

Example Job description for Advanced Practice role

Trust/Board/Organisation

Job Description

Post: Advanced Practitioner/Advanced Clinical Practitioner

Department:

Grade: Band 8a

Hours: Part/full time

Responsible to: Clinical Lead

Liaises with: Patients/families/carers; Clinical Service Lead; Divisional/general managers; Consultant medical/surgical team; Medical Director; Risk management; ward/Dept clinical teams; Multidisciplinary team; students; Community health and social care teams; GPs; Higher Education Institutes (HEIs), Research and Development Dept.; Clinical audit; Clinical Governance Teams.

Responsible for: Trainee Advanced Practitioner / Advanced Clinical Practitioner

Work base:

Job purpose:

The post holder will exercise advanced clinical expertise, levels of judgement, discretion and decision making in clinical care demonstrated through the organisation's advanced competency framework whilst maintaining a professional portfolio.

The post holder will provide advanced clinical skills and advice demonstrating a sound understanding of the issues related to identification, assessment, diagnosis, treatment and management of the client group. This includes the ability to interpret and manage highly complex, sensitive or contentious information.

The post holder will deal with complex facts and situations that may require advanced level of analysis, interpretation whilst comparing all the options.

The post holder will monitor and lead service improvements to standards of care through research and audit.

The post holder will contribute to Clinical Governance within the service by leading on audit and research as part of the Multidisciplinary Team (MDT) within the area of expertise.

The post holder will be responsible for review, design and implementation of policies and guidance to ensure effective service provision/development. This will include initiating and supporting the education and training of relevant stakeholders.

Main Duties and Responsibilities

Clinical practice

The post holder will

1. Assess, diagnose, plan, implement and review programmes of evidenced based care for the complex client group.

- Utilise advanced clinical reasoning skills, provide advanced assessment techniques to screen for red flags indicators.
- Formulate a clinical diagnosis on the findings of an advanced assessment for a complex group of patients.
- Set appropriate treatment aims and objectives with patients.
- Competently plan and carry out realistic programmes of investigation and treatment using best practice based on best evidence.
- Re-evaluate programmes of treatment accordingly to assess impact and outcome.
- Relate findings to presenting pathology.
- Undertake advanced skills appropriate to the role, ensuring clinical competencies are maintained in accordance with the organisation framework for Advanced Practice.
- Provide advice, information and support to Trust/Board/organisation staff caring for specific client groups.
- Provide advanced knowledge, advice and support to client groups.
- Identify local, demographic, cultural and environmental factors that influence the health and quality of life for a client group with complex needs.
- Contribute to the coordination and effective management of the admission and discharge process.
- Incorporate Advanced Practice, in line with the Advanced Clinical Practice framework of the organisation and Health and Care Professions Council(HCPC)
- Ensure that Safeguarding legislation is adhered to within own practice and service.
- Lead on the development and implementation of/evaluate policies/guidelines/protocols for Advanced Clinical Practice and take responsibility for updating and monitoring policies/guidelines/protocols specific areas of expertise.

2. Demonstrate a visible clinical profile, providing expert advice and demonstrating high levels of clinical competence in the delivery of patient care as directed by the Clinical Lead.

3. Prepare accurate and concise reports both verbally and written.

4. Communicate the needs of the client groups effectively within the MDT and the organisation, ensuring this includes the equality, diversity and inclusion agenda.
5. Utilise advanced effective communication strategies in a wide range of situations that may be contentious and highly complex in nature. Ensure that information and knowledge is imparted sensitively including which may include the breaking of bad news, whilst considering the needs of patients, staff and students in training.
6. Continually review and evaluate own role and clinical practice informing the annual review process with the Clinical Lead.
7. To act as a non-medical prescriber in line with organisation policy and Regulator Body guidance, ensuring prescribing activity is based upon evidence based best practice.
8. Be an active member of relevant organisation committees and groups contributing to developing/ implementing local/national strategy.
9. Plan and manage own workload and the workload of the service, in a flexible manner, ensuring that service provision meets the needs of patients/clients.
10. Keep relevant records and submit reports in a professionally acceptable manner in accordance with relevant organisation and HCPC.
11. Promote a positive relationship with all stakeholders within the service.
12. Contribute to the clinical governance process, including adverse incident reporting/investigation and the management of complaints, as appropriate.
13. Collect and collate data as required by the area of expertise in order to inform internal and external professional and operational bodies.
14. Relate complex communication processes to individual situations.

