



Clinical Nurse Specialist Palliative Care Job Specification, Terms and Conditions:

Job Title and Grade Code	Clinical Nurse Specialist Palliative Care Grade Code: 2632
Competition Reference	SJL11/2022/1
Whole Time Equivalent	1 WTE
Closing Date	12 Noon, 23rd November 2022
Proposed Interview date(s)	Week commencing 28th November 2022
Taking up Appointment	A start date will be indicated at job offer stage
Duration of Post	Permanent Post
Location of Post	St. John's Hospital, John's Square, Limerick
Informal Enquiries	Ms. Michelle Burke – Director of Nursing, St. John's Hospital Limerick Email: don@stjohnshospital.ie Phone: 061 - 462101
Organisational Area	St. John's Hospital Limerick, UL Hospitals Group, HSE Mid-West
Post Specific Information	Details on this campaign can be found at http://www.stjohnshospital.ie/management-and-administration/recruitment/
Details of Service/ Background to the post	<p>St John's Hospital, Limerick is a Voluntary Hospital founded in 1780 by the Little Company of Mary Sisters. It is a Model 2S, acute general hospital funded by the HSE and member of University of Limerick Hospitals Group (ULHG). It is a longstanding teaching hospital for medical, nursing and allied healthcare professional staff and is an academic partner of the University of Limerick. The Hospital provides a wide range of inpatient and outpatient services, including general medicine, general surgery, urology, gynaecology and endoscopy services. The Hospital also has an Urgent Care Centre incorporating a Local Injuries Unit and Medical Assessment Unit. The Injury Unit is the busiest in the Midwest region and second busiest Unit nationally after the Mercy Hospital (Source: HSE BIU data October 2022)</p> <p>We are committed to providing the highest quality service to all our patients in a professional, safe and caring environment. We endeavour to provide an effective, efficient service in a timely manner at all times with equal access for all our patients. We aim to provide individual patient centred care to each patient and their families and to promote patient participation in their care. We encourage good interpersonal relationships and we collaborate extensively with key external stakeholders including the HSE, Voluntary Healthcare Forum and other</p>

	<p>local healthcare providers. We promote staff and service development through education, motivation and encouragement. We are committed to providing an effective learning environment for both present and future health service staff.</p> <p>The Hospital has a total of 99 beds – 89 In-Patient beds and 10 Day Care beds. The In-Patient specialties are General Medicine, General Surgery and Gynaecology. We also have an Urgent Care Centre incorporating a Local Injuries Unit and Medical Assessment Unit. We are a Teaching Hospital affiliated to the University of Limerick.</p> <p>Our 5-year Strategy (2022-2027) includes a key business plan for a new in-patient bed block to be built on site, bringing the total number of beds on site to 200. We are working with the HSE to support our business plan by approving funding for the development and resources needed for the additional bed capacity.</p> <p>Other clinical services provided on site include:</p> <ul style="list-style-type: none"> • Consultant Out-Patient Clinics • Diagnostic Radiological and Laboratory services • Day Surgery • Clinical Nurse Specialists in the areas of Diabetes, Continence Management, Respiratory Care, Tissue Viability, Infection Control, Palliative Care and Pain Management • A Dietetic service providing nutritional assessment, dietary advice, education and evaluation • Occupational Therapy • Speech and Language Therapy • Social worker support • Physiotherapy services • Chaplaincy Service <p>Clinical Research and Innovation:</p> <p>We have an active Audit, Research and Innovation Committee and an on-site Rapid Innovation Unit which collaborates with clinical staff across UL Hospitals to enhance patient experience, producing many pioneering quality improvement initiatives. This “Science Foundation” sponsored unit uses 3D printing and other engineering pathways to find live patient-centric digital manufacturing solutions to bedside care issues.</p>
<p>Our purpose, mission, vision and values</p>	<p><u>Our Purpose</u> Together we work to enhance the health and wellbeing of all those in our care and inspire those who deliver it every day.</p>

	<p><u>Our Vision</u> To be a leading provider of healthcare services where innovation and excellence are at the heart of the patient experience.</p> <p><u>Mission statement</u> Faithful to our tradition, we provide the highest possible standard of care and treatment in a professional and compassionate manner to every person who avails of our services.</p> <p><u>Our Values</u> To listen to each other and seek opportunities to help and support one another.</p> <p>To deliver high quality, safe and reliable healthcare in accordance with evidence based best practice in an effectively managed and maintained environment.</p> <p>To provide healthcare based on the assessed needs and preferences of our service users which ensures mutual respect, holistic care and continuous learning and training.</p> <p>To deliver excellence in care through monitoring, evaluating and continually improving our services.</p>
Reporting Arrangements	<p>The post holder will:</p> <ul style="list-style-type: none"> • Report to the Assistant Director of Nursing at St John’s Hospital. • Be accountable to the Director of Nursing at St John’s Hospital. <p>Report on clinical issues to the Consultant in Palliative Medicine.</p>
Role Summary	<p>The Clinical Nurse Specialist – Palliative Care will work as part of the specialist palliative care team within the hospital group. The team provides a service to the University of Limerick Hospital Group and consists of 3 Palliative Medicine Consultants, Specialist Registrar and 4 Clinical Nurse Specialists. This position is primarily based in St John’s Hospital.</p> <p>The team is active in improving the quality of palliative care provision in the hospital group, expanding the service where opportunities arise and developing and collecting performance measures to support the quality improvement cycle. The team links closely with Milford Care Centre.</p> <p>Staff are supported and encouraged to attend education and networking opportunities pertaining to the palliative care setting.</p>
Purpose of the Post	<p>The purpose of this Clinical Nurse Specialist - Palliative Care post is to enable delivery of an efficient and effective Specialist Palliative Care Service that meets the needs of all patients and desired outcomes in line with key national drivers - National Standards for Safer Better Healthcare (HIQA, 2012), National Clinical Programme Palliative Care and Palliative Care Services Development Framework (HSE 2009). The</p>

