

Job Description

Job Title:	PROACT Practitioner
Band:	7 (P)
Job Evaluation	
Reference Number:	1045v2/JE/19
Division:	Hospitals / Emergency Care
Responsible to:	Service Lead PROACT Team
Responsible for:	Band 6 Practitioners & Team Assistant

Overview

The PROACT Team will provide a clinical service to acutely unwell patients, undertake advanced procedures relating to these, support clinical informatics relating to patient monitoring and escalation; along with an extensive training and advisory service for resuscitation and acutely unwell patient subjects. This Practitioner will support the Service Lead in the provision of a comprehensive service and will undertake both clinical and training duties relating to Acutely Unwell Patients.

CARE

In the DHSC we pride ourselves on being committed, appreciative, respectful and excellent. CARE represents what we are about, what we stand for and what we value. All our recruitment, performance management and development is based on our CARE ethos.

Job Purpose

The PROACT Practitioner will undertake duties as Duty Clinical Practitioner or Duty Training Practitioner as per team roster, ensuring consistent cover of seven day per week clinical service and 5 days per week training service. Registered Practitioners within the team will undertake both the clinical and training requirements of this role, enabling credibility and resilience of services.

Duties and Responsibilities

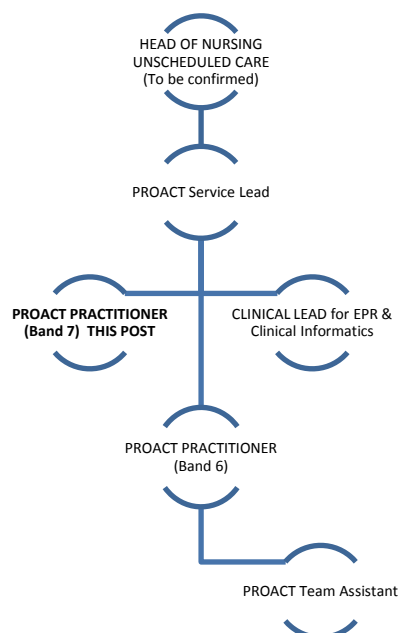
- Provide timely advanced response to acutely unwell patients and those at risk of deterioration, using advanced clinical assessment and interventional skills
- Deliver educational and supportive initiatives to improve the recognition and response for these patients by ward / departmental staff
- Undertake advanced procedures and clinical skills in relation to the management and stabilisation of acutely unwell patients
- Respond as a member of the Medical Emergency Team for adults and paediatric emergency calls, acting as team leader as required; providing expert advice to clinical teams and ensuring evidence based practice and algorithms are used
- Deliver department wide training programmes relating to basic, intermediate and advanced life

support for adult and paediatric patients

- Assist in the delivery of department wide training programmes relating to acutely unwell patients and those at risk of deterioration
- Assist in the delivery of department wide training programmes relating to the introduction and expansion of clinical informatics systems for National Early Warning Scoring system and Track & Trigger
- Provide expert guidance to DHSC staff relating to the management of acutely unwell patients, cardiopulmonary resuscitation and decision making surrounding these topics
- Ensure all clinical areas have effective systems in place for checking emergency / resuscitation equipment and that equipment is available and fit for purpose
- The duties in this job description are not exhaustive and may vary during the ongoing development of this new team

Organisational Structure

A copy of the organisational structure and its relevance to this role is shown below.



Communication and Relationship Skills

The communication and relationship skill requirements of this role are:

- Establish and maintain good working relationships with DHSC staff at all levels, using excellent written and verbal communication skills offering assistance and guidance in a professional and courteous manner
- Communicate effectively with clinical teams, patients and relatives in assisting with decision making, care planning and discussions relating to ceilings of care and resuscitation
- Engage all staff in and promote clinical learning opportunities, to encourage recurrent learning and adoption of evidence based practice to facilitate the delivery of high quality care
- Deal sensitively with distressing information regarding clinical outcome, patient outcome

- data, debrief post emergency / critical incident and training course candidate results
- Debrief staff & relatives post medical emergency / resuscitation event as required. Providing support and explanations for highly distressed, agitated or potentially aggressive relatives during and / or after a sudden medical emergency, cardiac arrest or unexpected death
- Work collaboratively with team members to exhibit commitment to quality, efficiency and a delivery of a highly regarded service
- Attend, participate in and lead team meetings, when required; representing PROACT Team at Acute Illness Recognition and Resuscitation Committee meetings and other forums as required

