

JOB DESCRIPTION

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| Job title | Senior Specialist Substance Misuse Nurse |
| Sector/Function | PHSM |
| Department | Substance Misuse |
| Grade | 5 |

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| Job purpose | <p>The Senior Specialist Substance Misuse Nurse will be responsible for the overall day to day leadership and development of Turning Point's Alcohol Team. They will provide clinical supervision to the Specialist Substance Misuse Nurses and line manage the Alcohol Team to provide direction to non-clinical staff.</p> <p>The Senior Specialist Substance Misuse Nurse will be a professional role model; supporting and advocating adherence to evidence based clinical practice in the area of alcohol dependency and misuse. Working closely with the existing staff to develop, implement and promote our evidence-based alcohol withdrawal management protocols and act as point of contact for a cross-site, multi-disciplinary team of colleagues involved in the management and prevention of the physical and psychosocial adverse consequences of alcohol misuse.</p> <p>In liaison with other clinical colleagues and supported, the post holder will develop protocols and educational tools to ensure appropriate referral to existing Trust and community-based alcohol services at Turning Point, with a focus on avoiding unnecessary hospital admission. The Senior Specialist Substance Misuse Nurse will support the organization and co-ordination of appropriate monitoring and audits of compliance, performance and outcome of standards compatible with best practice. The post holder will promote and maintain high professional and organisational standards, ensuring that ACT provides an exemplary, evidence based, integrated alcohol services for patients. In collaboration with other team members the post holder will deliver efficient use of facilities and resources. The post holder will be expected to work cross site and occasionally may be expected to work at Turning Point community venues.</p> <p>Principle responsibilities:</p> <ol style="list-style-type: none"> 1. Clinical competencies <ul style="list-style-type: none"> • Demonstrate detailed knowledge of and previous experience in the assessment and management of those with acute alcohol intoxication and withdrawal and the physical, psychological and social complications of alcohol misuse and dependency. • Possess the knowledge, skills and experience to undertake alcohol nurse led assessments at Specialist Practitioner level. • Working under the advice and direction of the Clinical Lead consultant psychiatrist and Clinical Services Manager to: plan, implement and evaluate specialist clinical advice and interventions service provision for patients with alcohol related health issues • Understand the needs of families of individuals with alcohol-related ill health. • Providing day-to-day advice and support Ensuring Alcohol Policy followed • Providing clinical advice to staff to support management of alcohol withdrawal |
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| | <ul style="list-style-type: none"> • Providing clinical advice to ensure appropriate observation regime • Supporting with the clinical management and oversight of complex alcohol withdrawal • Referral to the community specialist substance misuse treatment service, Turning Point upon discharge. • Support in ensuring that referrals are co-ordinated in an accountable and auditable way. • Effectively liaise with Turning Point and other professionals in community agencies where appropriate to support effective information sharing and facilitation of referrals. • Communicate sensitive, related information to patients and relatives. Provide ongoing, education, support and reassurance with regard to alcohol related adverse health effects. • Support complex case care planning relating to alcohol –dependent or alcohol misusing patients require input from a clinician • Act as a specialist resource sharing best practice guidance, national trends and innovations in specialist and professional practice. • Develop effective internal and external networks. • Evaluate effectiveness of practice / service to influence role and speciality development. • Support in effective outcome monitoring of progress with patients, relatives and carers and the multiprofessional team. Utilise reports and feedback to inform practice / service developments. • Conduct and plan Clinical Audit’s collaboratively with the Clinical Lead, Clinical Services Manager. • Engage with and promote collaborative partnerships and projects designed to support the integrated