Clinical Nurse Specialist Menatl Health
Psycho- Oncology Service
Job Specification & Terms and Conditions

Job Title and Grade	**Clinical Nurse Specialist Mental Health Psycho- Oncology Service**
Organisational Area	Dublin North East Mater Misericordia University Hospital
Location of Post	❑ *Cancer Directorate* ❑ *Psycho- Oncology Service* ❑ *Dept of Psychology (Health and Social care Directorate)*
Informal Enquiries	**Tracey Fitzpatrick** **Directorate nurse Manager** **traceyfitzpatrick@mater.ie**
Details of Service/Background to the post	Cancer is one of the largest causes of morbidity and mortality in Ireland (National Cancer Forum, 2006). During 2007, there was approximately 27,000 new cases of cancer diagnosed in Ireland (National Cancer Registry Ireland, 2009) and the incidence of cancer looks likely to continue to rise over the coming years with annual increases of approximately 6-7% predicted (National Cancer Strategy, 2008). A diagnosis of cancer can cause significant emotional distress and psychological upheaval and recent research has shown that up to one third of all patients with cancer will experience prolonged and high levels of distress that contribute to ongoing adjustment difficulties and can interfere with treatment compliance (Sellick and Edwardson, 2007);Vitek et al, 2007). Failing to assess and treat increased levels of distress can jeopardise the outcomes of cancer treatments, decrease patients' overall quality of life and increase healthcare costs in the long term (Zabora et al, 2001). The National Cancer 2017 recommends the provision of multidisciplinary psycho-oncology services to identify and manage distress in cancer patients. The Strategy recommends that each cancer center has a dedicated psycho-oncology service and is capable of meeting the psychological needs of patients and their families.
Reporting Relationship	**Directorate Nurse Manager Cancer Directorate** **CNM 3 Cancer Directorate** **Consultant Psychiatrist Psycho – Oncology**
Purpose of the Post	**The purpose of this Clinical Nurse Specialist Mental Health post is :** **The Clinical Nurse Specialist will work with the multi-professional Psycho-oncology team in the promotion of a patient centred approach to cancer patients and their families. In doing so, he/she will provide nursing expertise, education and a management consultation service to patients, their relatives and members of the multidisciplinary team in all areas of this specialty.** **The post holder will also be expected to contribute to nurse-led quality initiatives which meet national, regional and local standards in cancer, supportive and palliative care.** **Deliver care in line with the five core concepts of the role set out in the Framework for the Establishment of Clinical Nurse Specialist Posts, 4th edition, National Council for the Professional Development of Nursing and Midwifery (NCNM) 2008** **Caseload** The Clinical Nurse Specialist Mental Health will focus initially on the following patient caseload.

	Adults over 16 with a cancer /haematological malignancy. The Clinical Nurse Specialist Mental Health will work within their scope of practice be clinically supervised by the senior Psychologist on the Psycho- Oncology team.
Principal Duties and Responsibilities	The post holder's practice is based on the five core concepts of Clinical Nurse Specialist role as defined by the NCNM 4th edition (2008) in order to fulfil the role. The concepts are: • Clinical Focus • Patient/Client Advocate • Education and Training • Audit and Research • Consultant **Clinical Focus** Clinical Nurse Specialist Mental Health will have a strong patient focus whereby the specialty defines itself as nursing and subscribes to the overall purpose, functions and ethical standards of nursing/midwifery. The clinical practice role may be divided into direct and indirect care. Direct care comprises the assessment, planning, delivery and evaluation of care to the patient, family and/or carer. Indirect care relates to activities that influence and support the provision of direct care. **Direct Care** *Clinical Nurse Specialist Mental Health will:* • Provide a specialist nursing service for patients with a diagnosis of malignant disease who require support and treatment through the continuum of care. • Undertake comprehensive patient assessment to include physical, psychological, social and spiritual elements of care using best evidence based practice in Psycho- Oncology care. • Use the outcomes of patient assessment to develop and implement plans of care/case management in conjunction with the multi-disciplinary team (MDT) and the patient, family and/or carer as appropriate. • Monitor and evaluate the patient's response to treatment and amend the plan of care accordingly in conjunction with the MDT and patient, family and/or carer as appropriate. • Make alterations in the management of patient's condition in collaboration with the MDT and the patient in line with agreed pathways and policies, procedures, protocols and guidelines (PPPG's). • Accept appropriate referrals from MDT colleagues • Co-ordinate investigations, treatment therapies and patient follow-up • Communicate with patients, family and /or carer as appropriate, to assess patient's needs and provide relevant support, information, education, advice and counselling as required • Where appropriate work collaboratively with MDT colleagues across Primary and Secondary Care to provide a seamless service delivery to the patient, family and/or carer as appropriate • Participate in medication reconciliation taking cognisance of poly-pharmacy and support medical and pharmacy staff with medication reviews and medication management • Identify and promote specific symptom management strategies as well as the identification of triggers which may cause exacerbation of symptoms. Provide patients with appropriate self-management strategies and escalation pathways. • Manage nurse/midwife led psycho-oncology clinics with **MDT** input. • Identify health promotion priorities for the patient, family and/or carer and support patient self-care in line with best evidence. This will include the provision of educational and health promotion material which is comprehensive, easy to understand and meets patient's needs.

