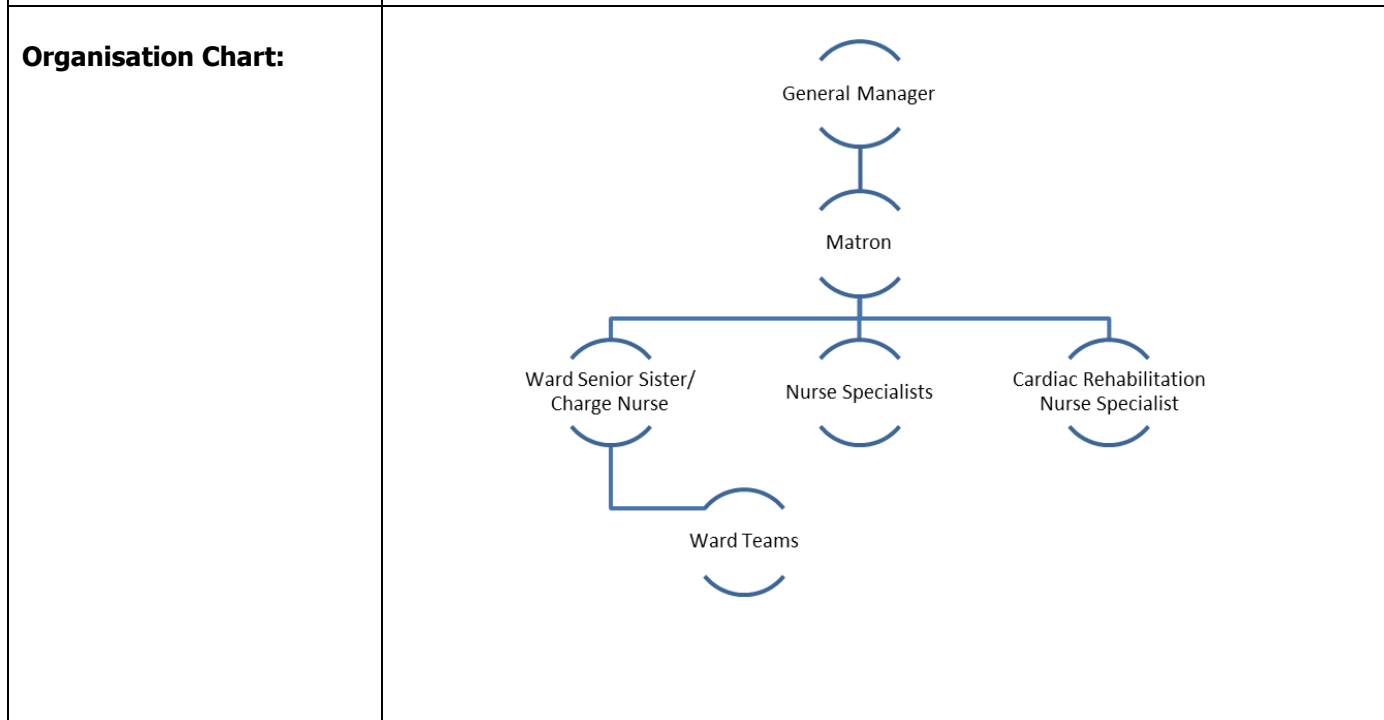




ISLE OF MAN DEPARTMENT OF HEALTH & SOCIAL CARE

JOB DESCRIPTION

Job Title:	Cardiac Rehabilitation Nurse Specialist
Location:	Noble’s Hospital Unscheduled Care
Accountable to:	General Manager
Reports to:	Matron
Pay Band:	7
Job Evaluation Reference No:	1071/JE/16



JOB PURPOSE

Takes the management lead for the service and supports the cardiac rehabilitation team with responsibility for the provision, national audit data collection and input and development of Island-wide cardiac rehabilitation services for 250-300 patients per year, co-ordinating activity of the multidisciplinary cardiac rehabilitation team and liaising with outside agencies. Primary point of contact for patients, relatives, carers and healthcare professionals on Island and throughout UK for all matters related to cardiac rehabilitation on the Isle of Man.