Knowledge, training and experience required to do the job

The essential knowledge, training and experience requirements of this role are:

- Registered Health Care Professional with current registration
- Minimum of 5 years post registration experience in acute care / critical care areas
- Advanced Life Support Provider Course
- Resuscitation Council Generic Instructor Course
- Advanced life Support Course Approved Instructor (or will to work towards)
- Recognised Teaching & Assessing Course
- Degree Level Qualification
- Relevant post registration qualification or clinical course
- Extended roles including venepuncture, cannulation, catheterisation
- Experience of managing patients requiring non-invasive respiratory support
- Experience of providing training to clinical staff

The desirable knowledge, training and experience requirements of this role are:

- Paediatric Life Advanced Life Support Provider
- Advanced Patient Assessment Course
- Experience of leading emergency team response
- Experience of delivering resuscitation / acutely ill patient related training

Analytical and Judgement Skills

The analytical and judgement skill requirements of this role are:

- Work collaboratively with other PROACT Team members, Service Lead and the multi-professional teams in clinical areas to enable delivery of team services
- Demonstrate autonomous decision making, advising medical, nursing and healthcare professionals regarding acutely unwell patients and their need for referral to critical care services
- Take responsibility for the accurate assimilation, interpretation and reporting of changing patient condition; ensuring the initiation of appropriate treatment through prompt escalation of concerns to treating teams / anaesthetists
- Recognise own limitations and identify the need to refer to / consult other health care professionals or PROACT team members
- Confidently challenge decision making regarding ceilings of care, resuscitation and escalation of care
- Utilise candidate assessment skills to undertake formal assessment of competency on

nationally accredited courses, confidently challenging and correcting practice where required

Planning & Organisational Skills

The planning and organisation skill requirements of this role are:

- Flexible in approach to working practice across a 7 day per week period, covering Clinical or Training practice as per roster
- Prioritise and organise allocated workload effectively, seeking opportunities to promote training and support in clinical areas
- Delegate workload appropriately to Band 6 Practitioner and Team Assistant
- Manage a caseload of referred patients within span of clinical shift
- Ensure accurate time keeping on nationally accredited courses, updating the course director of variations, updating instructors of timings within sessions as required
- Co-ordinate room changes / instructor changes / candidate room movements within courses as required
- Adapt to frequent interruptions and changing situations in a calm and professional manner
- Flexible within contracted hours to meet the needs of clinical shifts and scheduled training courses, and training activities which may occur outside normal working hours
- Flexible in approach to competency development and extension of role as service develops

Physical Skills

The physical skill requirements of this role are:

- Undertake physical assessment of patients and taking remedial actions such as repositioning, initiating treatment and attaching monitoring
- Perform advanced clinical roles such as venepuncture, cannulation, arterial blood gas analysis and catheterisation
- Develop skills to undertake advanced invasive procedures such as Midline insertion as service develops requiring specific advanced clinical skills and use of ultrasound imaging equipment
- Undertake faculty demonstrations during training courses, including acting as a simulated patient, relative or responder according to script / scenario template
- Demonstrate cardiopulmonary resuscitation and operation of automated external training defibrillator during sessions as required
- Movement of training manikins and equipment trolleys around training department and to main hospital buildings as required for the delivery of training sessions
- Set-up, operation and troubleshooting of training manikins / software systems and audio-visual equipment for presentations
- Provide simple maintenance for training equipment in / out of training sessions, including replacement of consumables, charging, battery changes, software updates
- Set up / Clearing / disassembly of training equipment, cleaning and decontaminating as applicable

Patient/Client Care

- Provide advanced clinical assessment and response to acutely unwell patients and those who are deteriorating in wards and departments
- Respond to bleep alerts for patients scoring 7 or above on Track & trigger system
- Respond to bleep alerts to patients who are giving rise to clinical concerns or undergoing / requiring specific intervention or equipment, regardless of NEWS score
- Undertake scheduled pre-operative visits for patients due for admission to ICU / HDU and undertake post discharge visits / follow-up visits within 36 hours of discharge to the ward area (or sooner if requested), sourcing further referrals or escalating concerns to treating teams / anaesthetists as required
- Undertake advanced procedures for the management and stabilisation of acutely unwell patients
- Attend and participate in Medical Emergency Team response for adult and paediatric cases, providing expert guideline advice and acting as team leader where required, ensuring completion of Medical Emergency Team call record form
- Demonstrate advanced resuscitation skills and be able to delegate tasks appropriately in clinical emergency situations
- Be visible in clinical areas to respond to queries and requests for support; meeting new members of staff to ensure familiarity with emergency call procedures, resuscitation equipment and escalation processes

