

JOB DESCRIPTION

Post Title:	Advanced Practitioner in Rheumatology
Care Group/Directorate:	Rheumatology
Agenda for change band:	Band 7
Accountable to:	Managerially- Debbie Chase, Senior Nurse in OPD Clinically- Dr Brian Quilty, Senior Rheumatology Consultant
Hours of work:	This is a part-time role, for 11.0 hours per week. This is fixed term contract of 12 months to cover maternity leave
Main Purpose:	<p>To act as an autonomous practitioner at advanced level, within the speciality of Rheumatology at Victoria Hospital, Wimborne. Using advanced knowledge and skills, to be responsible for managing the physical and psychosocial needs of patients with inflammatory joint disease.</p> <ul style="list-style-type: none"> • The post holder will autonomously manage a caseload of patients with inflammatory joint disease in a practitioner led clinic under the support of the rheumatology consultant. Optimal patient management is expected but the practitioner must consider a range of factors and plan how this is best achieved. • To plan and manage episodes of care to optimise health outcomes. To be responsible for the detailed examination, assessment, monitoring and management of a caseload of patients with rheumatological conditions. To be aware of disease complications including extra-articular features, osteoporotic risk factors, cardiovascular risk factors • To act as a source of expertise and knowledge providing highly specialist advice concerning the treatment of inflammatory arthritis for both patients and other health care professionals • The post holder will have the relevant in-depth experience, expertise and knowledge gained through post graduate study to understand the appropriate investigations and treatment options. They will use this to optimise treatment and provide patients with the necessary information to maximise informed consent.
Key Working Relationships:	<p>Please outline post holders, or functions that the post will build and maintain key working relationship with in order to carry out the role effectively</p> <p>E.g. Internal:</p> <ul style="list-style-type: none"> • Rheumatology department colleagues at Wimborne Hospital • Multi-disciplinary team • Clinicians working within out-patients <p>External:</p> <ul style="list-style-type: none"> • Rheumatology colleagues Dorset wide • Members of the general public • Organisations outside of the NHS

<p>Key responsibilities (General Duties)</p> <p>1. Responsibility for patient care, communication, planning, organisation, analysis, freedom to act, research and service development</p>	<p>Clinical</p> <ol style="list-style-type: none"> 1. To hold sole responsibility for a range of duties, relevant to post: 2. To autonomously manage a caseload of highly complex patients with inflammatory joint disease, undertaking appropriate assessment, monitoring and action with regard to: <ol style="list-style-type: none"> a) disease activity as assessed by: <ol style="list-style-type: none"> i. Detailed clinical examination requiring highly developed physical skills to accurately detect abnormalities in a joint. ii. Receiving and analysing highly complex and highly sensitive information where there may be barriers to understanding due to age, language or inappropriate health beliefs. iii. analysis and interpretation of blood tests, x-rays, scans, microbiology results etc. which require making a judgement involving complex facts regarding the patient's diagnosis, treatment and previous history and taking the appropriate action having considered a range of options. b) efficacy and potentially life-threatening toxicity of highly complex medication regimes including non-steroidal anti-inflammatories, analgesics, steroids, disease modifying and cytotoxic drugs, biologic therapies. c) recognition of disease complications which can cause significant morbidity and mortality such as pulmonary fibrosis, neurological complications, osteoporosis and cardiovascular disease. 3. To utilise clinical judgement involving complex facts and a range of options to instigate appropriate investigations such as blood tests, x rays and scans which may be deemed necessary by the practitioner as a result of clinical examination in addition to ensuring routine examinations are requested in accordance with protocols. 4. To use highly developed communication skills in an empathetic manner so that patients and carers are able to manage complex, potentially stressful, upsetting or emotional situations and that disease control is optimised. This may require giving unwelcome news regarding ongoing disability when expectation of patients/relatives may be unrealistic, for example when starting a biologic treatment at a stage when joint damage has already occurred or explaining why a patient does not meet the NICE criteria for a biologic treatment. There may be barriers to communication such as age, poor hearing or inappropriate health beliefs about the implications of the diagnosis when patients or carers believe Rheumatoid Arthritis to be a benign condition. 5. To demonstrate highly developed physical skills, where a high degree of precision and high levels of hand, eye and sensory co-ordination are essential in order to accurately administer intra-articular corticosteroid injections; intramuscular injections are also administered under agreed patient group directives.
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6. To aspirate joint effusions and assess the need for laboratory analysis utilising clinical judgement based on experience and highly developed physical skills, where a high degree of precision and high levels of hand, eye and sensory co-ordination are essential.
7. To use developed persuasive, motivational and empathetic skills to teach, counsel and reassure patients and their carers about the physical and psychosocial impact of a life changing condition. This is essential in order that patients maintain a positive outlook, adopting effective self-management strategies and are concordant with taking medication.
8. To educate and counsel patients and their carers about the treatment options, communicating particularly complicated clinical matters about their specific treatments and their responsibilities with regard to drug monitoring requirements.
9. To provide highly complex information with regard to the patient's history and medication and social setting in making appropriate referrals to members of the multidisciplinary team or other medical and surgical specialties.
10. To accurately document the examination findings and any changes in the patient's condition or management, using the departmental blood monitoring system and hospital records.
11. To concisely present highly complex information to the consultant rheumatologist concerning any significant changes in a patient's condition.
12. To be aware of the boundaries of own scope of practice and to manage the associated clinical risk effectively at all times.
13. To be aware of health and safety aspects of the role and implement any policies that may be required to improve the safety of the work area, including prompt recording and reporting of accidents using the Trust reporting systems, and ensuring that equipment use is safe. To risk assess all areas of work including manual handling risks, bio-hazards from body fluids, needle stick injuries, anxious or angry clients/carers, patients with mental health or cognitive dysfunctions etc.

