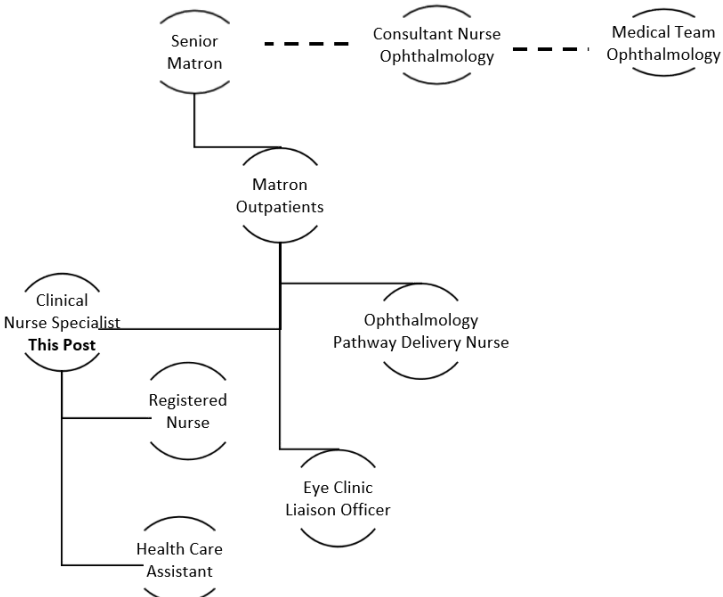


**JOB DESCRIPTION**

<b>Job Title</b>	Clinical Nurse Specialist - Ophthalmology
<b>Location</b>	Ophthalmology, Outpatients Department, Noble's Hospital
<b>Care Group/Division</b>	Surgery, Anaesthetics & Specialist Service Directorate, Scheduled Care Division
<b>Reports to</b>	Matron Outpatients
<b>Pay Band</b>	6
<b>Job Evaluation Reference No.</b>	1486v1/JE/25
<b>Organisation Chart</b>	 <pre> graph TD     SM[Senior Matron] -.-&gt; CN[Consultant Nurse Ophthalmology]     SM -.-&gt; MT[Medical Team Ophthalmology]     SM --- MO[Matron Outpatients]     MO --- CNS[Clinical Nurse Specialist This Post]     MO --- OPDN[Ophthalmology Pathway Delivery Nurse]     CNS --- RN[Registered Nurse]     CNS --- HCA[Health Care Assistant]     OPDN --- ECL[Eye Clinic Liaison Officer]     </pre>
<b>Overview</b>	<p>The department of Ophthalmology diagnoses and treats all patients with eye conditions in a professional, efficient and friendly manner, within a safe environment that promotes privacy and dignity. All elective and emergency patients (adults and children) are seen at the Eye Clinic at Noble's Hospital with a Consultant lead satellite clinic held at Ramsey and District Cottage Hospital. The most frequently requested investigations are:</p> <ul style="list-style-type: none"> <li>• Cataract pre-assessment - Intra ocular lens calculations with the use of IOL Master (Optical biometry) and A-scan</li> <li>• Medical Laser – non refractive</li> <li>• Central and Peripheral visual field assessment / driving tests</li> <li>• Corneal thickness testing</li> <li>• OCT – Optical Coherence Tomography</li> <li>• Retinal Photography</li> <li>• Day Case – Main Theatre</li> <li>• Operative procedures that normally take place in the outpatient clinic</li> </ul> <p>The Clinical Nurse Specialist (CNS) role is around opportunity for the development of an Ophthalmic nurse to support nurse led services. The CNS will aim to work autonomously and complementary to the Ophthalmology team and clinically under the direction of the Nurse Consultant in managing the care of patients.</p>