Policy and Service Development

The policy and service development requirements of this role are:

- Lead the development and review of policies within allocated lead subject areas which influence departmental and DHSC policies for acute illness management, advanced clinical procedures and resuscitation
- Participates in team audit activity and contributes to any remedial actions as directed by the Service Lead
- Lead audit and development activities in allocated lead subject areas, reporting and presenting findings, activities and developments at professional meetings and forums
- Undertake snapshot audits of emergency equipment checking compliance, recording findings on databases & escalating concerns to Service Lead
- Establish and maintain respectful and professional relationships with all contacts to the PROACT Team, reporting any comments / concerns / compliments to the Service Lead
- Lead risk assessment activity within training environments and reports concerns relating to safety of equipment / processes to the Service Lead
- Gathers information and initiates / supports investigation of untoward incidents, initiating remedial action as necessary

Financial and Physical Resources

The financial and physical resource requirements of this role are:

- Utilise clinical equipment and consumables in a cost effective manner
- Assist Service Lead with budget planning
- Advise on the assembly, operation and troubleshooting of specialised clinical equipment such as infusion devices, humidification systems, cardiac / telemetry monitoring, high flow oxygen systems and non-invasive ventilation, external cardiac compression devices (LUCAS), manual defibrillators for external cardiac pacing and synchronised cardioversion
- Support clinical areas in their correct use and troubleshooting of Patienttrack system, guiding the application of appropriate variances and flags
- Seek opportunities in clinical areas to undertake spot checks of compliance with emergency

equipment checks, advising on stock rotation to reduce wastage of short dated stock; whilst actively promoting compliance with checking processes

- Undertake simple maintenance, cleaning, decontamination and safe storage of training equipment including basic & advanced training manikins, defibrillators, audio-visual equipment
- Rotate training consumables to ensure the most cost effective and cost efficient use of resources
- Become proficient in the use of software / hardware relating to operating training manikins

Human Resources

The Human resource requirements of this role are:

- Act as an effective role model in clinical and training practice, ensuring continual high regard and clinical visibility of the PROACT team at all times
- Deputise as required for the Service Lead, undertaking line management responsibilities in their absence
- Assist Service Lead in the recruitment of new members to the team
- Support the induction of new team members familiarising with team specific equipment & procedures
- Support, mentor and enable the development of Band 6 Practitioners, undertaking regular development reviews, formulating action plan and maximising developmental opportunities
- Assist in the development of the Team Assistant role
- Deal with conflict and initial consequences with diplomacy and professionalism, escalating concerns to Service Lead, Heads of Department, Duty Manager as appropriate
- Assist with undertaking training needs analysis relating to resuscitation and acutely unwell patient training
- Deliver a wide range of resuscitation and acutely unwell patient related training, leading on key subject areas as allocated
- Support Clinical Lead for EPR / Clinical Informatics in delivering scheduled training for clinical staff in the use of the NEWS and Patientrack systems
- Seek and promote opportunities to engage staff in bedside teaching / ward based teaching to maximise opportunities to embed evidence based practice
- Assess candidate competency against national guidelines for resuscitation practice and acutely unwell patient competencies during formal training courses
- Supervise written examination conditions during nationally accredited courses, reporting any concerns to the course director

Information Resources

The information resource requirements of this role are:

- Complete required documentation to standards in DHSC policies for record keeping
- Record all clinical and telephone advice given and entering detail into required databases for audit data collection
- Utilise clinical information systems to provide clinical information, blood results & radiological findings to enable patient assessment and planning of care
- Utilise simple databases and learning management systems to record booking arrangements, training activity and course outcomes
- Input and submit data of duty clinical practitioner activity to maintain databases for monthly returns via the Critical Care Department for audit purposes

