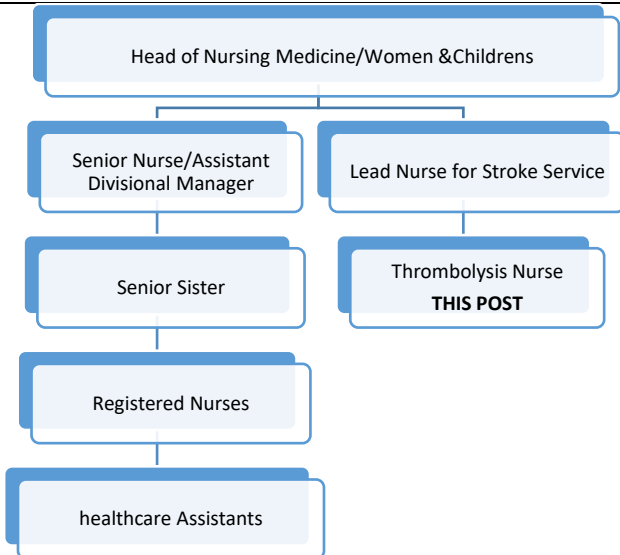


JOB DESCRIPTION

Job Title	Stroke Thrombolysis Nurse
Location/Division	Stroke Unite, Noble’s Hospital, Medical Division
Reports to	Lead Nurse Stroke and Stroke Unit Senior Sister
Pay Band	6
Job Evaluation Reference No.	0998v2/JE/17
Organisation Chart	 <pre> graph TD A[Head of Nursing Medicine/Women & Childrens] --> B[Senior Nurse/Assistant Divisional Manager] A --> C[Lead Nurse for Stroke Service] B --> D[Senior Sister] D --> E[Registered Nurses] E --> F[healthcare Assistants] C --> G[Thrombolysis Nurse THIS POST] </pre>
Job Purpose	<p>To deliver quality nursing care through:</p> <ul style="list-style-type: none"> • Assessment, planning, delivering and evaluating care • Clinical care within specialist area of nursing – Stroke and stroke thrombolysis • Support the patient through the stroke pathway to ensure timely access to all care required as per national guidelines. • Deputise for the Lead Nurse for Stroke • Practice as a member of a multi-disciplinary team • Support the Senior Sister/Charge Nurse to supervise the unit /department, including the employing and selection of staff, deployment and supervision • Ongoing assessment of staffing needs and skill mix requirements in accordance with clinical activity and patient dependency • Supervise and educate junior nursing, and medical staff • To take responsibility for co-ordinating and facilitating the activities of stroke unit and thrombolysis service during each shift • To take responsibility for allocated activities which are part of service development, staff education or patient experience • Support the Lead Nurse for Stroke within the delivery of stroke thrombolysis and the stroke service.

<p>Communication & Relationship Skills</p>	<p>Establishes and maintains effective communication with a wide range of people to ensure delivery of the stroke service, working both formally and informally with:</p> <ul style="list-style-type: none"> ○ 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 ○ External agencies and educational institutes and bodies' e.g. Social Services; League of Friends; Stroke Foundation. ○ Fellow professionals in a similar field across the UK e.g. at conferences, workshops and Stroke UK meetings ○ Patient led groups; the general public on raising awareness days; Private companies and businesses; other Government agencies e.g. Police; Fire Service and Prison Service <ul style="list-style-type: none"> ● Formulates, creates and delivers presentations locally in relation to stroke ● Provides communication about stroke services on the Isle of man within a variety of forums ● Provides and receives information orally, in writing or electronically to inform clients, work colleagues and the public ● Involved in audit and the production of reports which are disseminated to multi professional teams within the organisation ● Able to communicate effectively with patients and carers regarding their illness and prognosis, including various ethical issues arising out of this illness in a sensitive and empathetic manner ● Provides and receives multi factorial, sensitive or contentious information, where persuasive, motivational or training skills are required in the presence of barriers preventing co-operation or understanding, e.g. mental ill-health, medication, learning or physical disabilities/impairments ● Contribute to the accurate maintenance of healthcare records in line with NMC standards, local polices using Patient Administrative System (PAS) and Patient Record Tracking system as required ● Attends multidisciplinary meetings e.g. directorate meetings, Professional Forum, Morbidity and mortality.
<p>Knowledge, Training & Experience</p>	<ul style="list-style-type: none"> ● Registered Nurse with current Nursing and Midwifery Council (NMC) registration, or Registration with the Health Care Professionals Council ● Post registration experience to include experience in stroke care preferably including thrombolysis