	The post holder will act as a source of expertise and knowledge for the dissemination of advice to both patients and healthcare professionals within and outside the hospital.
<b>Job Purpose</b>	To work in collaboration with all members of the Ophthalmology team in the provision of ophthalmic care across the organisation. Offer support with strategic plans to the Matron Outpatients and Senior Matron in the streamlining of hospital based ophthalmic services. It is anticipated that the post holder will undertake training and development to deliver autonomous nurse-led clinics as identified by the strategic plan. Further to clinical delivery the CNS will provide direct line management to the Registered nurses, Ophthalmic technicians and health care assistants employed within the service with direct responsibility to ensure training, development and achievement of required competencies. The CNS will be responsible for the Policies, Standard operating procedures, Locssips (Local Safety Standards for invasive procedures) along with maintaining updates.
<b>Communication &amp; Relationship Skills</b>	<ul style="list-style-type: none"> <li>• Communicate complicated, specialised information to patients, carers and relatives regarding potential risks and benefits of treatment regimens. Provide informed choices through education</li> <li>• Develop specific written information and educational resources aimed at an appropriate level using a variety of media sources for patients, carers and other health professionals</li> <li>• Meet and liaise with the Ophthalmology team regularly to discuss caseload and any developmental needs</li> <li>• Act as a specialist advisor on matters relating to the relevant specialty to staff, patients and visitors as appropriate</li> <li>• Maintain appropriate channels and styles of communication to meet the needs of patients, relatives and carers, managers, peers and other professions/ agencies</li> <li>• Communicate effectively with staff within the multi-professional team</li> <li>• Communicate in a form and manner that is consistent with recipient's level of understanding, culture, background and preferred way of communicating</li> <li>• Encourage the effective participation of all involved</li> <li>• To work as part of the team to achieve agreed ophthalmic objectives. To work in a collaborative manner with other Healthcare professionals and other relevant internal and external agencies.</li> </ul>
<b>Knowledge, Training &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Registered Nurse with current NMC registration</li> <li>• Ophthalmic Nurse (ENB346) or equivalent</li> <li>• Evidence of continuing professional development and education</li> <li>• Continue to develop personal and professional competence through reflective practice, clinical supervision and the independent performance review process</li> <li>• Post registration and relevant Clinical experience in Ophthalmology</li> <li>• Possess V300 Non-Medical prescribing qualification or be willing to undertake</li> <li>• Compliant with Mandatory training</li> <li>• Completion of Personal, Professional development plan ensuring that revalidation requirements are met</li> </ul> <p>The CNS professional development opportunities will be in line with Ophthalmology Strategy as agreed with the Ophthalmology team, Care Group and Executive sponsor. This development will be highlighted and documented in the ongoing PDP and training supported within a competency framework.</p>
<b>Analytical Skills</b>	<ul style="list-style-type: none"> <li>• Deliver direct patient care and nurse led services in line with agreed clinical pathways and achieved clinical competency.</li> </ul>
<b>Planning &amp; Organisational Skills</b>	<ul style="list-style-type: none"> <li>• Participate in the strategic planning, implementation and ongoing evaluation of the relevant Service provision in line with local and national recommendations,</li> </ul>