The Cardiac Rehabilitation Nurse will assess, plan, implement and evaluate the care of patients requiring cardiac rehabilitation and their families/carers. In particular the nurse will:

- help the patient; relatives and carers come to terms with their illness and reduce any fears which may impede their recovery
- through the process of explanation and understanding educate the patient and relatives as to the process of coronary artery disease and their cardiac event
- enable the patient to identify their individual risk factors and to encourage and initiate long term changes in lifestyle behaviour where indicated
- enable the patient to take responsibility for their illness and through lifestyle modification and compliance with treatment prevent or delay recurrence of a coronary event
- reduce anxiety and depression
- help the patient to return to optimum health within the confines of their disease in a confidential and empathic environment.

KNOWLEDGE, TRAINING & EXPERIENCE REQUIRED TO DO THE JOB

- Registered Nurse with current Nursing and Midwifery Council [NMC] (2018) registration.
- Degree in relevant Health Care Studies (or working towards)
- Possesses a recognised teaching and assessing qualification (or working towards)
- Willingness to undertake leadership/management training.
- Nurse Prescriber or willing to undertake Prescribing Programme.
- Significant accumulative post registration experience, with relevant experience within cardiac services.
- Able to demonstrate in depth knowledge base of subject, including knowledge of current research and literature within cardiac rehabilitation and cardiology.
- Membership of specialist association (British Association for Cardiovascular Rehabilitation).
- Undertake and develop personal development plans in agreement with line manager, and identify own development requirements within the specialist role and needs of the organisation
- Maintain a level of continuing education and development to achieve and maintain the competencies of the cardiac rehabilitation nurse.
- The post holder will have computer skills that enable the post holder to use e-mail, Word, Excel, Power point and specialist software to facilitate communication, presentations for patient education and student teaching.
- The post holder will be able to demonstrate evidence of organisational, time management and administrative skills, and the ability to work within a multidisciplinary team.
- The post holder will have a working knowledge of the British Association of Cardiovascular Rehabilitation (BACR) standards of practice.
- The post holder should have an Immediate Life Support (ILS) certificate, as recognised by the UK Resuscitation Council.
- The post holder should be familiar with, and participating in the appraisal system appropriate to the service.
- The post holder must be a qualified 'Heart Manual' facilitator or willing to train as such.



MAIN DUTIES & RESPONSIBILITIES

- Responsible for the teaching, education and training of patients with coronary heart disease as a major part of job responsibility. This includes the initial education for 200-250 cardiac rehabilitation patients per year (60% of time).
- Collects data and contributes to audit within specialist area (cardiac rehabilitation and secondary prevention)
- The post holder will act as a visible, accessible source of advice and support for patients, their family and carers in matters relating to cardiac rehabilitation.
- Manages the cardiac rehab service with support from the Lead Consultant Cardiologist, provides advice in specialist area (cardiac rehabilitation and secondary prevention) across the boundaries of healthcare.
- Promotes the cardiac rehabilitation service within the organisation, nationally and, if appropriate, internationally.
- Exercises clinical judgement in identifying and assessing complex events, problems or illnesses where a broad range of options or implications need to be considered and consults with the Clinical Medical Lead, as required.
- To supervise patients cardiac rehabilitation programmes in group sessions. (See appendix 1) (20% of time).
- In collaboration with the Clinical Lead and following national guidance takes responsibility for planning specialist programmes of care and provides specialist advice to patients, relatives, carers and the multidisciplinary team on a daily basis.
- Acts as source of advice regarding development of the service to main budget holders within the organisation.
- Promote and adhere to organisational policies and procedures
- Attend mandatory core training as defined by the organisation
- In consultation with lead consultant makes decisions regarding patients suitability for cardiac rehabilitation (regardless of who has referred them) taking into account both cardiac and non-cardiac factors, using clinical reasoning skills to determine what form of rehabilitation programme is suitable for the patient. This may differ from the original request by the medical practitioner, and the post holder is responsible for discussing the reasoning behind the planned intervention with the referring practitioner in order to ensure that the correct treatment is provided.
- Organise and provide Cardiac Rehab Clinics on a weekly basis.
- Promote and adhere to organisational policies and procedures.