Indirect Care

Clinical Nurse Specialist Mental Health will:

- Identify and agree appropriate referral pathways for patients who need Psycho-Oncology support
- Participate in case review with MDT colleagues
- Use a case management approach to patients with complex needs in collaboration with MDT in both Primary and Secondary Care as appropriate.
- Take a proactive role in the formulation and provision of evidence based PPPGs relating to Psycho-Oncology Support care.
- Take a lead role in ensuring the service for patients who require psycho – oncology care is in line with best practice guidelines and the Safer Better Healthcare Standards (HIQA, 2012)

Patient/Client Advocate

Clinical Nurse Specialist Mental Health will:

- Communicate, negotiate and represent patient's family and/or carer values and decisions in relation to their condition in collaboration with MDT colleagues in both Primary and Secondary Care as appropriate
- Develop and support the concept of advocacy, particularly in relation to patient participation in decision making, thereby enabling informed choice of treatment options
- Respect and maintain the privacy, dignity and confidentiality of the patient, family and/or carer
- Establish, maintain and improve procedures for collaboration and cooperation between Acute Services, Primary Care and Voluntary Organisations as appropriate
- Proactively challenge any interaction which fails to deliver a quality service to patients

Education & Training:

Clinical Nurse Specialist Mental Health will:

- Maintain clinical competence in patient management within psycho -oncology nursing/midwifery, keeping up-to-date with relevant research to ensure the implementation of evidence based practice.
- Provide the patient, family and/or carer with appropriate information and other supportive interventions to increase their knowledge, skill and confidence in managing their condition.
- Contribute to the design, development and implementation of education programmes and resources for the patient, family and/or carer in relation to psychological distress thus empowering them to self-manage their condition.
- Provide mentorship and preceptorship for nursing colleagues as appropriate.
- Participate in training programmes for nursing/midwifery, MDT colleagues and key stakeholders as appropriate
- Create exchange of learning opportunities within the MDT in relation to evidence based Psycho- Oncology care delivery through journal clubs, conferences etc.
- Develop and maintain links with Regional Centres for Nursing & Midwifery Education (RCNMEs), the Nursing and Midwifery Planning and Development Units (NMPDUs) and relevant third level Higher Education Institutes (HEIs) in the design, development and delivery of educational programmes in Psycho-Oncology care.
- Be responsible for addressing own continuing professional development needs.

Audit & Research:

Clinical Nurse Mental Health will:

- Establish and maintain a register of patients referred to the Clinical Nurse Specialist Mental Health.