	<ul style="list-style-type: none"> • Degree or equivalent knowledge gained through experience or prepared to work towards first level degree in relevant Health Care Studies within 4 years • Possesses a recognised teaching and assessing qualification at level 5 or equivalent • Mentorship/Preceptorship training • Leadership/management qualification or willing to work towards • Knowledge of IT skills, i.e. E-mail, Microsoft Word, excel • Maintain a level of continuing education and development to achieve and maintain the competencies of the role • Knowledge of current research and literature within speciality • To undertake and demonstrate competence within particular skills required for speciality e.g. venepuncture, ECG analysis and monitoring, Advanced Life Support Skills and blood chemistry analysis • Actively engage with research and evaluation; and develop formal education links with an education establishment.
<p>Main Duties & Responsibilities</p>	<ul style="list-style-type: none"> • Act as a positive professional role model with regards to attitude, conduct and presentation • In the absence of the Sister/Charge Nurse assume responsibility for the supervision of the unit • In conjunction with Sister/Charge Nurse set, monitor and evaluate standards of care within defined policies, procedures, standards and protocols to ensure adherence to and delivery of a high quality service • Propose and implement changes to working practices • Lead, support, teach, advise, appraise junior and unqualified grades of staff to ensure development needs are identified and a cohesive multidisciplinary team approach is maintained. Implement staff personal development plans to meet ongoing development needs • Ensure equipment is maintained (disposables and non-disposables) and stock is managed so all resources are economically used <ul style="list-style-type: none"> • Be involved in clinical audit and with the support of the lead nurse take shift responsibility for the stroke national audit, local audits, performance indicators and quality measurements • Maintain patient records within agreed standards as stated in the NMC Record Keeping Guidelines on every shift and ensure that other staff are aware of their responsibilities/ accountabilities in keeping accurate records • To be an active part of the development, teaching and delivery of training and development programmes for medical, nursing and allied healthcare professionals across the island • To be part of the governance of the stroke service particularly in relation to thrombolysis

	<ul style="list-style-type: none"> • Provide specialist skills and knowledge in relation to stroke thrombolysis within agreed local and national guidelines • Promotes the local specialist service in stroke and TIA service in the within the organisation and island wide • Promote and adhere to organisational policies and procedures furthermore create policies and procedures to support the stroke service with the support of the lead nurse for stroke • Attend Mandatory core training as defined by the organisation, also ensure that all training required for the delivery of the speciality is up to date to support the service need and demand • Support patients through their journey ensuring that there is effective commination with all relevant service providers • Co-ordinate services between medical consultant teams, ED staff, Radiology and stroke unit especially during the hyper acute pathway of stroke and TIA patients • Facilitate stroke services to include hyper-acute, acute and rehabilitation • Keep accurate and timely records of all interactions.
<p>Clinical</p>	<ul style="list-style-type: none"> • Attending ED to respond to emergency admission calls and urgent referrals from hospital consultants in relation to the delivery of thrombolysis and the stroke pathway • Develop necessary skills to assess acute TIA/Stroke patients to make appropriate diagnosis, use basic tools in stroke care, e.g. NIHSS scoring and plan acute care with the help of appropriate clinicians on duty • To assess, plan, implement and evaluate own and others nursing care and address ongoing health education issues by which each patient has a coherent and comprehensive management plan. These plans will be developed in conjunction with the patient and carer according to their needs • Acts as a professional role model by ensuring that own and others practice is in the best interests of the client group • To participate in Multidisciplinary Team Meetings, ward rounds and case conferences, contributing to the co-ordination and planning of patient care • Actively participates in and facilitates the stroke and Neuro-Vascular multidisciplinary in conjunction with the lead nurse for stroke, working to ensure decisions are made regarding diagnosis, treatment, and individual care needs in line with operational policies • On a daily basis lead the delivery of stroke thrombolysis by a variety of means ensuring adherence to local and national guidelines • Undertake comprehensive health care needs assessment and re-assessments for patients with varying degrees of complex health problems using advanced clinical and analytical skills to formulate, develop and implement plans of care

