

JOB DESCRIPTION



Title: Long Term Conditions Nurse with Respiratory skills
All Practice Partners & Nurse Co-ordinator (clinically)
Responsible To: Practice/ Business Manager (administratively)

Job Summary:

- To undertake the routine assessment of patients with a long term condition and provide clinical management in line with national/ local guidelines and in liaison with medical colleagues.
- To provide a high standard of nursing care in adherence to Practice policies, protocols and guidelines at all times, and ensure maintenance of current clinical knowledge in relation to relevant chronic disease along with treatment room skills.
- The role of the LTC nurse needs to be flexible in line with the present atmosphere for change within the health service delivery. It is essential that the nurse will work within own level of competency and expand her/his role in accordance with practice requirements and own scope of practice.

Job Responsibilities:

- To have a high level of understanding of Long term conditions in relation to either Vascular (Diabetes/ CHD) or Respiratory (Asthma/ COPD) and to have undertaken the relevant educational courses to ensure effective competency within the role (minimum level 5/diploma level training).
- To provide a holistic approach to patient assessment and clinical management within own LTC clinics.
- To work with other health care professionals in the planning, implementation and evaluation of care in relation to long-term conditions.
- To support patients in adherence to prescribed treatments and actively encourage patients to set action plans for change of lifestyle to improve conditions.
- To be competent in the undertaking of any relevant investigatory tests ie Spirometry, peak flow, blood tests and/ or understand the results of investigations to be able to diagnose or to manage condition.
- To provide patients and carers with psychological support by discussing relevant intervention and treatment. Providing information on local support networks available.
- To provide patient education in the use of relevant devices needed for their condition, ensure competency and compliance.
- The post holder should work in accordance with the NMC Code of Conduct and Scope of Practice within own level of clinical competency, referring onto medical colleague or other health care professional as appropriate.
- The undertaking of medication reviews within the realms of the LTC nurses competence and the NMC Code of Conduct and referral to patients GP where appropriate.
- To participate in developments within the practice and support QOF requirements.
- To attend regular educational updates/ refreshers to maintain current clinical knowledge

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and manage conditions in line with relevant national and local guidelines.

- To maintain clinical skills to be able to provide a full range of treatment room duties and assist with routine nursing tasks related to patient care, as directed and agreed with senior nursing staff / GP's.
- To maintain effective infection control measures in line with local guidelines and practice policy.
- To be able to recognise and manage anaphylaxis, according to the current UK Resuscitation Council guidelines.
- To be able to perform Cardio-pulmonary resuscitation and the correct use of Automated Defibrillator following training, according to the current UK Resuscitation Council guidelines.
- Ensure safe storage, rotation and disposal of vaccines and medication. Assist in the completion of monthly stock take and support the cost-effective use of disposable items.

Administrative and Professional Responsibilities;

- Maintain confidentiality as per NMC Code of Conduct.
- Ensure accurate notes of all consultations and treatments are recorded in the patient's notes and on computers, as per NMC guidelines.
- Ensure accurate completion of all necessary documentation associated with patient health care and registration with the practice.
- To have a good understanding of QOF requirements and support the Practice in its data collection to achieve all relevant targets.
- Assist with the development of practice protocols.
- Attend and participate in practice meetings as required.
- Awareness of statutory protection procedures including referral and recognition of signs and symptoms of child abuse.
- Awareness of referral mechanisms for mental health issues, family violence, vulnerable adults and addictive behaviours.
- Actively take part in mandatory and internal\external training as requested.
- Be aware of government guidelines in relation to confidentiality, clinical information etc.
- Adhere to and follow all policies and protocols as listed in the Staff Handbook and contract.

Diabetes;

- All nurses treating Diabetic patients should have completed appropriate nationally recognised Diabetes training (minimum Level 5/Diploma level) and be clinically competent to manage the condition.
- To support patients in their management of diabetes and to maintain good diabetic control.
- Nurses should undertake opportunistic screening for the diagnosis of diabetes
- Nurses who undertake Diabetic reviews, within a LTC Clinic should attend regular education updates and are expected to work within the level of their own competence.
- To have a good understanding of the practice's QOF requirements in relation to Diabetes.
- To work within the boundaries of their own scope of practice and local and national guidelines.