- Maintain a record of clinically relevant data aligned to National Key Performance Indicators (KPI's) as directed and advised by the DoN.
- Identify, initiate and conduct nursing and MDT audit and research projects relevant to the area of practice.
- Identify, critically analyse, disseminate and integrate best evidence relating to Psycho- Oncology.
- Contribute to nursing research on all aspects of Psychology care for cancer patients.
- Use the outcomes of audit to improve service provision.
- Contribute to service planning and budgetary processes through use of audit data and specialist knowledge
- Monitor, access, utilise and disseminate current relevant research to advise and ensure the provision of informed evidence based practice

Audit expected outcomes including:

- Collate data (insert agreed KPIs/clinical targets) which will provide evidence of the effectiveness of Clinical Nurse Specialist Mental Health interventions undertaken 3 or 4 - Refer to the National Council for the Professional Development of Nursing and Midwifery final report - *Evaluation of Clinical Nurse and Midwife Specialist and Advanced Nurse and Midwife Practitioner roles in Ireland* (SCAPE Report, 2010) and refer to the National KPIs associated with the speciality. They should have a clinical nursing focus as well as a breakdown of activity - patients seen and treated.
- Evaluate audit results and research findings to identify areas for quality improvement in collaboration with nursing management and MDT colleagues (Primary and Secondary Care).

Consultant:
Clinical Nurse Specialist Mental Health will:

- Provide leadership in clinical practice and act as a resource and role model for **Psycho- Oncology** practice.
- Generate and contribute to the development of clinical standards and guidelines and support implementation.
- Use specialist knowledge to support and enhance generalist nursing practice
- Develop collaborative working relationships with local Clinical Nurse Specialist's/Registered Advanced Nurse/Midwife Practitioner/MDT colleagues as appropriate, developing person centred care pathways to promote the integrated model of care delivery.
- With the support of the Directorate Nurse Manager attend integrated care planning meetings as required.
- Where appropriate develop and maintain relationships with specialist services in voluntary organisations which support patients in the community.
- Liaise with other health service providers in the development and on-going delivery of the National Clinical Programme model of care.
- Network with other Clinical Nurse Specialist Psycho- Oncology.
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Health & Safety:

These duties must be performed in accordance with local organisational and the HSE health and safety polices. In carrying out these duties the employee must ensure that effective safety procedures are in place to comply with the Health, Safety and Welfare at Work Act (2005). Staff must carry out their duties in a safe and responsible manner in line with the local policy documents and as set out in the local safety statement, which must be read and understood.

Quality, Risk and Safety Responsibilities
It is the responsibility of all staff to:

- Participate and cooperate with legislative and regulatory requirements with regard to quality, risk and safety

	• Participate and cooperate with local quality, risk and safety initiatives as required • Participate and cooperate with internal and external evaluations of the organisation's structures, services and processes as required, including but not limited to, The National Hygiene Audit, National Decontamination Audit, Health and Safety Audits and other audits specified by the HSE or other regulatory authorities • Initiate, support and implement quality improvement initiatives in their area which are in keeping with local organisational quality, risk and safety requirements • Contribute to the development of PPPGs and safe professional practice and adhere to relevant legislation, regulations and standards • Comply with Health Service Executive (HSE) Complaints Policy • Ensure completion of incident/near miss forms and clinical risk reporting • Adhere to department policies in relation to the care and safety of any equipment supplied and used to carry out the responsibilities of the role of Clinical Nurse Specialist psycho-oncology in the psychological care of cancer patients. Specific Responsibility for Best Practice in Hygiene Hygiene is defined as: "The practice that serves to keep people and environments clean and prevent infection. It involves the study of preserving ones health, preventing the spread of disease, and recognising, evaluating and controlling health hazards. In the healthcare setting it incorporates the following key areas: environment and facilities, hand hygiene, catering, management of laundry, waste and sharps, and equipment"(HIQA, 2008; P2) It is the responsibility of all staff to ensure compliance with local organisational hygiene standards, guidelines and practices. **<u>Management/Administration:</u>** *Clinical Nurse Specialist Mental Health will:* • Provide an efficient, effective and high quality service, respecting the needs of each patient, family and/or carer. • Effectively manage time and caseload in order to meet changing and developing service needs. • Continually monitor the service to ensure it reflects current needs. • Implement and manage identified changes. • Ensure that confidentiality in relation to patient records is maintained. • Represent the specialist service at local, national and international fora as required. • Maintain accurate and contemporaneous records and data on all matters pertaining to the planning, management, delivery and evaluation of care and ensure that this service is in line with HSE requirements. • Contribute to the service planning process as appropriate and as directed by the DoN. • Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. • To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. **The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.**
Eligibility Criteria **Qualifications and/ or experience**	**Candidates must have at the latest date of application: -** **1. <u>Professional Qualifications, experience etc</u>** **(a)**

