

The Old School Surgery - Job Description

Contraception and Sexual Health Nurse/ Advanced Nurse Practitioner

Salary: Negotiable: depending on experience
Term: Permanent
Hours: Up to 37.5 hours per week
Supervision: Nurse Manager
Clinical: GP Partners, Practice Manager,

JOB SUMMARY

We have a fantastic opportunity for a Contraception and Sexual Health Nurse or Advanced Nurse Practitioner to join our team, we are looking for a motivated and dynamic nurse wishing to pursue a rewarding career in sexual and reproductive healthcare.

MAIN DUTIES OF THE JOB

To provide care for service-users with sexual health and contraceptive needs. Including LARC fitting and removal, contraception counselling, STI testing and treatment, and health promotion. The role involves working at both our satellite site at The UWE Health Centre and The Old School Surgery.

JOB DESCRIPTION

- Contribute to the delivery of evidence-based personalised and compassionate care which places quality at the centre of specialist sexual health practice. Care will be responsive to individual needs and reflect current local protocols and national guidelines.
- To undertake nurse-led clinics working alongside nursing, GP and allied healthcare colleagues, to ensure continuity of service provision.
- To be responsible for setting high standards of care within the resources available and to review and monitor these on a continuous basis, through the process of audit, to ensure continuing quality of care.
- Assess the contraceptive need of the service-user, taking a comprehensive medical, gynaecological, sexual, and social history as appropriate.
- Offer testing for sexually transmitted infection, issue treatments as required, pregnancy testing and contraception provision of all methods including LARCs.
- To offer pregnancy assessment, counselling and support for service-users requesting referral for termination of pregnancy. To discuss contraception needs post termination with the service user.
- Undertake non-medical prescribing if appropriately trained and clinically competent.
- Perform cervical cytology as required and according to clinical practice and local eligibility guidelines.
- Post holder will manage their own workload and be able to plan, organise and prioritise their clinical responsibilities.
- To maintain high quality clinical electronic and paper records as applicable including plans of care, interventions and referrals, and respecting confidentiality always.
- Show an awareness of clinical competencies and scope of practice, and when to refer on to a senior member of the team in a timely fashion.
- To fit and remove sub-dermal implants competently.
- To fit and remove intrauterine devices competently or to work towards this.
- To provide advice, information, counselling, and education on all aspects of contraception and sexual health.
- To communicate highly sensitive condition related information with empathy and reassurance.

- To work as an integral part of the Sexual Health team to promote the reproductive and sexual health of our service-users.
- Frequently required to deal with sensitive and emotional situations, safeguarding referrals of children and vulnerable adults.
- To be aware and follow procedures for Safeguarding children and vulnerable adults.
- Have an in-depth knowledge of the Fraser Guidelines regarding provision of contraception and STI treatment to people under the age of 16. Be able to assess Fraser competence be aware of referral pathways for Safeguarding children as stipulated by the local Safeguarding policy, liaising with other professionals as necessary.
- Management of a case load of clients within the speciality and prioritise workloads to meet the clients and service needs.
- To ensure own Continuous Professional development.
- To complete Mandatory training as required.
- To be personally accountable for professional and ethical acts and omissions in compliance with the NMC code of Professional conduct.
- Ensure adequate infection control procedures in treatment and consulting rooms.
- Assist with an emergency patient situation, keeping updated with resuscitation skills.
- Supporting new members of staff; nursing and medical students.

Person Specification Skills

Essential

- IT skills (MS Office, Internet etc)
- Interpersonal skills
- Time Management
- Ability to work autonomously.

Qualifications

Essential

- RGN Qualification
- Current NMC registration
- Cervical cytology
- Immunisations
- Sexual Health and Contraception qualification
- LoC in subdermal implant removal and fitting

Desirable

- LoC in intrauterine fitting and experience of removal
- Non-medical prescribing

Experience

Essential

- Contraception and sexual health
- Health promotion
- Implementation and utilising protocols and guidelines
- Clinical supervision

Desirable

- Experience in primary care
- Evidence of recent updating in primary care
- Working with EMIS
- Mentoring/teaching experience

Knowledge

Essential

- Knowledge of clinical governance
- Pharmacological knowledge
- Knowledge of relevant local and national guidelines