	<p>Clinical Nurse Specialist Palliative Care is a key member of the disciplinary Team providing Specialist Palliative Care to adults with malignant and non-malignant conditions.</p> <p>The Clinical Nurse Specialist - Palliative Care will 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.</p> <p>The Clinical Nurse Specialist - Palliative Care will provide nursing expertise, education and a consultation service to patients their relatives and nursing staff in all areas of this speciality.</p> <p>The Clinical Nurse Specialist - Palliative Care will work as a member of the interdisciplinary team in the promotion of a patient centred palliative care approach to patients and their families. The successful candidate will have a key role in developing palliative care within the context of a changing service.</p>
<p>Principle Responsibilities and Duties</p>	<p>The person holding this post is required to support the principle that the care of the patient comes first at all times and will approach their work with the flexibility and enthusiasm necessary to make this principle a reality for every patient to the greatest possible degree.</p> <p>Maintain throughout the hospital awareness of the primacy of the patient in relation to all hospital activities.</p> <p>Performance management systems are part of role and you will be required to participate in the Hospital's performance achievement programme.</p> <p>The post holder's practice is based on the five core concepts of Clinical Nurse Specialist - Palliative Care role as defined by the NCNM 4th edition (2008) in order to fulfil the role. The concepts are:</p> <ul style="list-style-type: none"> • Clinical Focus • Patient/Client Advocate • Education and Training • Audit and Research • Consultant <p><u>Clinical Focus</u></p> <ul style="list-style-type: none"> • Articulate and demonstrate the concept of nursing specialist practice within the framework of relevant legislation, Scope of Nursing & Midwifery Practice Framework (ABS 2000) and the Code of Professional Conduct (ABA 2000). • Perform nursing assessments and plan and initiate care and treatment modalities within agreed interdisciplinary protocols to achieve patient / client centred outcomes; evaluates their effectiveness.

- Attend and contribute to weekly multidisciplinary team meetings.
- Contribute information and support on all aspects of care to patients and their families / carers.
- Identify health promotion priorities in the area of specialist practice.
- Implement health promotion strategies for patient / client groups in accordance with the public health agenda.
- Establish and maintain professional networking relationships with CNS' across all centres of excellence and internationally.

Indirect Care

The Clinical Nurse Specialist - Palliative Care will:

- Identify and agree appropriate referral pathways for patients who require a palliative care needs assessment.
- 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 palliative care.
- Take a lead role in ensuring the service for patients with palliative care needs are in line with best practice guidelines and the Safer Better Healthcare Standards (HIQA, 2012).

Patient Advocate

- Enable patients / clients, families and communities to participate in decisions about their health needs.
- Articulate and represent patient / client interests in collaboration with the multidisciplinary team.
- Act as a resource contact person for patients, families / carers ensuring that instructions regarding investigations and follow up are clearly understood.
- Implement changes in healthcare service in response to patient / client need and service demand.

Education and Training

- Promote a progressive learning environment based on high quality, research based, nursing care.
- Provide mentorship, preceptorship, teaching, facilitation and professional supervisory skills for nurses and other healthcare workers.

- Educate patients / clients, families and communities in relation to their healthcare needs in the specialist area of practice.
- Identify own continuing professional development needs and engage accordingly.
- Be actively involved in the updating and formulation of hospital policy/procedure/standards.

Audit and Research

- Keep up to date with current research and practice.
- Identify, critically analyse, disseminate and integrate nursing and other evidence into the area of specialist practice.
- Initiate and participate in evaluations, audits and quality initiatives relevant to the service.
- Use the outcomes of audit to improve service provision.
- Contribute to service planning and budgetary processes through use of audit data and specialist knowledge.

Consultant

- Provide leadership in clinical practice and act as a resource and role model for specialist practice.
- Generate and contribute to the development of clinical standards of practice and guidelines.
- Use specialist knowledge to support and enhance generalist nursing practice.

Other responsibilities:

Quality, Risk and Safety

- Contribute to the development of policies, procedures, guidelines and safe professional practice.
- Adhere to, and ensure adherence to relevant legislation, regulations and standards in the delivery of service.
- 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.
- Comply with St John's Hospital Complaints Policy.