	I) Be a registered nurse on the active Register of Nurses and Midwives held by An Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be eligible to be so registered And II) Be registered in Psychiatric and or general Division of the register of Nurses and Midwives in which the application is being made And III) Have successfully completed a post registration programme of study, as certified by the education provider, which verifies that the applicant has achieved a Quality and Qualifications Ireland (QQI), National Framework of Qualifications (NFQ) major academic Level 8 or higher relevant to the post Or Can provide written evidence from higher education institute that they have achieved the number of ECTS credits equivalent to a Level 8 or higher standard, relevant to the specialist area prior application And IV) Evidence of career development and personal development plan And V) Demonstrate evidence of continuing professional development and competence in delivering a professional service in Psycho-Oncology **(b)** Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice **2 <u>Annual registration</u>** (i) Practitioners must maintain live annual registration on the appropriate/relevant Division of the register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) for the role And (ii) Confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).
Skills, competencies and/or knowledge	**Professional Knowledge** ***Clinical Nurse Specialist Mental Health will:*** • Practice in accordance with relevant legislation and with regard to The Scope of Nursing & Midwifery Practice Framework (Nursing and Midwifery Board of Ireland, 2015) and the Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives (Nursing and Midwifery Board of Ireland, 2014) • Maintain a high standard of professional behaviour and be professionally accountable for actions/omissions. Take measures to develop and maintain the competences required for professional practice • Adhere to the Nursing & Midwifery values of Care, Compassion and Commitment (DoH, 2016) • Adhere to national, regional and local HSE PPPGs • Adhere to relevant legislation and regulation

- Adhere to appropriate lines of authority within the nurse/midwife management structure.

Clinical Nurse Specialist Mental Health will demonstrate:

- In-depth knowledge of the role of Clinical Nurse Specialist mental health Psycho-Oncology
- In-depth knowledge of the pathophysiology of psychological distress in patients with cancer /haematological malignancy.
- The ability to undertake a comprehensive assessment of the patient with referred to Psycho-Oncology service**,** including taking an accurate history of their condition and presenting problems.
- The ability to employ appropriate diagnostic interventions using the National Comprehensive Distress Thermometer to support clinical decision making and the patients' self- management planning
- The ability to formulate a plan of care based on findings and evidence based standards of care and practice guidelines
- The ability to follow up and evaluate a plan of care
- Knowledge of health promotion principles/coaching/self-management strategies that will enable people to take greater control over decisions and actions that affect their health and wellbeing
- An understanding of the principles of clinical governance and risk management as they apply directly to Clinical Nurse Specialist Mental Health Psycho- Oncology role and the wider health service
- Evidence of teaching in the clinical area
- A working knowledge of audit and research processes
- Evidence of computer skills including use of Microsoft Word, Excel, E-mail, PowerPoint

Communication and Interpersonal Skills

- Effective communication skills
- Ability to build and maintain relationships particularly in the context of MDT working
- Ability to present information in a clear and concise manner
- Ability to manage groups through the learning process
- Ability to provide constructive feedback to encourage future learning
- Effective presentation skills.

Organisation and Management Skills:

- Evidence of effective organisational skills including awareness of appropriate resource management
- Ability to attain designated targets, manage deadlines and multiple tasks
- Ability to be self-directed, work on own initiative
- A willingness to be flexible in response to changing local/organisational requirements.

Building & Maintaining Relationships including Team and Leadership skills

- Leadership, change management and team management skills including the ability to work with MDT colleagues.

Commitment to providing a quality service:

- Awareness and respect for the patient's views in relation to their care
- Evidence of providing quality improvement programmes
- Evidence of conducting audit
- Evidence of motivation by ongoing professional development.

Analysing and Decision Making

	• Effective analytical, problem solving and decision making skills