	<p>the Clinical Leads, Matron Outpatients and Senior Matron in implementing an agreed 'Eye Care Strategy' for the future</p> <ul style="list-style-type: none"> <li>Assess, plan, deliver and evaluate specialist care to meet the patient's needs within the remit of the nurse-led clinics as determined by competency achieved and the Clinical pathways of Ophthalmology.</li> </ul>
<b>Physical Skills</b>	<ul style="list-style-type: none"> <li>Physical skills and dexterity for clinical procedures such as intravitreal injections</li> <li>Intermediate IT skills and keyboard skills, e.g. use of Patient Administration System (PAS), email system.</li> </ul>
<b>Responsibility – Patient/Client Care</b>	<ul style="list-style-type: none"> <li>Prescribe and administer medicines within patient group directives</li> <li>Delivery of nurse led services as agreed by Clinical team and care group</li> <li>Undertake ophthalmic assessment as appropriate within level of competency</li> <li>Undertake delegated consent and screening of patients identified within clinical Pathways.</li> </ul>
<b>Responsibility – Policy and Service</b>	<ul style="list-style-type: none"> <li>Contribute to the development of clinical protocols, care pathways and professional guidelines</li> <li>Work closely with the multi professional team to ensure the service is developed in line with agreed protocols, policies and professional bodies' guidelines</li> <li>Review and develop departmental policies, long and short-term plans (including review of training and clinical practice derived from Group), guidelines and practices in partnership with the Clinical Lead of Ophthalmology, Matron Outpatients and Senior Matron</li> <li>Participate alongside the Clinical lead of Ophthalmology, Matron Outpatients and Senior Matron in producing a Noble's Hospital policy for 'Delegated Consent' for Ophthalmology</li> <li>Undertake role of laser protection officer for the department.</li> </ul>
<b>Responsibility Finance and Physical Resources</b>	<ul style="list-style-type: none"> <li>Ensure accuracy is maintained in the ordering, storage and administration of medications in accordance with local hospital policy</li> <li>Demonstrate an understanding of financial regulations, budgetary requirements and show effective management of all resources</li> <li>Maintain ward/area stock levels, through ordering of stores, ensuring economic use of all resources</li> <li>Ensure equipment or instruments used have been properly checked, left clean and ready for use in accordance with the Infection Control Manual / hospital policies</li> <li>Ensure that all equipment used in the clinical area is maintained and safe working practices are adhered to in line with Health and Safety Legislation</li> <li>Monitor Medical Device alert notices and action those which apply to the Ophthalmology Service</li> <li>Report and act on faulty equipment</li> <li>Assist in the maintenance and monitoring of an acceptable environment for patients, reporting and taking appropriate action on hazards and faulty equipment</li> <li>Have a knowledge and maintain competency of all equipment used in area.</li> </ul>
<b>Responsibility Staff/HR/Leadership/Training</b>	<ul style="list-style-type: none"> <li>Support junior colleagues in the development of knowledge and skills through acting as a teacher and facilitator within the team</li> <li>Be able to demonstrate Leadership skills promoting a cohesive multidisciplinary team in the Department</li> <li>Create an environment in which clinical practice development is fostered, evaluated and disseminated in partnership with Matron Outpatients and the Clinical Lead of Ophthalmology</li> <li>Promote a positive relationship on behalf of the team with all grades of staff within Noble's Hospital.</li> </ul>

<b>Responsibility – Information Resources</b>	<ul style="list-style-type: none"> <li>To assist in the collection of data as requested for use by the Department of Ophthalmology and Manx Care.</li> </ul>
<b>Responsibility – Research &amp; Development</b>	<ul style="list-style-type: none"> <li>Support, develop and participate in the intravitreal injection service within the Department within the scope of the evolving medical retina services</li> <li>Involvement in audit</li> <li>To work effectively in a team by participating in clinical audit strategies and treatment outcomes. To use audit findings to promote and drive changes and to disseminate good practice.</li> </ul>
<b>Freedom to Act</b>	<ul style="list-style-type: none"> <li>Maintain health and safety in a clinical environment by acting within the limits of own authority and competence</li> <li>Manage own workload in a flexible and timely manner. Use effective prioritisation, problem solving and delegation skills to manage time effectively</li> <li>Adhere strictly to clinical protocols/pathways of patient management as laid down by the clinical lead of ophthalmology in the interests of governance and patient safety</li> <li>It is the duty of all employees to accept personal responsibility for the practical application of the general policies and procedures of Noble’s Hospital. The post holder will familiarise themselves with them and ensure that they are understood and complied with.</li> </ul>
<b>Confidentiality</b>	<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>
<b>Health &amp; Safety</b>	<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>
<b>Safeguarding</b>	<p>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.</p>
<b>CARE</b>	<p>In Manx Care we pride ourselves on being Committed and passionate, Accountable and Reflective, Respectful and Inclusive and Excellent and Innovative. <b>CARE</b> represents what we are about, what we stand for and what we value. All our recruitment, performance management and development is based on our <b>CARE</b> ethos.</p>
<p><b>Agreement of above description</b></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><b>Job holder’s name (please print)</b> .....</p>	



<b>Job holder's signature</b> .....	<b>Date</b> .....
<b>Line manager's name (please print)</b> .....	
<b>Line manager's signature</b> .....	<b>Date</b> .....