Professional

1. To comply with professional (HCPC/NMC) and Trust codes of ethics and professional conduct.
2. To demonstrate a comprehensive understanding of clinical governance, including maintaining own continuous professional development (CPD) by keeping abreast of any new trends and developments, and incorporating them as necessary into practice.
3. To maintain clinical competence and be an active member of the rheumatology practitioner post graduate programme by attending and delivering presentations where required.

	<ol style="list-style-type: none"> 4. To undertake relevant courses, study days and clinical meetings to update and/or share knowledge and skills with regard to current evidence. 5. To use specialist knowledge of current evidence to drive clinical audit, presenting findings to peers both internally and at national conferences. 6. To participate in departmental research projects, contributing to gaining consent, data collection and recruitment. <p><u>Organisational</u></p> <ol style="list-style-type: none"> 1. To comply with the departmental and organisational policies e.g. complaints policy, sickness reporting, annual and study leave etc., implementing such policies within the rheumatology follow up service. 2. To assist with the development of the service, proposing changes to practice for discussion at regular team meeting. 3. To assist with the development, implementation and use of IT to improve the efficiency and accuracy of systems within the department. 4. To be aware of the Trust's health and safety procedures, COSHH and fire regulations, and to take appropriate action in the event of an incident or accident. 5. To undertake statutory training requirements in health and safety; fire; basic life support; lifting and handling; infection control. <p>To comply with the Trust's lifting and handling policy at all times</p>
<p>2. Responsibility for financial, HR, Information and physical resources</p>	<ol style="list-style-type: none"> 1. To communicate with the patient's GP via dictated clinic letter regarding patient's progress and changes in treatment. 2. Receiving and providing highly complex and highly sensitive information to answer queries and give advice to patients, carers and other health service personnel via the telephone helpline. The lack of visual cues is a barrier to understanding and expert clinical judgement is required, accurate documentation is essential. 3. To share responsibility for checking the automated daily drug monitoring report of blood test results falling outside the set parameters. To consider the options and take appropriate action with regard to abnormal results or deteriorating trends, dependent on the patient's diagnosis, concomitant medications and previous history. 3. To provide advanced level specialist formal and informal training, support, supervision and performance management for less experienced health professionals and to other professional colleagues e.g. peers, medical staff, nursing staff etc. Practitioners assist in the instruction and supervision of intra-articular injections administered by junior doctors on rotation through the department.

<p>4. Mental, physical and emotional effort</p>	<p>Supplementary Information</p> <p>Physical effort: To carry out assessments of complex musculoskeletal patients including neurological and physical examination of the lower limbs which requires moderate physical effort on a daily basis. Bending and kneeling to assist patients with putting on shoes and socks is needed.</p> <p>Emotional effort: To deal sensitively with patients, relatives and carers who have high levels of anxiety and/or aggression caused by pain, or limited ability. Frequently needs to impart unwelcome news re: the need for escalating therapy, deteriorating x-rays or informing a patient that they do not qualify for anti TNF treatment which they have read about in the press. Occasional exposure to distressing circumstances where disease control is lost, malignancies develop (higher rate of malignancy in Rheumatoid Arthritis), people lose employment and relationships deteriorate.</p> <p>Working conditions: The job involves exposure to unpleasant working conditions on an occasional basis. e.g. verbal aggression, body fluids (blood and joint aspirate), unkempt individuals. Consultation rooms are small and it can be difficult to manoeuvre if the patient is in a wheelchair or is accompanied by carer.</p> <p>Mental effort: Frequent requirement for concentration on complex clinical assessment and when conveying difficult information to patients with communication difficulties. Interruptions are common to deal with requests from other health professionals, management, administrative staff or patients.</p> <p>Freedom to act: The role is that of an autonomous practitioner interpreting professional protocols and standards and trust wide care pathways and as a specialist in their field deciding how these are best achieved</p>
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SECTION B: TERMS AND CONDITIONS OF SERVICE