CLINICAL

- Makes autonomous clinical decisions in planning and prioritising patient care and refers to members of the multi disciplinary team appropriately, taking into account the role skills and competency of staff when referring work. This includes referring work to the cardiac rehabilitation physiotherapist, occupational therapist, dietician and medicines information pharmacist according to the individual needs of each patient.
- Utilises a range of diagnostic tools and interprets results within the assessment and diagnosis of patients with coronary heart disease and other patient conditions, providing advice on the appropriate course of action
- Advises on the delivery of patient-centred care for the client group within the defined specialist area to include assessing, planning, implementing, and evaluating specialist care on a daily basis
- Provides specialist information and advice to the client group in accordance with local policies and protocols; interpreting broader national and international guidelines (e.g. guidelines from NICE, British Association for



Cardiovascular Rehabilitation, National Service Framework for Coronary Heart Disease).

- Receives referrals related to the speciality from the client group and multidisciplinary team (hospital doctors, GP's, Health Visitors, Practice Nurses, hospital based nurses, other hospital based health professionals and the regional Cardiothoracic Centre).
 - Independently refers to other disciplines (Health Visitors, Practice Nurses, dieticians, pharmacists, GP's, cardiac rehabilitation nurses throughout the UK).
- To supervise patients cardiac rehabilitation programmes in group sessions. (See appendix 1).
- Recognises own limitations in the provision of clinical care and/or advice, referring to other multidisciplinary professionals accordingly
- Acts as a specialist resource (cardiac rehabilitation) to multidisciplinary teams and patients, relatives and carers
- Performs specialist clinical skills in assessment, diagnosis and treatment within specialist area (including ordering blood tests
- Interprets results from clinical investigations and recommends appropriate treatment (e.g. cholesterol tests)
- Acts as a professional role model by ensuring that own and others (multidisciplinary cardiac rehabilitation team) practice is in the best interests of the client group
- Manages the cardiac rehabilitation service and consults with the Clinical Lead managing a client group of 200-250 cardiac rehabilitation patients per year.
- Gives specialist advice on interventions and treatment and evaluates their effectiveness
- The post holder will be expected to create and maintain individual patient records within the format of professional standards, DH standards, legal standards and departmental standards.
- The post holder will be professionally and legally responsible and accountable for all aspects of their professional activities, working within codes of practice and professional guidelines.
- The post holder is required to inform the relevant agencies of any cases of child or adult abuse, such as child abuse, domestic violence or abuse.
- Receives referrals related to the speciality from the client group and multidisciplinary team (hospital doctors, GP's, Health Visitors, Practice Nurses, hospital based nurses, other hospital based health professionals and the regional Cardiothoracic Centre).
- Independently refers cardiac rehabilitation patients to other disciplines (Health Visitors, Practice Nurses, dieticians, pharmacists, GP's, exercise professionals, cardiac rehabilitation nurses throughout the UK).
- In collaboration with Clinical Lead request blood tests, related to speciality and drugs received, review results and recommend review by GP or clinical leads
- Design and implement agreed cardiac rehabilitation programmes
- Responsible for ensuring service standards within cardiac rehabilitation for nursing, and for advising on cardiac rehabilitation service standards (British Association Cardiovascular and Pulmonary Rehabilitation and NICE guidelines) for physiotherapy, occupational therapy, dietetics and pharmacy.



PROFESSIONAL

- Undergoes professional and personal training and development as identified through IPR process or in response to change in service needs in collaboration with line manager.
- Maintains the necessary NMC Revalidation requirements and maintains own development
- Acts as a professional role model and maintains effective leadership skills within the cardiac rehabilitation service
- Demonstrates strong clinical and professional leadership skills with creativity to inspire and motivate others within and outside the organisation.
- In conjunction with the lead consultant and heart failure specialist nurse develop local cardiac rehabilitation services for heart failure patients according to national guidelines.
- Contributes, at a local and national level, to developments and policy formation within the specialist area
- Maintains and increases level of specialist knowledge and competence through continual professional development (including formal education courses, attendance at national and international conferences, networking with other professionals in the field and private study).