alcohol services. • Support the development of Clinical Pathways for alcohol service users and their families. <p>2. Management and Leadership</p> <ul style="list-style-type: none"> • Day to day leadership of the Alcohol Team and Specialist Substance Misuse Nurses: A total of 8 line reports. • Monitor staffing levels and nursing activities in conjunction with the Senior Management Team, co-ordinating and planning these effectively and efficiently to maintain service delivery requirements. • Provide day to day operational management and clinical supervision of the Specialist Substance Misuse Nurses. • Represent the Service at internal and external meetings as required. • Undertake Personal development reviews to include personal development plans, nursing revalidation and identification of training needs. Discuss any development issues with the Clinical Lead and Clinical Services Manager. • Plan, develop, implement, and deliver relevant staff and external training/CPD in relation to alcohol dependency and treatment pathways in conjunction with other members of the Team. |
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| | <ul style="list-style-type: none"> • Promote excellence in terms of setting clinical standards which are evidence based. • Implement and manage change in order to meet the service provision and development needs. • Organise regular update Alcohol Service team meetings to discuss service activity, ensure seamless service delivery and effective dissemination of key communication from Turning Point and the Homerton Hospital • Undertake recruitment, selection and orientation of new staff including shortlisting, question setting and interviewing prior to appointment, and providing professional support during the induction period. • Work in accordance with and ensure that all staff are aware of key national and local policies including Dept of Health, NMC & NICE guidelines. • Maintain effective communication and information systems within Homerton and Turning Point. • Work with other members of the multidisciplinary team, and external alcohol partners, Commissioners to achieve common goals and improve services. • Budgetary responsibilities; operate within with the organisational financial instructions and the discharge of budget management responsibilities. <p>3. Education/Professional</p> <ul style="list-style-type: none"> • Promote the active involvement of all nursing staff\team members in Clinical audit planning and data analysis. • Maintain a good knowledge of emerging policies from Government Departments, NICE guidance, and current research studies. • Maintain awareness of current advances and changes in clinical practice and care through local and national networking and undertaking CPD. • Promote and deliver Clinical Supervision encouraging reflective practice within nursing staff and team members. • Contribute to short, medium and long-term service delivery plans to support the achievement of quality outcomes. • Promote CPD and maintain a learning environment through participating in and developing educational programmes for team members, staff and service users. • Promote a culture to deliver evidence-based practice by encouraging nursing research/audit. • Provide/support team members to provide health education and health promotion to clients, either individually or in groups. • Teach and assess team members, other employees, and students by acting as a mentor and by the use of Turning Point competency framework and preceptorship tools • Be aware of and maintain professional standards of conduct, taking action if others do not meet the required standard. • Support the development needs staff, take appropriate action and maintain and monitor via Ongoing Performance Reviews/personal development plans. <p>4. Personal</p> |
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- Take responsibility for own professional development by maintaining existing skills and developing new ones relevant to specific professional practice.
- Maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training. Participate in ongoing performance reviews contribute to and take ownership for a personal development plan.
- Act with integrity and demonstrate accountability for actions taken.
- Adhere to professional, organisational and departmental standards/policies at all times.
- Recognise own personal strengths and weaknesses and identify appropriate strategies to enhance the strengths and overcome or minimise the weaknesses.
- Apply effective personal effectiveness skills in terms of time management, prioritisation, resource management, self-motivation and team work.