1. Dorset HealthCare has a range of clinical, operational, financial, health & safety, risk management, human resource, equality & diversity and other policies, procedures and guidance, copies of which can be found on the Trust Intranet or obtained from the line manager or Human Resources Department. The post holder is expected to be aware of all policies, procedures and guidance which applies to them and to observe their provisions at all times.
2. Employment in this post is subject to a Disclosure & Barring Service criminal records Disclosure. The post holder may be required to undertake a Disclosure application at any time during employment.
3. Staff are not permitted to smoke on Dorset HealthCare premises, either inside or outside, or inside Trust vehicles.

4. Staff are expected to undertake all mandatory training and refresher training appropriate to their role. This may include preventative management of violence and aggression (PMVA) and/or breakaway techniques, and cardio-pulmonary resuscitation (CPR). If in doubt as to which mandatory training applies to this post, advice should be sought from the line manager.
5. All staff who are required to handle food and drink other than for their own consumption must comply with the Food Safety and Hygiene (England) Regulations 2013.
6. Dorset HealthCare is committed to promoting the welfare of children and vulnerable adults. Staff are expected to be aware of, and comply, with their roles and responsibilities in relation to safeguarding vulnerable groups.
7. Staff are expected to observe the highest standards of care and conduct and to engage constructively with managers, colleagues, patients/service users/carers and others in the course of their duties.

SECTION C: CORE ATTRIBUTES AND BEHAVIOURS

Staff are expected to adhere to and demonstrate Dorset HealthCare's Core values and behaviours at all times.

Values

Our values underpin all that we do and provide a sense of direction to people, teams and the Trust overall.

1. **Respect and dignity**
We value each person as an individual, respect their aspirations and commitments in life, and seek to understand their priorities, needs, abilities and limits. We take what others have to say seriously. We are honest about our point of view and what we can and cannot do.
2. **Commitment to quality of care**
We earn the trust placed in us by insisting on quality and striving to get the basics right every time: safety, confidentiality, professional and managerial integrity, accountability, dependable service and good communication. We welcome feedback, learn from our mistakes and build on our successes.
3. **Compassion and kindness**
We respond with humanity and kindness to each person's pain, distress, anxiety or need. We search for the things we can do, however small, to give comfort and relieve suffering. We find time for those we serve and work alongside. We do not wait to be asked, because we care.
4. **Improving lives**
We strive to improve health and wellbeing and people's experiences of the NHS. We value excellence and professionalism wherever we find it – in the everyday things that make people's lives better as much as in clinical practice, service improvements and innovation.

5. **Working together for patients**

We put patients first in everything we do, by reaching out to staff, patients, carers, families, communities, and professionals outside the NHS. We put the needs of patients and communities before organisational boundaries.

6. **Everyone counts**

We use our resources for the benefit of the whole community and make sure nobody is excluded or left behind. We accept that some people need more help, that difficult decisions have to be taken – and that when we waste resources we waste others' opportunities. We recognise that we all have a part to play in making ourselves and our communities healthier.

Behaviours

Our behaviours provide a guide to how we can bring our values to life and constantly remind us that how we do things is as important as what we do and achieve.

7. **Positive**

Embracing change and feedback, utilising constructive feedback to make improvements and promoting achievements of the Trust and others.

8. **Proactive**

Challenging unacceptable behaviour, showcasing learning and innovation, actively encouraging ideas and involvement from others.

9. **Supportive**

Being attentive, encouraging and helping others, giving and receiving feedback to enable people, teams and services to develop.

10. **Respectful**

Empowering people to voice their opinion, introducing yourself and ensuring language is professional and inclusive.

11. **Reliable and trustworthy**

Being open and transparent, acknowledging errors, being honest about limitations and not over-promising.

SECTION D: CHANGES

This document represents a description of the job, and the skills, knowledge, experience and attributes required, at the date of issue.

Dorset HealthCare will periodically review this job description and person specification to ensure that it continues to meet service needs and will involve the post holder/s in the review process with the aim of reaching agreement on any reasonable changes which may be required. In the event that agreement is not achieved, Dorset HealthCare reserves the right to insist on reasonable changes following consultation with the post holder.