- ❖ Access patient administration systems to gather audit data for emergency calls activity and outcome in preparation for presenting at weekly mortality meetings
- ❖ Receive paper based documentation regarding emergency calls activity and emergency equipment checking processes, transcribing relevant data onto databases for report generation and presentation
- ❖ Access data to assist with report writing and preparing data for presentation at mortality reviews and professional forums
- ❖ Present team activity data, audits and developments at professional meetings and forums

Research and Development

The research and development requirements of this role are:

- ❖ Lead on audit and research within key subject areas undertaking departmental audits against national and locally agreed standards, undertaking literature reviews to support evidence based practice
- ❖ Present audit and research findings at meetings and professional forums as required
- ❖ Continue to develop professionally in the specialist fields of critical care outreach, advanced procedures and resuscitation practice acquiring up to date evidence base to support practice

Freedom to Act

The freedom to act requirements of this role are:

- ❖ Safeguard the health, safety and welfare of patients, relatives, staff, course attendees, instructors and visiting faculty, in line with DHSC procedures
- ❖ Act autonomously in the provision of care for acutely unwell patients, managing a caseload of acutely unwell patients in collaboration with clinical teams. Responsible for deciding frequency of required input, decision to 'discharge' from our clinical service, decision to escalate patient to critical care teams and to initiate immediate management such as; airway control, fluid boluses as per patient group directives.
- ❖ Undertake Duty Clinical or Duty Training Practitioner duties in line with PROACT Team Operational Policy
- ❖ Take responsibility for attending own mandatory training in accordance with DHSC Mandatory Training Policies & development as agreed in Personal Development Plan

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

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.

In the absence of Manager/ Deputy Manager, the Registered Nurse is responsible for all patients, staff, allied health professionals, the building and all safety protocols.

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 Appendix 1

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

This section should 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

- ◉ Frequently requiring dexterity and prolonged periods of fixed position to undertake acute care skills and emergency procedures – such as difficult venous access, emergency airway management, defibrillation
- ◉ Frequently undertaking sudden physical activity in responding to emergency call bleeps
- ◉ Regular repositioning patients with / without mechanical aids, transferring patients between departments, assembling and moving clinical equipment
- ◉ Frequent bending / crouching to assist patients in confined spaces as part of emergency response, and to assess drainage in catheters, chest drains etc
- ◉ Regular stretching across to examine patients, adjusting oxygen flow, manipulation of IV infusions and other medical devices
- ◉ Occasional sudden and prolonged physical activity when undertaking cardiopulmonary resuscitation in emergency situations
- ◉ Regular moving and handling of heavy equipment, up to 29kg when setting up / clearing and storing of training manikins, trolleys & benches / tables without mechanical aids
- ◉ Regular physical activity demonstrating cardiopulmonary resuscitation on manikins at floor level and on beds, demonstrating choking management techniques
- ◉ Frequent repetitive movements such as data entry into computer systems and regular work with visual display units / patient monitoring systems
- ◉ Frequent visiting all clinical areas across hospital site and occasional visits to other DHSC sites for training / meeting purposes

Mental Effort

- ◉ Regularly planning workload based on handover and referral information
- ◉ Frequently delivering ad hoc and bed-side training to clinical staff in relation to acutely unwell patients
- ◉ Regular requirement to mentor and support Band 6 PROACT Practitioners
- ◉ Occasional requirement to mentor and support students and clinical staff shadowing the PROACT Team
- ◉ Frequent requirement to change from routine to emergency response and make changes from planned workload due to changing patients situations and new referrals
- ◉ Regularly undertake, compile and document detailed and often rapid assessment of patient condition, formulating immediate and short term action plans
- ◉ Regularly document assessments and activity / plans with frequent interruptions from staff, bleeps and emergency bleeps
- ◉ Frequently calculating drug dosages and infusion rates, often in emergency situations
- ◉ Frequently informing patients and relatives of assessment findings and management / escalation plan
- ◉ Regular intense effort and concentration when delivering training sessions, assessing candidates and ensuring safe practice in training situations
- ◉ Frequent interruptions to office based work due to telephone enquiries / Visitors
- ◉ Regular detailed data entry of clinical activity, emergency call outcomes and training activity

and candidate performance

Emotional Effort

- Frequently dealing with acutely unwell and distressed patients / relatives and involved in breaking bad news with medical staff
- Frequent involvement with acutely confused and potentially aggressive patients and their relatives
- Frequent involvement in distressing situations at end of patient's life, emergency situation or devastating diagnosis
- Frequently processing upsetting information regarding patient outcome when gathering audit data for MET call review / outcomes data, or monthly critical care returns
- Occasional support of clinical staff and PROACT practitioners who may be distressed after clinical emergency situation
- Regular support of anxious course candidates, informing of adverse assessment outcomes and dealing with competency issues