	<ul style="list-style-type: none"> • Contribute to the development and maintenance of professional nursing standards, identifying deficits in care/care standards, acting to rectify and reporting to the Lead Nurse • Maintain safe custody and administration of medicines in accordance with NMC and local guidelines • Promote and undertake practice sensitive to the needs of patients, carers and relatives from multi-cultural backgrounds e.g. arrange interpreters, sensitive to and respectful of the beliefs of others • Promote practice conducive to reducing the risk of cross infection in hospital.
Training, Education & Research	<ul style="list-style-type: none"> • Undergoes professional and personal training and development as identified through PDP process or in response to change in service needs • Maintains the necessary Post Registration revalidation requirements and maintains own development • Acts as a role model and maintains effective leadership skills • Maintains and increases level of specialist knowledge and competence through continual professional development • Works within the latest NMC. The Code, Standards of conduct, performance and ethics for nurses and midwives or HCPC standards • Delivers and evaluates specialist training and education • With the lead nurse and lead clinician for stroke interpret and support the implementation of new and existing national guidelines and recommendations which relate to the stroke service • To be involved in raising awareness to multidisciplinary teams of current/new research and practices; disseminating this knowledge within the organisation • Under guidance contributes to research based projects on behalf of the organisation • Provides mentorship/preceptorship to pre and post registered health care professionals, including medical staff • In conjunction with the Senior Sister organise staff development through Individual Performance Review (IPR), identify training/development needs • Ensure own is up to date in conjunction with the Senior Sister/Charge Nurse.
Planning & Organisational Skills	<ul style="list-style-type: none"> • Plans and co-ordinates the day to day activities of the Stroke Patients in collaboration with the Stroke team accommodating sudden service changes • Organises supplies and maintenance of specialist equipment and supporting education materials, if necessary producing models, audio visual teaching aids to enable teaching sessions to be more successful • Supervise the hyper-acute stroke thrombolysis service daily to support 24/7 delivery

	<ul style="list-style-type: none"> • Support the governance, education, risk management, policy development of a stroke telemedicine service between the Isle of Man and UK service provider • Co-ordinate smooth running of the service daily • Communicate effectively with other healthcare professionals, to identify patient's needs, prioritise care effectively and allocate resources • You will practice good time management, both personal and to ensure effective running of the unit • Be familiar with financial regulations, budgetary requirements and show effective management of all resources • Ensure adequate stocks are available to meet patient / unit needs through delegation to the appropriate staff, checking delivery of purchases • Participate in staff meetings, have skills to document and disseminate information • Maintain accurate records as requested and required by the Senior Sister/Charge Nurse or Divisional Manager of staff attendance e.g. unit reports, bank staff usage.
Managerial & Leadership	<ul style="list-style-type: none"> • Provides advice to the multidisciplinary team to enable them to make informed decisions in relation to the speciality within the organisation • Responsibility with the other members of the Stroke Nursing Team for the provision of continuous risk assessment and reporting of risk in accordance with hospital policy and clinical practice • Accesses other professionals with specialist knowledge for support and mentorship • To ensure and promote the individual's confidentiality, dignity, privacy, and independence • Deputise for the Lead Nurse, taking responsibility for the effective efficient day to day operational management of area • Act as bleep holder for Directorate as required • Be aware of Strategic planning and become involved in compilation and implementation of Business Plans / Clinical Governance action plans as requested • Proactively supervise staff in conjunction with Sister/Charge Nurse and work within departmental Policies on Attendance at Work • Employment Legislation and Financial Regulations, resolving staff grievances, capability and disciplinary matters • Be involved in recruiting, selecting and retaining staff of all grades within your area • Act as professional role model and clinical resource for all staff involved within stroke and thrombolysis • Lead the telemedicine team during out of hours thrombolysis
Clinical Governance	<ul style="list-style-type: none"> • Adheres to organisational, local and national policies, procedures and current legislation relating to speciality

