

JOB DESCRIPTION

Job Title:	Multiple Sclerosis Specialist Nurse
Base:	WH and AH
Agenda for Change banding:	7
Hours of Work:	FT
Details of Special Conditions:	
Managerial Accountability & Professional Accountability	Matron cardiovascular medicine

MAIN PURPOSE OF THE POST

To lead and manage a specialist service for people with Multiple Sclerosis (MS) across South Buckinghamshire and to work autonomously within professional guidelines.

To manage a clinical caseload

To act as a catalyst for the shape and range of future services

To work in collaboration with the consultant neurologist, consultant physicians, neuro-rehab consultant, associate specialists, other members of the MS nursing team, therapists, GPs, community services and Social Services as part of a multi-disciplinary team to promote and develop best practice and high standards of care for people with MS (pwMS).

Actively facilitate and participate in improving and enhancing the level of care given to individuals with MS at a local, regional and national level.

To provide specialist education and training in MS to health care professionals in diverse settings

To deliver a high standard of patient care using advanced autonomous clinical skills, and a broad and in-depth theoretical evidence based knowledge

RESPONSIBILITIES

1. Responsibility for patient / client care

To manage and deliver an in patient, out patient and domiciliary service providing expert and effective clinical care and highly specialised advice, promoting concordance with long term therapy to maximise cost effectiveness and quality care for all patients.

To undertake highly complex and comprehensive nursing assessments taking into account physical, psychological and social care needs.

To contribute to diagnosis, management and treatment of symptoms and relapses

To ensure continuity of a high standard of evidence based nursing care, assessing health, health related and nursing needs of patients, their families and other carers by identifying and initiating appropriate steps for effective care. This can include:

- Managing a patient caseload
- Ordering diagnostic tests
- Making and receiving referrals

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- Admitting and discharging patients for specified conditions and within agreed protocols
- Running clinics
- Prescribing medicines and treatments

To develop a case management approach for patients with highly complex health and social care needs. Planning, implementing and evaluating the specialist care and treatment given.

To review the effectiveness of treatments through monitoring and interpretations of clinical indicators and make adjustments to treatments, facilitating onward referrals and/or recommendations for changes to treatment as appropriate.

To liaise with the multidisciplinary teams during a patient's emergency admission with MS to ensure robust discharge, care planning and ongoing follow-up to support the patient back in their own home. To work with the patient, carers and primary care team to avoid inappropriate admission to hospital.

To manage the MS infusion/treatment service - identify patients, arrange pre-treatment investigations/screening, provide information, take informed consent and assess on admission.

To be aware of ethical issues in relation to MS and terminal care and be willing to act as the advocate for the patient when appropriate. To actively engage in their agreed treatment program or planned goals, to maximise their independence, reviewing and evaluating efficacy.

To be easily contactable by patients, their relatives and other health care professionals. To respond to problems or crises as they occur. To act as first point of contact for patients, carers and primary care staff for information and signposting to other relevant services for pwMS.

2. Responsibility for policy / service development

To have responsibility for policy interpretation and implementation within the Trust

To identify, develop, deliver and evaluate educational initiatives related to patient education

To identify, develop, deliver and evaluate specialist educational initiatives related to health care professionals, in Primary and Secondary Care providing study days and ongoing education.

Together with the neurologist to carry overall responsibility for all MS education initiatives.

To participate in university based education programmes for registered nurses.

To provide specialist advice to other health professionals, in the management of people with MS.

To develop guidelines, protocols and policies relating to the care of people with MS.

To act as an expert on local, regional and national groups and forums.

To contribute to the national strategy for long-term neurological diseases and NICE guidelines and to interpret and implement policies.

To be responsible for service development in line with national guidelines and frameworks.

3. Responsibility for financial and physical resources

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To ensure effective and efficient use of physical and financial resources and make recommendations regarding treatment and equipment.
To ensure the best use of available resources is used within agreed budget to provide a cost effective service.

4. Responsibility for human resources

To manage the service along with the band 7 for the north of the county.
To be line manager for band 6 support nurses
To be responsible along with the other band 7 for the management of a specialist teaching / training function across the organisation and to others in the wider health environment.
To provide clinical supervision for RNs on the MS pathway of nursing degree course providing leadership and education.
To act as a mentor locally and nationally to novice MS Specialists providing ongoing training in this specialism. To act as a role model.
To be involved with recruitment and selection of other health professionals within the team.

