

Practice Nurse

Hillview Family Practice

Job summary

Hillview Family Practice are delighted to be advertising for a nurse to complement the team at our small GP practice. Hartcliffe is known to be an area of high deprivation and whilst this brings many recognised challenges, the role also provides a great many rewards.

We want to expand our nursing team and look forward to the successful applicant helping to make this happen. You would be part of a team of Practice Nurses and Healthcare Assistant undertakes all aspects of the practice nurse role including cervical screening, baby immunisations and chronic disease management. Ideally you already have experience in respiratory diseases and management, should you wish to expand your skill set we are open to the option of supporting you through respiratory training.

As a member of the nursing team your input to our practice team and our patients will be important. You will be integral to the delivery of high-quality patient care & quality improvement initiatives for our patients.

We are a 'Good' rated practice located in South Bristol with a clinical team that comprises of 4 GP partners, 2 nurses, HCA, paramedic, physiotherapist, clinical pharmacist and a mental health nurse practitioner.

The successful candidate will work 32-37 hours a week (TBC) and informal visits are welcomed as we would love to show you around and meet our team. The details below are the duties and job description as expected for any Practice Nurse application but the most important thing we are hoping for is someone who can fit into our team. Meeting you is the priority.

Job description

Job responsibilities

The following are the core responsibilities of a Practice Nurse. There may be, on occasion, a requirement to carry out other tasks. This will be dependent upon factors such as workload and staffing levels:

- a. To act or support the Infection Prevention Control (IPC) lead and to work to the IPC Policy supporting the implementation of audits, training, support and evidence of compliance to the practice manager.
- b. To produce or support the IPC annual statement in conjunction with the practice manager.

- c. To develop, implement and embed an effective care management programme for the frail and housebound patients registered at the practice.
- d. To assess the needs of patients ensuring the provision of healthcare is appropriate, incorporating evidence-based practice.
- e. To develop, implement and embed health promotion and wellbeing programmes.
- f. To implement and evaluate individual treatment plans for chronic disease patients that promote health and wellbeing.
- g. To identify, manage and support patients at risk of developing long-term conditions, preventing adverse effects to patients' health.
- h. As required, to provide routine nursing care to patients in accordance with clinical based evidence, NICE and the NSF
- i. As required, to diagnose and manage acute and chronic conditions.
- j. To prescribe medication for patients in accordance with PGDs and own scope of practice.
- k. To review patient medications to enhance compliance
- l. To provide guidance to patients on the use of prescribed and over-the-counter medications regarding side effects and dosages
- m. To co-ordinate the provision of travel medicine services
- n. To request pathology services and process pathology results as required
- o. To oversee the provision of chronic disease clinics, delivering patient care as necessary, referring patients to secondary/specialist care as required
- p. To maintain accurate clinical records in conjunction with extant legislation
- q. To ensure read codes are used effectively by all members of the nursing team
- r. To ensure the appropriate maintenance and use of chronic disease registers
- s. To develop, implement, embed and participate in well woman clinics
- t. To develop, implement, embed and participate in well man clinics
- u. To ensure compliance with the practice chaperone policy

- v. To assist GPs with minor surgery when required
- w. To prioritise health issues and intervene appropriately
- x. To support the team in dealing with clinical emergencies
- y. To recognise, assess and refer patients presenting with mental health needs
- z. To implement vaccination programmes for adults and children
- aa. To support patients in the use of their prescribed medicines or over-the-counter medicines (within own scope of practice)
- bb. To liaise with external services/agencies to ensure the patient is supported appropriately (vulnerable patients etc.)
- cc. To delegate clinical responsibilities appropriately (ensuring safe practice and the task is within the scope of practice of the individual)
- dd. To support the clinical team with all safeguarding matters, in accordance with local and national policies
- ee. To understand practice and local policies for substance abuse and addictive behaviour, referring patients appropriately
- ff. To deliver opportunistic health promotion where appropriate

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Person specification – Practice Nurse		
Qualifications	Essential	Desirable
Registered Nurse (Nursing and Midwifery Council)	✓	
Post graduate diploma or degree (Chronic Disease Management)		✓
Family planning qualification		✓
Experience	Essential	Desirable
Experience of working in a primary care environment		✓
Experience of chronic disease management		✓
Experience of working autonomously	✓	
Experience of working as a practice nurse or community nurse		✓
Experience of infection prevention and control measures	✓	
Experience of managing elderly and housebound patients		✓
Experience of quality initiatives, i.e., benchmarking		✓
Clinical knowledge and skills	Essential	Desirable
Wound care/removal of sutures and staples	✓	
ECGs	✓	
Venepuncture	✓	
New patient medicals	✓	
Requesting pathology tests and processing the results, advising patients accordingly	✓	
Understanding the importance of evidence-based practice	✓	
Understand the requirement for PGDs and associated policy	✓	
Ability to record accurate clinical notes	✓	
Ability to work within own scope of practice and understanding when to refer to GPs	✓	
Chaperone procedure	✓	
Women's health (cervical cytology, contraception, etc.)	✓	
Immunisations (routine, childhood and travel)	✓	
Chronic disease management in [list as appropriate]		✓
Travel medicine		✓
Spirometry		✓

Broad knowledge of clinical governance		✓
Knowledge of public health issues in the local area		✓
Awareness of issues within the wider health arena		✓
Knowledge of health promotion strategies		✓
Skills	Essential	Desirable
Excellent communication skills (written and oral)	✓	
Effective time management (planning and organising)	✓	
Ability to work as a team member and autonomously	✓	
Good interpersonal skills	✓	
Problem solving and analytical skills	✓	
Ability to follow clinical policy and procedure	✓	
Strong IT skills		✓
Clear, polite telephone manner	✓	
Personal qualities	Essential	Desirable
Polite and confident	✓	
Flexible and co-operative	✓	
High levels of integrity and loyalty	✓	
Sensitive and empathetic in distressing situations	✓	
Effectively able to communicate and understand the needs of the patient	✓	
Commitment to ongoing professional development	✓	
Punctual and committed to supporting the team effort	✓	
Motivated, forward thinker	✓	
Problem solver with the ability to process information accurately and effectively, interpreting data as required	✓	
Ability to work under pressure/in stressful situations	✓	
Effectively utilise resources	✓	
Other requirements	Essential	Desirable
Flexibility to work outside of core office hours		✓
Disclosure Barring Service (DBS) check	✓	
Occupational Health clearance	✓	
Meet the requirements and produce evidence for nurse revalidation	✓	
Evidence of continuing professional development (CPD) commensurate with the role of a Practice Nurse	✓	

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Notes:

The job description and person specification may be amended following consultation with the post holder to facilitate the development of the role, the organisation and the individual.

All personnel should be prepared to accept additional, or surrender existing duties, to enable the efficient running of the organisation.

Employer name

Hillview Family Practice

Address

Hartcliffe Health Centre

499 Hareclive Road

Bristol

BS13 0JP

Employer's website

<https://www.hillviewfamilypractice.nhs.uk/>

For questions and applications contact our Practice Manager:

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0117 301 5240

Disclosure and Barring Service Check

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.

UK Registration

Applicants must have current UK professional registration.