OTHER RESPONSIBILITIES:

1. Confidentiality

The post holder must maintain confidentiality of information relating to patients, staff, and work in accordance with data protection and GDPR legislation. Adherence to Turning Point's information governance and handling information including GDPR policy's and procedures.

2. Health and Safety

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) as well as the requirements of other current legislation applicable to their work duties and must:-

- Be responsible for their own health and safety in the workplace
- Take all reasonable care for the health and safety of others who may be affected by the way he/she works
- Co-operate and comply with health and safety provision including training

3. Risk Management

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

Line Managers:

It is the responsibility of line managers to ensure:-

- All staff working in their area understands and is familiar with all infection control policies, procedures and guidelines (to include hand decontamination, correct use of PPE and care and management of patients with communicable infections). Where staff are required to wear PPE, managers are responsible for ensuring that PPE is readily available and staff understand and are competent in its use.
- All staff in their area are aware of and adhere to the Trust's hand hygiene policy.
- Ensure that the Occupational Health and Infection Control Departments are notified of any staff with known or suspected symptoms of a communicable infection report (e.g. - infectious symptoms such as diarrhoea and /or vomiting, rashes etc.). The employee should be asked to maintain regular contact with their manager and inform them as soon as possible of their expected date of return, (as a minimum

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| | <p>the employee should endeavour to give 24 hours notice of their intended return to duty)</p> <ul style="list-style-type: none">• That staff do not attend or remain at work whilst infected with organisms that have the potential to cause outbreaks or severe infection among patients and colleagues. Should a member of staff report symptoms of any of the conditions or infections below, whilst at work, arrangements should be made for them to contact the Occupational Health Department (or Microbiology Department during evening/night/weekend hours) to evaluate their fitness to work. <p>Severe skin problems – rashes, infections, lesions, uncontrolled eczema or psoriasis.</p> <p>Gastro Intestinal Problems – diarrhoea/vomiting.</p> <p>Respiratory Problems – flu symptoms or suspected</p> |
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PERSON SPECIFICATION

| ATTRIBUTE | ESSENTIAL |
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| Experience | <ul style="list-style-type: none"> • Experience of working in and understanding of the substance misuse sector, particular experience in relation to assessing, management of medically assisted alcohol withdrawal (MAW). • Experience of contribution to effective and safe care plans and discharge plans. • Experience in delivering staff training/CPD. • Awareness of health issues relating to substance misuse. • 2 years in Substance Misuse at minimum band 6 level. • Experience of providing clinical leadership through managing and supervising multidisciplinary staff. • Experience in multi-agency working and training. • Awareness and experience of contributing to effective clinical governance. • Experience in reporting and managing incidents effectively. |
| Qualifications | <ul style="list-style-type: none"> • RMN or RGN at degree level(or equivalent) with Current NMC Registration. • Evidence of continuing personal development/revalidation and post-registration training in the nursing care, assessment and treatment with substance misuse clients. |
| Personal Qualities | <ul style="list-style-type: none"> • Ability to work within a multidisciplinary team. • Ability to work in partnership with other agencies. • Ability to treat service users with respect and dignity at all times, adopting a culturally sensitive approach, which considers the needs of the whole person. • Able to build constructive relationships with warmth and empathy, using good communication skills. |
| Management / Supervision / Coordination skills | <ul style="list-style-type: none"> • Ability to work with autonomously. • Act as a role model. • Demonstrable clinical knowledge in supporting and treating alcohol related harm and dependency. • Ability to lead and develop teams. • Ability to provide and co-ordinate clinical and management supervision. • Ability to lead and facilitate decision-making processes. • Able to co-ordinate work flows, determine staff rota's. • Able to supervise the work performance and attendance of a team. • Be able to manage all aspects of work including: identifying training needs, carrying out appraisals, full management of sickness absence; manage conduct; and capability cases. • Assist on interview panels. |

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| Written skills | <ul style="list-style-type: none"> • Be able to write complex reports and formulate policies. • Able to comment on complex documents such as policies/reports. • Ability to conduct clinical audit processes. • Fluency in written English Language. |
| Communication/Verbal skills | <ul style="list-style-type: none"> • Ability to work autonomously. • Ability to work within a multidisciplinary team. • Ability to lead and develop teams. • Ability to provide and co-ordinate clinical and management supervision. • Ability to lead and facilitate decision-making processes. • Organisational skills. • Assessment skills, including an understanding of risk assessments. • Ability to chair and conduct meetings. • Ability to conduct presentations and present findings. • Act as a service user advocate. • Ability to work in partnership with other agencies. • Ability to treat service users with respect and dignity at all times, adopting a culturally sensitive approach, which considers the needs of the whole person. • Ability to communicate at complex levels and with service users who may have challenging behaviours. • Fluency in verbal English Language. |
| Responsibility for financial and physical resources | <ul style="list-style-type: none"> • Able to manage a non- pay budget. |
| Knowledge | <ul style="list-style-type: none"> • Demonstrable clinical knowledge of substance misuse and alcohol withdrawal. • Expert knowledge of alcohol detoxification. • Evidence of on-going training and practices, in the field of substance misuse and public health prevention. • Knowledge and understanding of legislations pertaining to mental health, substance misuse and related fields of interests. • Knowledge and understanding regarding the Mental Capacity Act and the impact of alcohol related cognitive impairment. |
| Mental Effort | <ul style="list-style-type: none"> • Able to research complex information. • Able to interpret and analyse complex data. • Analysis of statistical information and ability to make appropriate recommendations based on findings. • In managing conflicting priorities and organizing time effectively. |
| Working Conditions | <ul style="list-style-type: none"> • Flexibility to travel to other sites and Community Venues\external meetings. • To be able to work with challenging service users. • To be able to demonstrate understanding of risk assessments e.g. Blood Borne Viruses risk. |

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| Emotional Effort | <ul style="list-style-type: none">• Able to demonstrate personal resilience during periods of stress and challenging working conditions. |
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