5. Responsibility for Information Resources

To provide appropriate information for departmental managers, the Trust and the wider health environment.
To collect and provide information for research projects as required.

6. Responsibility for research and development

To develop and audit standards of care, to ensure high quality service is being delivered in line with clinical governance requirements.
To lead on disease modifying therapies for local prescribing centre
To be responsible for co-ordination and implementation of clinical research trials.
Promote evidence-based practice through the use of the latest research-based guidelines and development of practice-based research.

7. Freedom to Act

The postholder will work independently and autonomously. They will need to be able to work on their own initiative, planning, prioritising and organising their own case load.
The postholder will interpret and implement policies and guidelines.

ORGANISATION CHART

Click here to enter General Manager



Click here to enter Supervisor



Click here to enter Team Leader



Click here to enter Text - Post to be assessed

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ADDITIONAL INFORMATION

Trust Values



Health and Safety at Work Act

The post holder is required to take responsible care for the health and safety of him/herself and other persons who may be affected by his/her acts or omissions at work. The post holder is also required to co-operate with Buckinghamshire Healthcare NHS Trust to ensure that statutory and departmental safety regulations are adhered to.

Confidentiality

The post holder has a responsibility to maintain confidentiality and ensure the principles of the Data Protection Act 2018 (DPA) and all applicable laws and regulations relating to Processing of Personal Data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner are applied to patient, staff and Trust business/information.

Equal Opportunities

The Trust welcomes all persons without regard to age, ethnic, or national origin, gender or sexual orientation, religion, lifestyle, presenting illness, marital or parental status or disability. We aim to provide a non-judgemental service at all times.

Managing Risk: Maintaining skills and learning from problems

Reducing risk is everyone's responsibility. All staff in the Trust must attend training identified by their manager, or stated by the Trust to be mandatory. The Trust uses risk assessments to predict and control risk and the incident reporting system to learn from mistakes and near misses and so improve services for patients and staff. All staff are expected to become familiar with these systems and use them. The Trust has designated the prevention and control of infection as a core issue in the organisation's clinical governance, managing risk and patient safety programmes. In consequence, all employees are expected to:

- i) Follow consistently high standards of infection control practice, especially with reference to hand hygiene and aseptic techniques,
- ii) Be aware of all Trust infection control guidelines and procedures relevant to their work.

COVID-19 Vaccinations

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The [Health and Social Care Act 2008 \(Regulated Activities\) \(Amendment\) \(Coronavirus\) Regulations 2021](#) that require all persons working or deployed in any CQC registered activity to be fully vaccinated against COVID-19, are being rescinded from 15 March 2022. If you are successful at interview, you will still be asked your vaccination or medical exemption status, as part of the pre-employment screening process undertaken by Occupational Health, but this will not impact your offer of employment.

Safeguarding of children and vulnerable adults

During your employment with the Trust, you have a responsibility to safeguard children and vulnerable adults. You are required to complete statutory and mandatory training and take appropriate action as set out in the Trust's policies and procedures.

Governance

Post holders will aim to ensure that areas of the trust under their responsibility comply with "Standards for Better Health" Core and Developmental Standards and bring deficiencies to the attention of their Director"

Information Management/ Data Quality

The post holder must ensure that Trust records are documented, secured, stored and disposed of appropriately and in accordance with the Data Protection Act 2018 (DPA) and all applicable laws and regulations relating to Processing of Personal Data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner. In addition, information recorded must be fit for purpose - accurate, relevant, up to date and complete.

Freedom of Information

The post holder must be aware that any information held by the Trust in theory could be requested by the public, including emails and minutes of meetings. It is therefore essential that records are accurately recorded and maintained in accordance with the Trust's policies.

Travel to other sites

You may be required to travel to other Trust locations. Please complete travel expenses using the online system. Details of allowances can be obtained from the Human Resources Department.

Smoking statement

Smoking is not permitted in any premises or grounds managed, leased or owned by the Trust. Smoking is not permitted in Trust vehicles or in any vehicle parked on Trust premises.

General

The duties outlined above are not intended as a restrictive list and may be extended or altered to include other tasks that are commensurate with the grade. Should you have any queries or concerns relating to the contents of this letter, please contact the Recruitment team, Amersham Hospital, Whielden Street, Amersham, Bucks, HP7 0JD.

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