Leadership and Management

The post holder will be expected to:

1. Contribute and lead the development of the service and MDT/team objectives for the area of expertise.
2. Maintain personal standards of conduct and behaviour consistent with organisation, HCPC Standards of Proficiency and BDA Code of Conduct.
3. Act as a role model of standards of behaviour and professionalism, through commitment to the integration of policies and procedures within role and workplace. This will include the Equality Diversity and Inclusion (EDI) agenda.
4. Contribute to local, regional and national networks including speciality specific groups, working in partnership with other key professionals.
5. Analyse relevant policies within area of expertise and advise on the impact for the service, leading the implementation of changes and evaluation of processes in partnership with the MDT.

6. Allocate, coordinate, monitor and assess own workload and of the team, ensuring resources are deployed effectively and efficiently.
7. Take a proactive role in shaping the development of current and future pathways, whilst engaging with relevant internal and external stakeholders.
8. Demonstrate fiscal awareness by ensuring appropriate purchasing and use of resources to meet patient's needs within the specified budget.
9. Participate in the implementation and delivery of the standards set within the organisation quality strategy.
10. Promote, champion and actively participate in organisation initiatives.
11. Recognise and act as an advocate for patients, carers, service and organisation.
12. Improve practice and health outcomes through the use of best practice standards and quality improvement processes. This will include EDI initiatives.
13. Identify potential opportunities to support the organisations workforce planning strategy including future developments and succession planning.

Facilitated Learning

The post holder will:

1. Maintain professional registration and practice through own CPD and ensure you identify and address any gaps in learning.
 2. Be involved in peer review of own practice and that of others.
 3. Develop, deliver and plan specific and relevant specialist teaching programmes/ activities for all disciplines and grades of staff, client group and carers within the organisation in relation to their area of expertise; this may include formal presentations.
 4. Review and evaluate all teaching programmes and lead on/contribute to the development of new programmes when a need is identified.
 5. Identify own development needs in line with service requirements within a personal development plan whilst using the organisation Advanced Practice Framework and BDA and HCPC guidance.
 6. Maintain and develop the advanced skills and knowledge required whilst working at an advanced level through reflective practice, attendance of organisation mandatory training, appropriate in-service training, informal teaching and relevant local, regional and national educational activities.
 7. Ensure personal, peer support and clinical supervision needs are met.
- Act as mentor and resource person for all trainee Advanced Clinical Practitioners within your clinical area as appropriate.

8. Provide clinical supervision both within and external to the organisation in order to support development of individuals and practice.
9. Ensure mentorship training is updated in accordance with mentorship standards.
10. Ensure the clinical environment is conducive to supporting the education and learning of all staff, including those with protected characteristics.
11. Provide an environment that encourages client centred involvement where clients are facilitated to ask for help, advice and education.
12. Contribute to clinical governance outcomes.

Research and Evidence Based Practice

The post holder will:

1. Evaluate clinical practice through audit of service, developing and managing strategies to address any shortfalls which may include service redesign.
2. Demonstrate knowledge of current research in key aspects of his/her work and to advise others on the implementation of relevant research findings.
3. Develop skills to lead the development of research proposals with the multidisciplinary team specific to the specialty.
4. Initiate and/or become involved in research projects in response to identified service needs.
5. Disseminate and promote use of evidence-based practice in areas of expertise locally, regionally, nationally and internationally as appropriate.
6. Disseminate audit results/research findings locally, regionally and nationally through quality improvement programmes, local/regional/national/international publications as appropriate.
7. Demonstrate awareness of, promote and support the organisation research and development strategy.

Add infection Control, Health and Safety, Safeguarding etc. As per your own organisation.

Add organisational chart showing lines of accountability.