TRAINING, EDUCATION & RESEARCH

- Responsible for formulating plans, implements, and evaluates initial educational programmes related to the cardiac rehabilitation services (for 200-250 cardiac rehabilitation patients, their relatives and carers per year) and co-ordinating multidisciplinary input
- The post holder will be available for informal education for patients, relatives and carers, in the form of answering questions on an individual basis, both in person, over the telephone and by e-mail.
- The post holder will provide formal education to patients, relatives and carers, in the form of Power Point presentations, question and answer sessions, and production and distribution of written material and evaluate same.
- The post holder will actively promote lifestyle changes required for the reduction in coronary heart disease for patients, relatives and carers at every appropriate opportunity.
- Interprets and implements new and existing national/international guidelines and recommendations which relate to the cardiac rehabilitation specialist service (e.g. NICE guidelines on treatment of coronary heart disease and cardiac rehabilitation, National Service Framework for Coronary Heart Disease, British Association for Cardiovascular Rehabilitation Guidelines, implementation of Heart Manual and Angina Plan methods of cardiac rehabilitation)
- Is responsible for raising awareness to multidisciplinary teams of current/new research and practices; disseminating this knowledge within the cardiac rehabilitation service, Health Visitors and Practice Nurses through direct contact.
- In support of the Clinical Lead participate in research and/or evidence based projects on behalf of the organisation (e.g. orders tests).
- Provides mentorship / preceptorship to pre and post registered health care professionals.

PLANNING & ORGANISATIONAL SKILLS

- Independently plans and organises own case load, responsible for prioritising changing workload against the needs of patients and service requirements. Most patients are emergency admissions, derived from medical clinics or referred from the regional cardiothoracic centre, and therefore workload is unpredictable. Also



includes ensuring that referred patients are seen in a timely manner despite the variable and unpredictable nature of the workload.

- Organises the cardiac rehabilitation courses for groups and individual patients and their relatives /carers. This involves tracking patients through their treatment pathway in order that cardiac rehabilitation can be incorporated at the appropriate time.
- Participates in the efficient collection of data to be entered into the computer for local and national audit. The national audit has to be done within a specific time frame.
- Planning and organising evidence based care interventions and specialist advice in a variety of settings, within the hospital and community, to promote flexibility and choice for client group (cardiac rehabilitation patients) and to maximise uptake of the service.

COMMUNICATION

- Establishes and maintains effective communication with a wide range of people to ensure delivery of the cardiac rehabilitation service, working formally and informally with:
 - Patients, relatives and/or carers
 - All members of the multidisciplinary team, including medical staff and allied health care workers
 - Heads of Departments
 - Nurse Educators
 - Committees
 - Electro Bio Medical Engineering [EBME]/Estates Department
 - Fellow professionals in a similar field across the UK
- Provides and receives information orally, in writing or electronically, to inform clients, work colleagues, and the public, for example via fax, over the telephone, letter, and email.
- Participates in audit and the production of reports which are disseminated to multi professional teams within the organisation. E.g. National Audit for cardiac Rehabilitation
- Identifies and influences change in practice resulting from audit in specialist area and communicates these (through line manager) to Senior Management teams within the organisation.
- Gives highly complex sensitive specialist advice to patients, carers and the multidisciplinary team in a manner appropriate to the level of knowledge and understanding of each individual. This includes explaining the results of complex investigations and the range of treatment options available, all of which will have advantages and disadvantages, and will potentially have a large effect on long term outcome and health.
- Responsibility for the development, review and updating of written patient and staff information and educational material, ensuring that it is evidence based, and that all information is available in other formats according to patients requirements.
- Gives unwelcome and distressing news, with regards complex clinical conditions to patients and relatives or carers, and members of the multidisciplinary team, which may be difficult to understand or accept, in a sensitive manner appropriate to the level of knowledge and understanding of each individual (e.g. the need for cardiac surgery, or the implications a cardiac condition or treatment could have on their employment).
- Provides and receives complex, sensitive or contentious information, where persuasive, motivational or training skills are required in the presence of barriers preventing co-operation or understanding. This includes explaining complex cardiac conditions to patients and their relatives who may have limited understanding, and gaining their cooperation in achieving lifestyle changes that would be beneficial to their health, such as smoking cessation or major changes to their diet or exercise habits.
- Patients, relatives and carers are encouraged to contact any member of the multidisciplinary team, for advice at any time during rehabilitation, or after discharge from the programme, either in person, by telephone or e-mail. The post holder must be able to respond to any query and to recognise when referral to other professionals is necessary, for instance arranging further appointments with the consultant, dietetics



department, attendance at A&E, or emergency admission via ambulance.

- The post holder is required to provide timely and comprehensive discharge summaries to health visitors, in order to provide continuity of care.