Working Conditions

- Frequently working in confined spaces where patients have collapsed or deteriorated
- Frequently working in clinical areas with minimal air conditioning
- Regular exposure to patients requiring isolation for confirmed or suspected infections
- Regular exposure to risk of sharps related injury due to clinical procedures and emergency situations
- Regular exposure to blood and body fluids, specimens, foul linen Daily exposure to blood, body fluids, specimens, foul linen when working as duty clinical practitioner which includes input with several patients during one shift
- Occasional exposure to fleas, lice and other infestations
- Warm training room environments / stock rooms with limited air conditioning
- Frequently cleaning/disinfecting used & potentially contaminated training equipment e.g. resuscitation masks and changing manikin / lung systems
- Working with sharp objects where there is a risk of injury e.g. clearing away training procedure trolleys
- Frequent distractions to clinical, training and office based activity due to queries, bleeps, emergency situations
- Clinical environments often very noisy with confused patients, emergency responses, equipment alarms, telephones and pager systems
- Training environment often noisy with emergency scenario activity, equipment alarms / automated instructions and defibrillator safety commands from instructors / candidates

Agreement of above description

I have read and agree with the above description

Job Holder's Name (please print) _____ **Date:** _____

Job Holder's Signature _____

Line Manager's Name (please print) _____ **Date:** _____

Line Manager's Signature _____



Person Specification

Job Title:	PROACT Practitioner
Department:	Health and Social Care
Division:	Hospitals / Emergency & Unscheduled Care
Band:	7

Attributes	Essential (E) or Desirable (D)	Method of Assessment
Qualifications <ul style="list-style-type: none"> • Registered Health Care Professional with Current registration • Relevant post registration qualification or clinical course • Clinical Assessment / Patient examination Course • Advanced Life Support Course Provider • Resuscitation Council Generic Instructor Course • Advanced Life Support Approved Instructor (or working towards) • Paediatric Advanced Life Support Provider • AIM / ALERT Course Instructor • Recognised teaching / assessing course • Degree level qualification • Competent with extended roles e.g. Venepuncture, cannulation, urethral catheterisation 	<p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">D</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">D</p> <p style="text-align: center;">D</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p>	Application
Experience <ul style="list-style-type: none"> • Minimum of 5 years' experience in acute / critical care areas • Experience of managing patients requiring non-invasive respiratory support • Experience of delivering resuscitation / acutely ill patient related training sessions to clinical staff • Experience of leading emergency team response • Experience in a leadership role 	<p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">D</p> <p style="text-align: center;">D</p> <p style="text-align: center;">D</p>	Application & Interview

<p>Attributes</p> <ul style="list-style-type: none"> • Confident to challenge, negotiate and influence • Computer literacy and able to use NEWS/ Patienttrack, Microsoft Office, Patient Administration Systems such as Medway • Excellent organisational skills and ability to prioritise and manage workload • Flexible in approach to working patterns and able to travel to other DHSC sites to deliver training • Physically able to move, manoeuvre and assemble heavy training equipment • Physically able to respond to medical emergency calls / perform cardiopulmonary resuscitation • Excellent time management skills and committed to achieving deadlines 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>Application & Interview</p>
<p>CARE</p> <ul style="list-style-type: none"> • Committed to the delivery of a high quality service • Understanding of risk management and governance relating to acutely unwell patients, resuscitation and training • Excellent verbal and written communication skills and able to articulate reasons for working within a multifaceted team • Able to work well within team of experienced practitioners and shows understanding of day to day team leadership • Can work independently • Enthusiasm to develop role and acquire new skills and competencies 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>Interview</p>
<p>Circumstances and Interests</p> <ul style="list-style-type: none"> • Committed to the care of acutely unwell patients • Demonstrates interest in key areas for service development • Committed to the development of clinical education surrounding acutely unwell patients • Satisfactory Police Check Isle of Man worker 	<p>E</p> <p>E</p> <p>E</p> <p>E D</p>	<p>Interview</p>