**JOB DESCRIPTION APPENDIX 1**

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

Physical effort	<ul style="list-style-type: none"> <li>• Walks/stands for long periods of time on every shift</li> <li>• Kneels/crouches/bends/stretches to perform specific tasks, such as dressings; catheterization; medicine rounds on every shift</li> <li>• Movement of patients with the use of movement aids such as hoists, slide sheets daily</li> <li>• Movement of equipment such as wheelchairs, patient trolleys, patient beds daily</li> </ul>
Mental effort	<ul style="list-style-type: none"> <li>• Concentration required when undertaking             <ul style="list-style-type: none"> <li>○ Complicated drug calculations</li> <li>○ Administering Intravenous injections</li> </ul> </li> <li>• Admission and treatment/care of patients such as             <ul style="list-style-type: none"> <li>○ Obtaining patient history</li> <li>○ Recording observations</li> <li>○ Compiling nursing records</li> </ul> </li> <li>• Prioritise and manage patient caseload/care</li> <li>• Will be expected, when experienced, to carry out several tasks at one time switching tasks throughout the shift</li> <li>• Subject to regular interruptions and demands from patients/carers/relatives/staff</li> </ul>
Emotional effort	<ul style="list-style-type: none"> <li>• Frequently responds to emergency situations such as patient collapse, cardiac arrest</li> <li>• Support and care of patients/relatives following unwelcome diagnosis/prognosis</li> <li>• Communicating with and supporting distressed/anxious/worried patients/carers</li> </ul>
Working conditions	<ul style="list-style-type: none"> <li>• Exposure to             <ul style="list-style-type: none"> <li>○ body fluids daily</li> <li>○ hazardous substances such as cleaning fluids daily</li> <li>○ unpleasant odours daily</li> <li>○ infectious illness/conditions regularly</li> <li>○ sharps, e.g. needles, syringes daily</li> <li>○ potential exposure to hostility/verbal/physical aggression occasionally</li> </ul> </li> <li>• Disposal of clinical waste daily</li> <li>• Frequent use of a computer devices, e.g. to access patient blood results, patient information.</li> </ul>

<p><b>Agreement of above description</b></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><b>Job holder's name (please print)</b> .....</p> <p><b>Job holder's signature</b> .....</p> <p><b>Line manager's name (please print)</b> .....</p> <p><b>Line manager's signature</b> .....</p>	<p><b>Date</b> .....</p> <p><b>Date</b> .....</p>
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### Person Specification

Criteria for selection	Attributes	Essential (E) or Desirable (D) requirements	Method of assessment
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Registered Nurse with current NMC registration</li> <li>ENB 346 or Equivalent</li> <li>Evidence of continuing professional education</li> <li>Possess V300 Non-Medical prescribing qualification or be willing to undertake</li> </ul>	<p style="text-align: center;">E E E D</p>	<p>CV Interview Pre-employment Checks</p>
<b>Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>Post registration and extensive clinical experience in Ophthalmology</li> <li>Involvement in audit</li> <li>Computer literate</li> <li>Participation in Audit</li> <li>Evidence of leading and facilitating change</li> </ul>	<p style="text-align: center;">E  E E D D</p>	<p>CV Interview</p>
<b>Attributes</b>	<ul style="list-style-type: none"> <li>Effective communicator</li> <li>Leadership skills</li> <li>Ability to motivate self and others</li> <li>Ability to work both on own initiative and part of a team</li> <li>Assertive and confident</li> <li>Recognition of own limitations</li> <li>Flexible</li> </ul>	<p style="text-align: center;">E E E E  E E E</p>	<p>CV Interview</p>
<b>CARE</b>	<ul style="list-style-type: none"> <li>This role will demonstrate COMMITMENT &amp; PASSION by ensuring activities reflect wider strategic priorities</li> <li>This role will demonstrate ACCOUNTABILITY &amp; REFLECTION by having professional courage to challenge decisions and actions</li> <li>This role will demonstrate RESPECT &amp; INCLUSION by delegating effectively to get the job done and develop others</li> <li>This role will demonstrate EXCELLENCE &amp; INNOVATION by striving to continually improve and enhance services</li> </ul>	<p style="text-align: center;">E  E  E  E</p>	<p>Interview</p>
<b>Circumstances &amp; Interests</b>	<ul style="list-style-type: none"> <li>Satisfactory Police Check</li> </ul>	<p style="text-align: center;">E</p>	<p>Pre-employment Checks</p>