MANAGERIAL/LEADERSHIP

- Acts as an effective clinical and strategic role model and resource for collaborative working involving the multidisciplinary team, including medical staff, patients and relatives, or carers, within the organisation
- Represents the organisation locally, nationally and/or internationally through attendance at specialist conferences (e.g. annual British Association Cardiac Rehabilitation conference), courses and/or exchange programmes.
- Provides mentorship/preceptorship to pre and post registered health care professionals, including medical staff
- Overall responsibility for the monitoring of levels of stock/equipment required in the specialist area.
- Is responsible for the evaluation of the specialist service, and plans improvements in service provision, to ensure continued effectiveness of the service. This includes audit of cardiac rehabilitation outcomes, audit of secondary prevention measures for patients with coronary heart disease events, feedback from client group – both oral and written, monitoring of waiting times for cardiac investigations and production of quarterly reports for Divisional Manager.
- Clinically supervises members of the multidisciplinary team who are providing care within the specialist field.
- To co-ordinate annual leave within the cardiac rehabilitation team to ensure safe cover and follow annual leave policy.
- Assist with the introduction of new members of the team, and students (from a variety of disciplines) on placement within the speciality to the team and provide feedback to the various training faculties as requested.
- To communicate with staff within the health services on a regular basis regarding the objectives, plans and developments within the cardiac rehabilitation service.
- Participates in the monitoring, evaluation and development of the service in accordance with local, national and international guidelines/best practice
- Recognises, has knowledge of and is aware of the importance of collaborative working within the organisation.
- Accesses other professionals with specialist knowledge for support and mentorship.

CLINICAL GOVERNANCE

- Adheres to organisational, policies, procedures and current legislation relating to own workplace (cardiac rehabilitation and cardiology specialist nursing)
- Actively encourages staff members within the organisation to adhere to policy
- Contributes, writes and evaluates current policies within specialist area with the specialist clinical team
- Ensures compliance with the reporting of adverse events and assists in the investigation of incidents and complaints (e.g. accidents during cardiac rehabilitation exercise, fall in blood pressure, during or after exercise, adverse reactions to exercise).
- Contributes to the Development and implementation of clinical audit to measure local standards against national standards and/or policies within the cardiac rehabilitation.
- Contributes to the development of the annual report in conjunction with the Clinical Medical Lead.



SYSTEMS & EQUIPMENT

- Possesses in-depth knowledge of all equipment used within the speciality (e.g. gym based exercise equipment, various IT equipment and software programmes including specialised cardiology programmes, blood pressure monitoring equipment.)
- Ensures equipment is safe for use, stored correctly, decontaminated after use, maintained with service records kept in accordance with local policy and manufacturer's instructions
- Uses electronic data systems (Medway) on a daily basis (straightforward). Also communicates using email, electronic referrals and faxes from UK and IOM
- Comply with the requirements of the data protection act at all times of practice.

DECISIONS & JUDGEMENTS

- Interprets local, national, and international policies and guidelines and, contributes to the development of policies and guidelines to reflect local service needs
- Make decisions, with the Clinical Lead regarding the provision and development of the cardiac rehabilitation service based on comprehensive expert knowledge, skills and experience
- Anticipates challenges of future service needs, in collaboration with the Senior Nurse and Clinical Lead contributes towards resolving them proactively, including contributing to the development of policies, procedures and/or guidelines.
- In the absence of precedents and protocols, with the Clinical Lead /Senior Nurse makes decisions which are evidence based and ethically sound in the interest of the patient, relatives and/or carers
- Analyses, interprets and evaluates information from diverse sources to make informed judgements about quality and appropriateness of treatment interventions (e.g. NICE guidelines, National Service Framework for Coronary Heart Disease, British Association Cardiac Pulmonary Rehabilitation guidelines).
- Utilises a range of diagnostic tools and interprets the results within the assessment and diagnosis of the speciality and other patient conditions, providing advice upon the appropriate course of action (e.g. blood tests,).
- Uses specialist knowledge and experience to manage patients proactively by anticipating changes to their physical, physiological and/or psychological well-being and implementing the appropriate actions required
- Makes autonomous clinical decisions, within agreed policies and guidelines, in planning and prioritising patient care, and refers to members of the multidisciplinary team appropriately, taking into account the role, skills and competence of staff when referring.
- Responds to challenging and/or complex situations both clinically and administratively in the interest of patients, relatives, carers and multidisciplinary team (e.g. adverse reactions to exercise during the cardiac rehabilitation programme, including a fall in blood pressure or blood sugar, or the potential for cardiac arrest).
- Uses advanced judgement skills when assessing and advising patients and relatives, or carers, in crisis, or difficult, situations (e.g. assisting patients, relatives ,and carers, to come to terms with their diagnosis ,treatment options ,changes required to their lifestyle behaviour ,and the need for compliance with medications).
- Challenges decisions made by other members of the multidisciplinary team, including doctors, if they are failing to comply with local, national or international policies or guidelines or not in the best interest of the individual patient (e.g. advising junior Drs on the local recommended protocols for myocardial infarction, or acute coronary syndromes, and where they can obtain copies of them).
- Recognises own limitations in the provision of clinical care and/or advice, referring to other members of the