	<ul style="list-style-type: none"> • Actively encourages staff members within the organisation to adhere to policy • Involvement in working groups for the development of policy within specialist area within the organisation across interprofessional boundaries • Is responsible for producing new and evaluating current policies within specialist area with the support of the stroke lead and lead stroke clinician • Ensures compliance with the reporting of adverse events and assists in the investigation of incidents and complaints relating to practice area • Assesses and manages clinical risk within the defined specialist area • Evaluates the effectiveness of interventions on service outcomes within the organisation and implements change as required • Deal effectively and sensitively with patient issues collaborating with the complaints department as appropriate and taking a proactive approach to resolving issues and learning lessons from complaints.
<p>Systems & Equipment</p>	<ul style="list-style-type: none"> • Possesses in-depth knowledge of all equipment used within the speciality and acts in an advisory capacity to the multidisciplinary team on the maintenance, purchase and disposal of the equipment where appropriate • Participates in the evaluation and implementation of new specialist equipment, providing recommendations, liaising with multidisciplinary teams • Responsible for ensuring equipment is safe for use, stored correctly, decontaminated after use, maintained with service records kept in accordance with local policy and manufacturer’s instructions • Complies with the requirement of the Data Protection Act at all levels of practice • Uses electronic data systems daily e.g. Medway, P.A.C.S, word, e-mail. intranet and internet • Identify training needs for equipment and develop action plans accordingly.
<p>Decisions & Judgements</p>	<ul style="list-style-type: none"> • In collaboration with the Stroke Lead and Stroke Team interprets local, national, and international policies and guidelines and develops policies and guidelines to reflect local service needs to present to the Divisional Management Team for agreement to present to Clinical Governance Committee • Contributes towards decisions, in collaboration with the stroke lead, Senior Sister or Clinical Stroke Lead, regarding the provision and development of the specialist service, based on comprehensive clinical knowledge, skills and experience

	<ul style="list-style-type: none"> • Uses clinical 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 • Responds to challenging and/or complex situations both clinically and administratively in the interest of patients, relatives, carers and multidisciplinary team, e.g. potentially aggressive behaviour of clients, carers, and relatives • Uses judgement skills when assessing and advising patients and relatives, or carers, in crisis, or difficult situations • Challenges decisions made by other members of the multidisciplinary team, including doctors, in the best interest of the individual patient • Recognises own limitations in the provision of clinical care and/or advice, referring to other members of the local multidisciplinary team and Line Manager or external specialist agencies, nationally or internationally • Accountable for own professional actions whilst undertaking all duties, with regard to the NMC “Code of Professional Conduct” or HCPC Standards and their professional contribution to Clinical Governance • In collaboration with the stroke team (in Nobles or via telemedicine) contributes to the thrombolysis decision and offers, opinion, advice and information within the process.
Confidentiality	<p>In the course of your duties, you may have access to confidential material about patients, members of staff or other business of Manx Care. 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.</p>
Health & Safety	<p>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.</p>

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.
CARE	In Manx Care we pride ourselves on being Committed and passionate, Accountable and Reflective, Respectful and Inclusive and Excellent and Innovative. CARE represents what we are about, what we stand for and what we value. All our recruitment, performance management and development are based on our CARE ethos.
<p>JOB DESCRIPTION AGREEMENT</p> <p>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.</p> <p>Job holder's name (please print) </p> <p>Job holder's signature </p> <p>Line manager's name (please print) </p> <p>Line manager's signature </p> <p style="text-align: right;">Date </p> <p style="text-align: right;">Date </p>	



JOB DESCRIPTION APPENDIX 1

Physical, mental & emotional demands of the job and working conditions

Physical effort	<ul style="list-style-type: none"> • Several short periods of moderate to severe physical effort during any dedicated clinical activity with patients, involving dealing with body fluids, working within nursing duties e.g. patient hygiene (all aspects), administration of medication and other treatments to patients who can be confused/intoxicated and potentially aggressive/violent. Sometimes working in cramped conditions • Repetitive movements such as bending, stretching, typing / keyboard skills. Regularly pushing hoists, wheelchairs, beds to locations inside and outside area. Transferring patients from bed to chair and vice versa with hoists, slide sheets, trolley to bed transfer with pat-slide (hard board), manoeuvring patients who are conscious and unconscious, with the support of nursing staff • Occasional involvement in obtaining medical notes from around the hospital throughout the shift and delivering specimens to the Pathology Department, accompanying patients to other departments • Short periods of walking to and from A&E and other wards within Noble’s Hospital • Frequently stands, kneels, crouches, twists and bends throughout the day • Standing for long periods and walking long distances around the site • Daily use of keyboard and VDU
Mental effort	<ul style="list-style-type: none"> • Frequently interrupted throughout the shift to answer telephone, take patient details, check medication, answer queries from medical staff/relatives, medical emergencies • Required to concentrate in an environment which is unpredictable e.g. write reports/incidents/manage risk/calculates drug dosages/ provide support and supervision for junior staff • Arrange admission of patient/allocate bed/allocate staff/ co-ordinate medical input/assessment and investigations, and be involved in direct patient assessment • Makes decisions on a constant basis regarding patient care and transfers and frequently may need to reprioritise and co-ordinate needs according to circumstances. Needs to be able to multi-task • Requirement to concentrate during teaching of clinical and manual skills, this could be a full day’s training or several shorter sessions throughout the day • Requirement to concentrate for prolonged periods approximately 20% of working hours when compiling reports, policies, guidelines and the development of service • Requirement to concentrate while completing highly complex tasks • Carrying a pager and daily leading to frequent interruption
Emotional effort	<ul style="list-style-type: none"> • Gives unwelcome/distressing news to patients, relatives and staff of prognosis/treatment/transfer • Cares for patients/relatives with terminal illness/long and short term