PERSON SPECIFICATION

Post Title:	Rheumatology Practitioner	
Care Group/ Directorate:	Rheumatology, Medical Care Group	
Band:	Band 7	
Headings	Essential Criteria	Desirable Criteria
Qualifications training required/ specialist knowledge	<p>RGN/Degree in Occupational Therapy / Physiotherapy / Podiatry</p> <p>Demonstrable post qualification experience at Band 6</p> <p>Professional knowledge acquired through degree</p> <p>Registered by the Health and Care Professions Council/NMC</p> <p>Joint or intramuscular injection skills</p> <p>Holder of an up to date CPD folio Emerging NSFs as related to musculo-skeletal conditions</p> <p>Clinical knowledge of musculo-skeletal and inflammatory arthritis conditions and assessment</p> <p>Knowledge of own code of professional conduct</p> <p>Evidence based practice</p>	<p>Further Rheumatology modules undertaken</p> <p>Non-Medical Independent prescribing</p> <p>Post grad diploma/MSc experience of working at masters level</p> <p>Standard setting and Clinical Governance Agendas (includes research, audit, quality improvement)</p> <p>Radiological Exposure Training e.g. IRMER</p> <p>An understanding of the changing NHS environment</p> <p>Knowledge of NHS procedures</p>
Previous relevant experience necessary	<p>Use of computer and IT systems</p> <p>Standard keyboard skills</p> <p>Working in a multi-disciplinary team</p> <p>Ability to work unsupervised and in an autonomous capacity</p> <p>Ability to carry out musculo-skeletal examination and health assessment of defined patient caseload</p>	<p>Worked as part of a multi-disciplinary Rheumatology team</p> <p>Previous experience of working autonomously</p>

	<p>Ability to initiate and interpret relevant investigations</p> <p>Ability to utilise critical decision-making to formulate diagnoses, plan and implement programmes of care</p> <p>Ability to obtain comprehensive and accurate medicines history and utilise knowledge appropriately</p>	
Aptitudes and skills required	<p>A commitment to improving patient services through an ability to sustain a clear performance focus on achieving demanding goals</p> <p>Good organisational skills</p> <p>To be flexible and multi skilled to ensure the priorities of the service can be met</p> <p>Able to work using own initiative and as part of a team</p> <p>Excellent interpersonal skills, including proven listening and communication skills</p> <p>Willingness to take on challenges and comfortable with constructive challenges Skills in communicating with patients of all ages and their families</p> <p>Skills in communicating with other professionals</p> <p>Skills in writing clinical notes</p> <p>Assertiveness skills</p> <p>Ability to analyse and judge complex, sensitive information and act appropriately</p> <p>Ability to develop policies and procedures</p> <p>Ability to assess, implement and evaluate programmes of care for</p>	<p>Able to demonstrate problem solving and prioritising abilities</p> <p>Demonstrable ability to work in a busy environment and cope when the service is under pressure.</p> <p>To be competent to deal calmly and professionally with patients, relatives and work colleagues in a confidential and sensitive manner</p> <p>Seeks out, and takes, opportunities for improving the service offered, with customer focus in foresight;</p> <p>Takes pride in their work and has the ability to complete projects to a satisfactory conclusion;</p> <p>A strong sense of personal and team accountability coupled to a clear understanding of the boundaries around delegated authority, responsibility and accountability</p> <p>Strong sense of commitment to openness, honesty and integrity in undertaking the role</p> <p>Handling adults with complex physical and medical challenges</p> <p>Counselling skills</p>

	<p>patients</p> <p>Ability to initiate, conduct and record relevant investigations</p>	
Personal Qualities	<p>Self-motivation and reliability</p> <p>Ability to respond positively to change.</p> <p>“Can do” attitude.</p> <p>Committed to working with adults with inflammatory arthritis</p> <p>Able to work in challenging situations with enthusiasm</p> <p>Mature outlook but with the ability to have fun</p> <p>Good prioritisation and workload management</p> <p>Active, able to work at all heights including floor level</p> <p>Able to work with light and heavy equipment</p> <p>Able to work in busy and noisy environments</p> <p>Ability to act as a team member</p> <p>Ability to communicate effectively with people at all levels, using a variety of methods: written, verbal, electronic</p> <p>Ability to articulate, discuss and implement plans for development</p>	<p>Flexible in their attitudes and behaviours to support team working and delivery of objectives;</p> <p>Able to support others with time management</p> <p>Creative and a lateral thinking</p> <p>Willingness to work flexible hours</p> <p>Excellent manual dexterity</p> <p>Physical, emotional and mental stamina</p>
Additional Requirements	<p>Demonstrable skills in written and spoken English to a standard which enables the post holder to carry out the full range of duties and responsibilities of the role effectively</p>	