local multidisciplinary team and Line Manager.

- Accountable for own professional actions whilst undertaking all duties, with regard to the NMC Code (2018) and their professional contribution to Clinical Governance.
- Is guided by organisational policies, guidelines and codes of conduct.

Confidentiality

In the course of your duties you may have access to confidential material about patients, members of staff or other business of the Department. On no account must information relating to identifiable patients be divulged to anyone other than authorised persons, for example, medical, nursing or other professional staff, as appropriate, who are concerned directly with the care, diagnosis and /or treatment of the patient. If you are in any doubt whatsoever as to the authority of a person or body asking for information of this nature, you must seek advice from your manager. Similarly, no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe these rules will be regarded by your employers as gross misconduct which could result in disciplinary action being taken against you. In the case of information held on computer systems, you may be held personally liable if you in any way knowingly contravene the appropriate terms of the Data Protection Act 2018.

Health & Safety/Security

It is the duty of all employees to work in such a way that accidents to themselves and to others are avoided, and to co-operate in maintaining their place of work in a tidy and safe condition, thereby minimising risk. Employees will, therefore, refer any matters of concern through their respective line managers. Similarly, it is each person's responsibility to ensure a secure environment and bring any breaches of security to the attention of their managers.

Safeguarding

The Isle of Man is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects staff to share this commitment. Staff must work in accordance with all health and social care policies relating to safeguarding.

JOB DESCRIPTION AGREEMENT

I have read and agree with the content of this job description, and accept that the role will be reviewed annually as part of the development review process.

Job Holder's name (please print).....

Job Holder's signature:

Line Manager's name (please print)

Line Manager's signature:

Date:

Date:



JOB DESCRIPTION APPENDIX 1

PHYSICAL, MENTAL & EMOTIONAL DEMANDS OF THE JOB AND WORKING CONDITIONS

Within this section please describe the nature, level, frequency and duration with which you will be expected to deal with physical, mental and emotional effort and the nature, level, frequency and duration of demands arising from inevitably adverse environmental conditions.

Physical Effort:

- The post holder is required to assist in the putting away of equipment after an exercise session in the gym for example moving hand weights (totalling approx 30 kg), exercise steps, coat racks etc.
- The post holder is also required to assist other members of the team to return the room in which the talks are held back to its original state. This involves stacking approximately 30 wooden based chairs to the sides of the room, so that there is access to storage cupboards and that the floors can be cleaned. The crockery used for patient's drinks has to be placed into a dishwasher, which is done twice a week every week a course is run.
- The post holder is required to stand in the gym while the patients are exercising, for approximately 90 minutes twice a week every week a course is run.
- The post holder is required to take the patients blood pressure before and after each exercise session. To do this, the member of staff is required to stand at, and to lean over a relatively low table. (The table has to be at this height in order for the machine measuring the blood pressure to be at the correct height for accurate measurement). After a prolonged period, this can result in back ache. This is done 4 times a week, lasting about 15 minutes each time for the exercise sessions.
- The post holder is required to walk long distances around the site between wards and departments, going up and down stairs on a daily basis.
- The post holder is required to use the computer on a daily basis for inputting patient data required for audit, viewing patient test results, communicating by e-mail, accessing the internet. Keyboard skills must be sufficient to allow this to be done efficiently and accurately. Time spent using a keyboard can vary from day to day usually several 15 minute periods, dealing with e-mails, entering patient data to obtaining patient blood results.
- The post holder is required to drive during working hours, when carrying out a home visit with new patients who may have had recent cardiac surgery and are unable to drive, which covers the whole of the island.

