



**Care Home Hub Advanced Clinical Practitioner  
Job Description and Person Specification**

<b>Job title</b>	Care Home Hub Advanced Clinical Practitioner
<b>Line manager</b>	Care Home Hub Service Lead
<b>Hours per week</b>	Full or part-time hours, or job share, will be considered.

<b>Job summary</b>
<p>An opportunity has arisen for an experienced, compassionate Advanced Clinical Practitioner (or training ACP) to join our award-winning, growing, multi-disciplinary team at the One Weston Care Home Hub. If you are passionate about providing high quality care for older people* and would enjoy practicing holistic medicine within a friendly, supportive team then this job would suit you. The right candidate will have outstanding communication skills, alongside commitment to lifelong learning and clinical excellence. We seek a reflective, adaptive, collaborative practitioner with enthusiasm for team working. This unique role would suit a curious professional who thrives when working autonomously but with peer support. Experience of palliative care, multimorbidity, care of older people or those living with dementia or learning difficulties would be valuable. Understanding of the needs of our local Weston community would be advantageous.</p> <p>*and those living with learning difficulties</p>

<b>Primary responsibilities</b>
<p>The One Weston Care Home Hub is a true multidisciplinary team, established in 2021, bringing together a range of allied health professionals and GP's to work towards a common goal of improving care for care home residents in Weston Super Mare. Working alongside a friendly, dedicated team of GP's and allied health professionals (pharmacists, community nurses, advanced nurse practitioners, a paramedic and a mental health nurse) this innovative project is transforming community care in some of the most deprived wards in the country. Excellent admin support enables clinicians to focus on clinical matters.</p> <ul style="list-style-type: none"> <li>• The role of the ACP within the team is as follows:</li> <li>• To provide clinical assessment of care home residents, via a mix of preventative (proactive) and acute (reactive) medicine.</li> <li>• To undertake holistic assessment of residents needs and devise creative solutions, utilising the skills of the MDT to best effect.</li> <li>• To produce a dynamic personalised care plan for healthcare professionals and care staff to follow, which includes treatment escalation planning and a</li> </ul>

detailed, realistic ReSPECT form in keeping with the wishes of patients and their families where appropriate.

- To provide continuity of care to resident, family and care home staff.
- To provide support for complex decision making when clinical lead of the day.
- To take clinical responsibility for decisions and ongoing management of your patients, drawing on the skills of the MDT as needed.
- To contribute to peer learning and education, via significant event analysis, case based discussions and other formats.
- To provide support, clinical advice, supervision and feedback to students and other members of the MDT.
- To be actively involved in promoting adult safeguarding.
- To advocate for high quality, appropriate, patient-centred care for older or vulnerable adults.
- Record data and assessments in patient records systems promptly and accurately and to agreed standards ensuring appropriate use of read codes and templates, with awareness of QOF targets and local DES specifications.
- To compile and issue computer-generated acute and repeat prescriptions, prescribing in accordance with BNSSG prescribing formulary whenever this is clinically appropriate, working with our pharmacy hub.
- To instigate necessary invasive and non-invasive diagnostic tests or investigations and interpret findings/reports at a level that is appropriate for the patient's degree of frailty and their treatment escalation.
- To contribute and bring ideas for continuous improvement including developing / improving care pathways for older people and contributing to QIP and audit.
- To review medication using a Structured Medication Review, alongside team pharmacists.
- Lead and/or participate in specialist MDT meetings dementia/mental health, palliative care or complex care with support of the team and our community mental health and geriatrician colleagues.
- To provide outreach input to cases in any of our care homes across the PCN identified as in need, to support teams working across Pier Health. This may in cases of a home recognised to be in difficulty or to support our local safeguarding processes, or due to practice need for enhanced support.

### **How?**

- Each day starts with a whole team check-in either in person or via Microsoft Teams to check on wellbeing, discuss problems and ideas, share updates and to distribute workload.

- Clinical lead of the day is assigned during this meeting.
  - The practitioner may then have a ward round in a care home, be completing comprehensive geriatric assessments, producing care plans and ReSPECT forms, liaising with families and other partners such as hospitals or district nurses, or dealing with requests for acutely unwell care home residents. There is protected time for learning activities, teaching, supervision, quality improvement work and meetings. This work takes place via a variety of formats – telephone, video, email and face to face. Career and personal development is promoted through regular 1:1 meetings with the team leads.
  - We also have regular complex MDT input from a geriatrician and from our mental health colleagues at AWP.
- Where?**
- This work mainly takes place from our town Centre Care Home Hub in a newly built surgery and in the surrounding care homes. There is scope to work remotely at times.

The person specification for this role is detailed below.

Person specification		
Qualifications	Essential	Desirable
Registration with health Governing Body (eg NMC, HCPC)	✓	
Nursing or AHP related degree	✓	
Postgraduate courses related to end of life care or recognising unwell patients	✓	
Independent/ Non-medical Prescriber V300 (or willingness to work towards this)	✓	
Advanced Practice MSc		✓
Diploma of Geriatric Medicine		✓
Experience	Essential	Desirable
At least 5 years experience of working with older people in a community or emergency healthcare setting at Band 6 AfC equivalence or above.	✓	
Substantial experience with complexity	✓	
Autonomous working (within scope of 4 pillars of advanced practice)	✓	
Primary Care, Community nursing and therapies, or emergency care practitioner background		✓
Additional experience in:		✓
<ul style="list-style-type: none"> <li>• Palliative Care</li> </ul>		

