be the lead nurse to educate infusion nurses, ward staff, patients and carers around biologics treatments including side effects, administration, monitoring and provision.
- To contribute to the development, implementation and promotion of policies, protocols, and guidelines for managing patients with IBD in collaboration with other health care professionals.
- To perform patient satisfaction surveys to ensure that the service is assessed and monitored regularly. Provide feedback and ensure that service deficiencies are identified and managed appropriately to effect change.
- Participate in the running of clinical trials under the guidance of the Matron and Gastroenterologists
- Monitor and evaluate patients recruited to clinical trials.
- Provide support and advice to patients in the trial.

- Promote effective communication and liaison with the multidisciplinary team, primary care and the Clinical Research Organisation.
- Demonstrate understanding of and Demonstrate awareness and understanding of research and development policies.
- Show commitment to clinical excellence and maintain standard of practice.
- Carry out regular audit and review of the inflammatory bowel disease service and produce outcomes in an annual report ensuring user involvement.
- To ensure the service is evidence based, through regular literature review and updating Trust guidelines accordingly.
- To develop nursing research skills and contribute to the development of nursing research within the specialty.
- The post holder must exercise initiative and discretion in accordance with the Data Protection Act (1998) and local Trust policies. The post holder will be expected to establish and maintain effective communication and working relationships.
- Complex Planning and organising
- Caring for a group of patients with complex needs in a service where demands may change on a daily basis. Must be adaptable to plan and organise to meet the demands of the service.

Management/Leadership responsibilities

- Exercise strong and effective leadership acting as an exemplary role model for the infusion team.
- Maintain adequate staff cover and skill mix on the infusion unit through effective use of staffing rotas.
- Ensure staff compliance with mandatory training and maintain current records.
- Responds within appropriate timeframes to patient complaints and concerns and ensure outcomes and action plans are implemented and monitored.
- In collaboration with the matron, implement the Trust grievance/disciplinary policy with the aim of ensuring early identification of performance issues.
- Monitor and manage staff sickness/absence following the Trust guidelines and liaise with the Matron, as necessary.
- Participate in recruitment and selection of staff within the nursing team ensuring appropriate policies are adhered to.
- Monitor performance of staff ensuring that learning needs are identified through personal development plans, appraisal systems and supervised practice.

Responsibility for administration

- To document all care given using the Trust guidelines.
- To ensure the Trust IBD registry is up to date.
- Demonstrate competent I.T. skills.
- Provide accurate record keeping of Case Records
- To be proficient at using all hospital IT software packages, e.g. SEMA, Clinical Portal etc.



PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • RGN level 1 • Specialist Inflammatory Bowel Disease or equivalent relevant experience • Educated to degree level or equivalent experience. 	<ul style="list-style-type: none"> • Specialist Inflammatory Bowel Disease Course E.g. Gastroenterology (Essential for band 7) • Advanced physical assessment skills and course • Non-medical prescribing course • Educated to or willing to working towards master's level. • Teaching and assessing qualification. • Leadership qualification

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Post-registration experience within the speciality or equivalent experience • Putting patients first • Self-motivated with an ability to motivate others. • Approachable • Flexible and adaptable • Treats everyone with respect, dignity and compassion • Proven relevant experience within the gastroenterology service in relation to IBD. • An awareness and understanding of national and local issues relevant to speciality. • To share and demonstrate Trust Values • Positive attitude to change with a proven ability to assist in the implementation of change and practice development. • Evidence of effective leadership skills. • Evidence of managing a change. 	<ul style="list-style-type: none"> • Involvement in Nursing audit and Research • Experience of working within a multidisciplinary team caring for patients with inflammatory bowel disease needs • Advanced clinical skills, knowledge and experience related to IBD. • Experience in teaching and training. • Experience of developing policies / protocols (Essential for band 7) • Experience in research. • Experience participating in clinical audit. • Advanced clinical skills, knowledge and experience related to IBD. • Experience of developing policies / protocols

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Knowledge of current initiatives and developments related to speciality • Ability to organise, plan and prioritise workload to meet deadlines. • Ability to work collaboratively in an MDT. • Problem solving and managing conflict skills. • Ability to work and communicate effectively within a multidisciplinary team setting within and outside the Trust. • Excellent communication and interpersonal skills • Excellent time management skills • Sound IT skills. Awareness of professional and personal limitations. • Cannulation and venepuncture • Analyse complex data and results • Complex planning and organising of the service and patient care 	<ul style="list-style-type: none"> • Knowledge of performance measures relating to the speciality • Report writing and presentation skills. • Skills in service redesign • Microsoft office PC and SEMA Pas skills.

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Ability to work across both Trust sites • Ability to work flexibly to meet service needs. 	

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 AND CYBER SECURITY

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

The Trust is a no smoking/e-cigarette/vaping organisation except for designated external areas, in accordance with Trust Policy.

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.





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