Mental Effort:

- The post holder is required to have in depth discussions with patients, relatives and carers in a variety of settings. This involves obtaining a wide variety of data from the patient, medical or nursing notes or computer, consideration of such data, followed by giving the patient a detailed explanation of their cardiovascular health problems, medication regime, treatment options and recommended lifestyle changes to improve their health, requiring persuasive and motivational skills. This also requires the use of a software programme to illustrate the benefits of treatment and lifestyle changes. Each such meeting can take 1-2 hours requiring considerable concentration. Approximately 18 - 25 such meetings are required each month.
- The post holder is required to co-ordinate and supervise all cardiac rehabilitation patients group exercise programmes. Group exercise sessions may involve up to 26 people and take place two afternoons each week. There is usually 3 cardiac rehabilitation staff present during these sessions. All sessions involve supervising sometimes high risk cardiac patients in a challenging environment,



requiring constant attention. As the patients are all carrying out exercise on different pieces of equipment at the same time, in different areas of the gym, this is mentally very demanding and requires intense concentration for the duration of the sessions, as events can be very unpredictable. The patients need to be closely monitored to ensure safe use of the equipment, and to detect any potential respiratory or cardiac problems early. During this time, there can be frequent interruptions from patients and relatives asking questions, staff passing on messages, and dealing with untoward incidents e.g. minor accidents. In the event of an accident or cardiac event, as well as dealing with the casualty the other patients need to be taken care of. This is very demanding and requires intense concentration for the duration of the sessions. All exercise sessions take place in the Rehabilitation Gymnasium, and total approximately 3 hours exercise supervision per week, requiring intense concentration.

- Each patient is assessed individually to identify what form their cardiac rehabilitation should take. The assessment involves interviewing the patient to obtain details of current levels of activity, quality of life (using a recognised assessment tool) and anxiety and depression score. The patient's cardiac risk is assessed using a recognised assessment tool. The patient is weighed and blood pressure and waist measurement taken as part of the cardiac risk assessment. The post holder then decides if the patient is suitable clinically for this form of exercise. If it is decided that the patient is unsuitable, or if the patient doesn't want to take part, then the post holder must discuss with the patient and, if appropriate their partner, what other options are available. The patient's diagnosis is explained, how this may affect exercise, and what activity level can be expected long term by the patient. Each assessment takes about 30 minutes, during which time concentration is required. Approximately 4 such assessments are required each month.
- The post holder is required to spend time at the computer, inputting patient data, viewing patient test results and communicating by e-mail. This is done in the Cardiac Rehabilitation Office. There are frequent interruptions from staff, patients, relatives or carers, either by telephone or in person. In any one hour of "key board/office work time", there are generally 5-6 interruptions requiring attention. Time spent using a keyboard can vary from day to day, usually several 15 minute periods.
- Requirement to concentrate while completing complex tasks, this involves simultaneous observation of the patient's condition, blood pressure. Deterioration in the patient's condition can be sudden requiring immediate corrective action.
- Carrying a pager on a daily basis leading to interruptions at any time.

Emotional Effort:

- Give unwelcome and occasionally distressing news to patients, relatives and carers on an almost daily basis. This includes the diagnosis of coronary disease, need for cardiac surgery or the need for difficult lifestyle changes.
- The post holder must be able to explain to the patient, and if appropriate carers or relatives, the sometimes highly complex nature of their condition, in order to gain their acceptance of the need for often significant lifestyle changes, for example smoking cessation. The patient must fully understand the reasons that changes are needed in order to make informed decisions about their treatment, and to cooperate with an appropriate treatment programme. This involves communicating complex information in a way that the patient can understand, taking into account the underlying level of knowledge that the patient may have and any misconceptions about their condition. This can be quite an emotional time for patients, and information needs to be given in an empathetic manner. This is a core element of the role and takes place on a daily basis.
- The post holder must decide if the patient is suitable clinically for the exercise component of cardiac rehabilitation. If it is decided that the patient is unsuitable, or if the patient doesn't want to take part, then the post holder must discuss with the patient and, if appropriate their partner, what other options are available. The patient's diagnosis is explained, how this may affect exercise, and what activity level can be expected long term by the patient. This can sometimes be a difficult



discussion, as the patient's expectations, or their relative's, may not be realistic. This takes place approximately once per week.