<ul style="list-style-type: none"> <li>• Mental Health</li> <li>• Learning Disability</li> <li>• Dementia</li> </ul>		
<b>Skills</b>	<b>Essential</b>	<b>Desirable</b>
Experience working with Frailty (includes holistic assessments of patients, history taking, problem listing and management plan formation)	✓	
IT literate (MS Teams, EMIS,MS office)	✓	
Good interpersonal skills	✓	
Effective time management	✓	
(Planning and organising, prioritisation and handover)	✓	
Excellent communication and interpersonal skills (including emotional intelligence to deal effectively with sensitive patient information, distressed or aggressive patients or those with impaired understanding)	✓	
Resilience	✓	
Understands Mental Capacity Act and process for best interests' decision- making and other ethical and legal frameworks	✓	
Enhanced use of Microsoft Office suite, EMIS data searches, Power BI		✓
Evidenced team leadership		✓
Forward thinking and planning		✓
Influencing beyond your role; working with care home staff, owners, and managers		✓
<b>Other requirements</b>	<b>Essential</b>	<b>Desirable</b>
Willingness to travel and work across community locations and in care homes	✓	
Flexibility around working days and annual leave dates to ensure safe levels of clinical cover are maintained	✓	
Disclosure Barring Service (DBS) check	✓	

### Generic responsibilities

#### Equality, Diversity and Inclusion

A good attitude and positive action towards ED&I creates an environment where all individuals are able to achieve their full potential. Creating such an environment is important for three reasons – it improves operational effectiveness, it is morally the right thing to do and it is required by law.

Patients and their families have the right to be treated fairly and be routinely involved in decisions about their treatment and care. They can expect to be treated with dignity and respect and will not be discriminated against on any grounds including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. Patients have a responsibility to treat other patients and our staff with dignity and respect.



Staff have the right to be treated fairly in recruitment and career progression. Staff can expect to work in an environment where diversity is valued and equality of opportunity is promoted. Staff will not be discriminated against on any grounds including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. Staff have a responsibility to ensure that they treat our patients and their colleagues with dignity and respect.

### **Safety, Health, Environment and Fire (SHEF)**

This PCN is committed to supporting and promoting opportunities for staff to maintain their health, well-being and safety.

The post holder is to manage and assess risk within the areas of responsibility, ensuring adequate measures are in place to protect staff and patients and monitor work areas and practices to ensure they are safe and free from hazards and conform to health, safety and security legislation, policies, procedures and guidelines.

All personnel have a duty to take reasonable care of health and safety at work for themselves, their team and others and to cooperate with employers to ensure compliance with health and safety requirements. All personnel are to comply with the Health and Safety at Work Act 1974, Environmental Protection Act 1990, Environment Act 1995, Fire Precautions (workplace) Regulations 1999 and other statutory legislation.

### **Confidentiality**

The PCN and associated practices are committed to maintaining an outstanding confidential service. Patients entrust and permit us to collect and retain sensitive information relating to their health and other matters pertaining to their care. They do so in confidence and have a right to expect all staff will respect their privacy and maintain confidentiality at all times.

It is essential that, if the legal requirements are to be met and the trust of our patients is to be retained, all staff protect patient information and provide a confidential service.

### **Quality and Continuous Improvement (CI)**

To preserve and improve the quality of PCN outputs, all personnel are required to think not only of what they do but how they achieve it. By continually re-examining our processes, we will be able to develop and improve the overall effectiveness of the way we work.

The responsibility for this rests with everyone working within the PCN and practices to look for opportunities to improve quality and share good practice and to discuss highlight and work with the team to create opportunities to improve patient care.

Pier Health Group continually strives to improve work processes which deliver healthcare with improved results across all areas of our service provision. We promote a culture of continuous improvement where everyone counts and staff are permitted to make suggestions and contributions to improve our service delivery and enhance patient care.

Staff should interpret national strategies and policies into local implementation strategies that are aligned to the values and culture of general practice.

All staff are to contribute to investigations and root cause analyses whilst participating in serious incident investigations and multidisciplinary case reviews.

### **Learning and development**

The effective use of training and development is fundamental in ensuring that all staff are equipped with the appropriate skills, knowledge, attitude and competences to perform their role. All staff will be required to partake and complete mandatory training as directed by their manager. It is an expectation for this post holder to assess and discuss their own learning needs and once agreed undertake learning as appropriate

The post holder will disseminate learning and information gained to other team members in order to share good practice and inform others about current and future developments (e.g. courses and conferences).

### **Collaborative working**

All staff are to recognise the significance of collaborative working and understand their own role and scope and identify how this may develop over time. Staff are to prioritise their own workload and ensure effective time-management strategies are embedded within the culture of the team.

Teamwork is essential in multidisciplinary environments and the post holder is to work as an effective and responsible team member, supporting others and exploring the mechanisms to develop new ways of working. To work effectively with others to clearly define values, direction and policies impacting upon care delivery

Effective communication is essential and all staff must ensure they communicate in a manner which enables the sharing of information in an appropriate manner.

All staff should delegate clearly and appropriately, adopting the principles of safe practice and assessment of competence.

Plans and outcomes by which to measure success should be agreed.

### **Managing information**

All staff should use technology and appropriate software as an aid to management in the planning, implementation and monitoring of care and presenting and communicating information.

### **Service delivery**

Staff will be given detailed information during the induction process regarding policy and procedure.

The post holder must adhere to the information contained within PCN and local practice policies and regional directives, ensuring protocols are adhered to at all times.

**Security**

The security of the practice is the responsibility of all personnel. The post holder must ensure they remain vigilant at all times and report any suspicious activity immediately to their line manager.

Under no circumstances are staff to share the codes for the door locks with anyone and are to ensure that restricted areas remain effectively secured. Likewise, password controls are to be maintained and are not to be shared.

**Professional conduct**

At Pier Health all our staff are required to be professional at all times.