	<ul style="list-style-type: none"> • Cares for patients whose death is sudden/unexpected, and support relatives and staff during these events • Deals with patients/relatives who may exhibit challenging behaviours e.g. mentally and physically or emotionally demanding
Working conditions	<ul style="list-style-type: none"> • Frequent unpleasant smells/odours, noise, body fluids, sputum, faeces, vomit, emptying bedpans, urinals, catheter bags and suction jar • Handling of infectious material, contaminated equipment/work areas, foul linen. Risks of needle stick injuries. Deals with substances hazardous to health • Emergency situation may arise at any time; need to be able to deal with effectively managing the situation whilst maintaining a safe environment • Use of computer daily to update and seek results/patient information • Expected to provide a flexible service outside of working hours e.g. facilitating and participating in evening training sessions/ conferences for secondary and primary care health professionals • Working in isolation as the lead Nurse for the stroke service attending patients own homes • Because of the nature of the Stroke Unit any one/or more of the above events can occur daily.
<p>Agreement of above description</p> <p>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.</p> <p>Job holder's name (please print)</p> <p>Job holder's signature Date</p> <p>Line manager's name (please print)</p> <p>Line manager's signature Date</p>	



Person Specification

Criteria for selection	Attributes	Essential (E) or Desirable (D) requirements	Method of assessment
Qualifications	<ul style="list-style-type: none"> Registered Nurse with current NMC registration or Allied Healthcare Professional Registered with the HCPC Possession of a recognised teaching and assessing qualification Diploma or equivalent knowledge relevant to speciality Leadership/management qualification or willing to work towards Degree or equivalent knowledge and experience gained through nursing practice 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p>	<p>CV</p> <p>Interview</p> <p>Pre-employment checks</p>
Knowledge & Experience	<ul style="list-style-type: none"> Post registration experience to include experience with stroke patients Ability to interpret research/evidence based findings in relation to clinical practice Awareness of legal and ethical issues Basic IT skills Knowledge of revalidation guidelines Evidence of working on own initiative, managing time and prioritising workload Demonstrates evidence of skills training, assessing and teaching Ability to facilitate, develop and support all individual staff Understanding of Risk Management 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>CV</p> <p>Portfolio</p> <p>Interview</p>



	<ul style="list-style-type: none"> • Experience of stroke thrombolysis • Awareness of resource planning and management • Understanding and management of staff sickness and absence 	D D D	
Skills & Abilities	<ul style="list-style-type: none"> • Sound organisation/time management skills • Ability to work as part of a team and on own initiative • Good communication and interpersonal skills • Awareness of IPR and appraisal • Ability to manage conflict constructively • Evidence of leading projects (e.g. audit, policy, training) across an organisation • Experience of working within stroke thrombolysis service • Understanding of Business Planning process, Financial Regulations and Clinical Governance plans 	E E E E E D D D	CV Portfolio Interview
Personal Attributes	<ul style="list-style-type: none"> • Demonstrates personal motivation • Excellent organisational skills • Flexible working approach • Professional integrity and confidence • Demonstrates creative approach • Ability to influence others • Flexible • Managing, recognising and establishing supportive networks, prioritising and regulating own workload 	E E E E E E E E	CV Portfolio Interview
Circumstances & Interests	<ul style="list-style-type: none"> • Awareness of current Professional nursing issues • Flexible internal rotation and variable shift patterns are part of the role • Up to date Professional Portfolio 	E E E	Pre-employment Check CV Interview Application

	<ul style="list-style-type: none">• Satisfactory Police Check• IOM Worker	E D	
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