Asthma;

- All nurses treating patients for their Asthma to have completed appropriate nationally recognised Asthma training (minimum level 5/Diploma level) and be clinically competent to manage the condition.
- Nurses who undertake Asthma reviews, within a LTC Clinic should attend regular education updates and are expected to work within the level of their own competence.
- To Work within the realms of BTS/SIGN & NICE Guidelines and local guidelines

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- Be able to use appropriate tools to diagnose Asthma correctly.
- Manage acute exacerbations and refer where appropriate.
- Advise patients on their asthma control and use self-management plans.
- Demonstrate competence in inhaler knowledge and ability to teach correct use of inhalers, spacers and peak flow meters.
- Have a good understanding of stepping up/down treatment and implement changes in accordance with BTS/SIGN & NICE Guidance.
- To have a good understanding of the practice's QOF requirements in relation to Asthma

COPD;

- All nurses treating patients for their COPD to have completed nationally recognised training in COPD (minimum level 5/Diploma level) and be clinically competent to manage the condition.
- Nurses who undertake COPD reviews, within a LTC Clinic should attend regular education updates and are expected to work within the level of their own competence.
- Work within the realms of BTS/SIGN , NICE & GOLD Guidelines as well as local guidelines
- To be competent in the use of a Spirometer to aid in the diagnosis and management of COPD. (ARTP registered or working towards this if undertaking diagnostic spirometry).
- Initiate treatments that may reduce exacerbations.
- Manage exacerbations and refer where appropriate.
- Teach correct use of inhalers, spacers and peak flow meters.
- To have a good understanding of the practice's QOF requirements in relation to COPD

Cardiovascular Disease;

- All nurses treating patients for their Coronary Heart Disease to have completed appropriate BHF Course (min level 5) and be clinically competent to manage the condition.
- Nurses who undertake CHD reviews, within a LTC Clinic should attend regular education updates and are expected to work within the level of their own competence.
- To work within the boundaries of their own scope of practice and local and national guidelines.
- Advise patients on lifestyle management and drug compliance reducing the risk factors of hypertension, angina, myocardial infarction and stroke.
- Work with patients to set action plans for change of lifestyle.
- Provide psychological support by discussing interventions and treatments.
- To have a good understanding of the practice's QOF requirements in relation to CHD.

Confidentiality:

- As per both Government legislation and Practice policies ensure that all confidentiality, data protection and information governance policies and guidelines are followed and strictly adhered to, reporting any infringements to the Patient Service Manager's Office immediately.

Health & Safety:

- The post-holder will assist the surgery H&S lead in promoting and maintaining their own and others' health, safety and security as defined in the Practice Health & Safety Policy and related Risk Assessments.

Equality and Diversity:

- The post-holder will support the equality, diversity and rights of patients, carers and colleagues in line with Practice Policies.

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Research Projects;

- Co-operate and participate as required in research projects within the practice.

Professional Development;

- Maintain continued education by attendance of courses and study days as deemed useful or necessary for professional development and practice needs.
- Attend annual cardio-pulmonary resuscitation and anaphylaxis updates.

IT;

- Commitment to the use of IT, data entry, read coding and targets etc as required by the practice.

Any other delegated duties considered appropriate to the post

Special requirements of the post:

1. Registered general nurse
2. Membership of a professional body
3. Full indemnity insurance via RCN or MDU
4. To engage in clinical supervision and appraisal

Person Specification		
	Essential	Desirable
Qualifications Basic Postgraduate	<ul style="list-style-type: none"> • Registered General Nurse(NMC registered) • Chronic Disease Management Qualification (minimum Level 5) 	<ul style="list-style-type: none"> • Post Grad Diploma or Degree relating to Primary Care. • Independent Nurse Prescriber
Experience	<ul style="list-style-type: none"> • Current Registration with NMC • Post graduate experience in one or more areas of chronic disease. • Evidence of working autonomously and as part of a team • Experience of nurse-led management of long term conditions • Proven ability to evaluate the safety and effectiveness of their own clinical practice. 	<ul style="list-style-type: none"> • Preferably experience of working as a practice nurse / community nurse • Teaching/Mentoring experience • Audit skills
Ability/ Knowledge	<ul style="list-style-type: none"> • Understanding and knowledge of policy developments related to the delivery of primary care services including General Practice, the GMS/PMS contract, Clinical Governance, Quality & 	<ul style="list-style-type: none"> • Knowledge of a variety of chronic diseases • To be able to prescribe independently

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	<p>Outcomes Framework.</p> <ul style="list-style-type: none"> • Understanding of systems to gain an understanding of the health needs of the Practice population as they relate to primary care. • Understanding of evidence based practice. • Knowledge of national standards that inform practice (eg National Service Frameworks, NICE guidelines etc). <p>Understanding of their accountability arising from the NMC Code of Professional Conduct (2004) and medico-legal aspects of the Nurse Practitioner role.</p>	
<p>Clinical Skills</p>	<ul style="list-style-type: none"> • Ability to assess and manage patient risk effectively and safely. • Excellent interpersonal, verbal and written communication skills. • Reflective practitioner. • Time management and ability to prioritise workload. • Team player and ability to work across boundaries • Able to analyse data and information, drawing out implications for the individual patient/impact on care plan. • Able to establish and maintain effective communication pathways within the Multi-Disciplinary Team. 	