Desirable

- Knowledge of clinical audits
- Knowledge of EMIS

Behaviours

Essential

- Smart, polite and confident
- Planning and organising
- Performing under pressure
- Adaptability
- Using initiative
- Team working
- Self-motivated and confident
- Flexibility
- Confidentiality
- Prioritisation

Confidentiality:

- In the course of seeking treatment, patients entrust us with, or allow us to gather, sensitive information in relation to their health and other matters. They do so in confidence and have the right to expect that staff will respect their privacy and act appropriately.
- In the performance of the duties outlined in this Job Description, the post-holder may have access to confidential information relating to patients and their carers, Practice staff and other healthcare workers. They may also have access to information relating to the Practice as a business organisation. All such information from any source is to be regarded as strictly confidential.
- Information relating to patients, carers, colleagues, other healthcare workers or the business of the Practice may only be divulged to authorised persons in accordance with the Practice policies and procedures relating to confidentiality and the protection of personal and sensitive data

Health & Safety:

The post-holder will assist in promoting and maintaining their own and others' health and safety and infection control as defined in the practice Health & Safety Policy, the practice Health & Safety Manual, and the practice Infection Control policy and published procedures. This will include (but will not be limited to):

- Ensuring job holders across the practice adhere to their individual responsibilities for infection control and health and safety, using a system of observation, audit and check, hazard identification, questioning, reporting, and risk management as guided by the Practice Manager
- Maintain an up-to-date knowledge of Health and Safety and Infection Control Statutory and best practice guidelines and ensure implementation across the business.
- Using personal security systems within the workplace according to Practice guidelines
- Identifying the risks involved in work activities and undertaking such activities in a way that manages those risks.
- Making effective use of training to update knowledge and skills.
- Using appropriate infection control procedures, maintaining work areas in a tidy and safe way and free from hazards and initiation of remedial/corrective action where needed

- Actively reporting of health and safety hazards and infection hazards immediately when recognised
- Keeping own work areas and general/patient areas generally clean, assisting in the maintenance of general standards of cleanliness consistent with the scope of the job holder's role
- Undertaking periodic infection control training
- Reporting potential risks identified
- Routine management of own team's areas and maintenance of workspace standards

Equality and Diversity:

The post-holder will support the equality, diversity and rights of patients, carers and colleagues, to include:

- Acting in a way that recognises the importance of people's rights, interpreting them in a way that is consistent with Practice procedures and policies, and current legislation.
- Respecting the privacy, dignity, needs and beliefs of patients, carers and colleagues.
- Behaving in a manner which is welcoming to and of the individual, is non-judgmental and respects their circumstances, feelings priorities and rights.

Personal/Professional Development:

The post-holder will participate in any training programme implemented by the Practice as part of this employment, such training to include:

- Participation in an annual individual performance review, including taking responsibility for maintaining a record of own personal and/or professional development.
- Taking responsibility for own development, learning and performance and demonstrating skills and activities to others who are undertaking similar work.
- Attendance at the daily clinicians meeting
- Attendance at all Mandatory and Statutory training requirements as indicated by the Practice Manager

Quality:

The post-holder will strive to maintain quality within the Practice, and will:

- Alert other team members to issues of quality and risk.
- Assess own performance and take accountability for own actions, either directly or under supervision whilst embracing the practice's ethos of recording of any errors or near misses and learning by mistakes without blame
- Contribute to the effectiveness of the team by reflecting on own and team activities and making suggestions on ways to improve and enhance the team's performance.
- Work effectively with individuals in other agencies to meet patients needs.
- Effectively manage own time, workload, and resources

Communication:

The post-holder should recognise the importance of effective communication within the team and will strive to:

- Communicate effectively with other team members.
- Communicate effectively with patients and carers.
- Recognise people's needs for alternative methods of communication and respond accordingly.

Contribution to the Implementation of Services:

The post-holder will:

- Apply all Practice policies, standards and guidance.
- Discuss with other members of the team how the policies, standards and guidelines will affect own work.
- Participate in audits where appropriate.

This Job Description is neither exhaustive nor exclusive and will be reviewed annually in conjunction with the post-holder at the annual appraisal. The post-holder is also required to carry out any duties that may reasonably be requested by the Partners or the Practice Managers.