- In the event of patient collapse or cardiac arrest, the post holder will be an active member of the immediate resuscitation team, before the arrival of the cardiac arrest team, which is an extremely stressful time. Once the team has arrived, the post holder has to deal with any relatives, and the other patients who might be present. This can be a very stressful and emotional time. This is a rare event.

Working Conditions:

- The post holder may have to monitor diabetic patients' blood sugar levels to determine if they are at a safe level and involves taking capillary blood samples from the patient, using a glucometer, interpreting the result and taking remedial action when necessary. This involves exposure to blood, and may happen once per week.
- The post holder is occasionally exposed to other bodily fluids, including vomit and sweat, and is very occasionally exposed to hostility in the form of verbal aggression or inappropriate behaviour.
- Exposure to excessive temperatures (office can be hot; gym is air conditioned to keep cool for patients exercising, but is cold for staff who are not exercising). Time in the gym is approximately 1 hour twice per week. Office time is approximately two hours per day on average.
- Exposure to unpleasant smells / odours (e.g. sweat twice weekly).
- Working in isolation (domiciliary visits) approximately 1-3 visits per month.
- Working in cramped conditions on a daily basis (small office, multiple users).

AGREEMENT OF ABOVE DESCRIPTION

I have read and agree with the above description.

Job Holder's Name (please print)

Job Holder's Signature:

Date:

Line Manager's Name (please print)

Line Manager's Signature:

Date:



ISLE OF MAN DEPARTMENT OF HEALTH & SOCIAL CARE

MEDICAL DIVISION

POST Cardiac Rehabilitation Nurse

PERSON SPECIFICATION

CRITERIA FOR SELECTION	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT	LINK TO KNOWLEDGE & SKILLS FRAMEWORK
QUALIFICATIONS	<p>Registered Nurse with current Nursing and Midwifery Council [NMC] (2018) registration</p> <p>Degree in relevant Health Care Studies (or working towards)</p> <p>Possesses a recognised teaching and assessing qualification (or working towards)</p>	<p>Working towards MSC in Cardiac Rehab, or willingness to undertake</p>	<p>Application/CV/NMC check</p>	
KNOWLEDGE & EXPERIENCE	<p>Significant accumulative post registration experience, with relevant experience within cardiac services.</p> <p>Evidence of ability to critically analyse research and audit findings, making recommendations and implementing changes in practice.</p> <p>Evidence of working on own initiative, managing time and prioritising workload</p> <p>Maintains professional portfolio in accordance with NMC Revalidation</p> <p>Demonstrates evidence of skills training, assessing and teaching</p>	<p>Experience in planning, developing and delivering educational programmes.</p>	<p>Application/CV/Interview</p>	



<p>SKILLS & ABILITIES</p>	<p>Demonstrates the ability to provide expert clinical advice</p> <p>Experience in making independent judgements whilst being aware of own limitations</p> <p>Ability to communicate with staff of all disciplines and professional backgrounds</p> <p>Demonstrates ability to communicate complex information at an appropriate level of understanding to a wide range of individuals</p> <p>Demonstrates the ability to utilise information technology including Microsoft word, PowerPoint, e-mail, Medway, etc</p> <p>Evidence of participation in projects Demonstrates ability to manage difficult and sensitive situations</p> <p>Current ILS certificate</p> <p>Heart Manual facilitator or willing to train as such.</p>	<p>Evidence of leading projects (e.g. audit, policy, training) across an organisation</p>	<p>Application/CV/Interview</p>	
<p>PERSONAL ATTRIBUTES</p>	<p>Demonstrates personal motivation</p> <p>Excellent organisational skills</p> <p>Flexible working approach.</p> <p>Professional integrity and confidence</p> <p>Demonstrates creative approach</p> <p>Ability to influence others</p>		<p>Application/Interview</p>	



OTHER RELEVANT REQUIREMENTS	Full valid Driving Licence and access to own vehicle Satisfactory Police Check	Membership of specialist association (<i>British Association of Cardiac Rehabilitation</i>) Isle of Man Worker	Application/CV/Interview Pre-employment Checks	
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