- Ensure completion of incident / near miss forms / 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 in palliative care.
- Ensure that effective safety procedures are developed and managed to comply with statutory obligations, in conjunction with relevant staff e.g. health and safety procedures, emergency procedures.
- Observe, report and take appropriate action on any matter which may be detrimental to staff and/or service user care or wellbeing / may be inhibiting the efficient provision of care.
- Assist in observing and ensuring implementation and adherence to established policies and procedures e.g. health and safety, infection control.
- 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.
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

Management

- Provide an efficient, effective, and high-quality service, respecting the needs of each patient / client.
- Effectively manage time and caseload in order to meet the needs of a changing and developing service.
- Be aware of budgetary issues and resource allocation – all the time striving for value for money.
- Continually monitor the service to ensure it reflects current needs.
- Implement and manage identified changes.
- Maintain accurate and up to date statistics of the service provided, including audit of patient / client contacts.
- Ensure that confidentiality in relation to patient /client records is maintained.
- Represent the specialist service at local, national and international meetings as required.

	<ul style="list-style-type: none"> • Maintain accurate and contemporaneous records / data on all matters pertaining to the planning, management, delivery and evaluation of this service in line with HSE requirements.
<p>Eligibility Criteria</p> <p>Qualifications and/or experience</p>	<p>1. Professional Qualifications & Experience</p> <p>Each candidate must, at the latest date for receipt of completed applications for the post:</p> <p>1. <u>Professional Qualifications, Experience, etc.</u></p> <p>(a) Be registered in the General Division of the Register of Nurses kept by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be entitled to be so registered.</p> <p style="text-align: center;">and</p> <p>(b) Have at least 5 years post registration experience in the division of the register in which the applicant is currently practising;</p> <p style="text-align: center;">and</p> <p>(c) Have a minimum of 2 years' experience in working with palliative care patients</p> <p style="text-align: center;">and</p> <p>(d) Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his / her scope of practice.</p> <p style="text-align: center;">and</p> <p>(e) Must demonstrate evidence of continuing professional development.</p> <p style="text-align: center;">and</p> <p>(f) From the 1st September 2010, must have a Level 8 (or higher) post registration Quality & Qualifications Ireland major academic award relevant to the specialist area of Palliative Care, prior to application.</p> <p><i>Note: A copy of your Level 8 (or higher) recognised post registration qualification and transcript must be submitted with your Application Form. Failure to submit these documents may result in you not being brought forward to the next stage of the selection process.</i></p>

	<p>2. Annual registration</p> <p>(i) Practitioners must maintain live annual registration on the relevant division of the Register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann).</p> <p style="text-align: center;">And</p> <p>(ii) Confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).</p> <p>3. Age</p> <p>The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants. In accordance with HR Circular 029/2018 all other appointees' who have not already reached their retirement age before 26th December 2018 will have the choice to work beyond the age of 65 to age 70 if they so choose.</p> <p>* <u>Public Servants not affected by this legislation:</u></p> <p>Public servants recruited since 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70.</p> <p>4. Health</p> <p>Candidates for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p> <p>5. Character</p> <p>Candidates for and any person holding the office must be of good character.</p>
<p>Post Specific Requirements/Desirable</p>	<p>Demonstrate depth and breadth of nursing experience in the specialist area of palliative care, as relevant to this post.</p>
<p>Essential Skills, competencies and/or knowledge</p>	<p>Candidates must demonstrate:</p> <ul style="list-style-type: none"> • Practitioner competence and professional credibility – demonstrates a high level of clinical knowledge to effectively carry out the duties and responsibilities of the role. • The ability to lead on clinical practice and service quality. • Promotion of evidence-based decision making; evidence-based clinical knowledge in making decisions regarding patient / client care. • The ability to plan and manage resource effectively. • Effective analytical, problem solving and decision-making skills. • Strong interpersonal skills including the ability to build and maintain relationships.

	<ul style="list-style-type: none"> • Effective communication and influencing skills. • Initiative and innovation in the delivery of service. • Resilience and composure. • Openness to change. • Integrity and an ethical stance. • A commitment to continuing professional development. • The ability to relate nursing research to nursing practice. • Knowledge of quality assurance practices and their application to nursing procedures. • Awareness of relevant legislation and policy e.g. legislation relevant to the service area, health and safety, infection control etc. • Awareness of current and emerging nursing strategies and policies in relation to the clinical / designated area. • Awareness of the Health Service Transformation Programme. • A willingness to develop IT skills relevant to the role
<p>Other requirements specific to the post</p>	<p>The successful applicant will be required to work flexibly in response to changing local/organisational/network requirements.</p>
<p>Competition Specific Selection Process</p> <p>Short listing / Interview</p>	<p>Applications should be submitted by completing the hospital’s standard job application form. Application forms and full particulars relating to the post are available on St. John’s Hospital website, Details on this campaign can be found at http://www.stjohnshospital.ie/management-and-administration/recruitment/ or contact the HR department St. John’s Hospital.</p> <p>Applications to Human Resources Department, St. John’s Hospital. recruitment@stjohnshospital.ie</p> <p>Closing Date for Applications is <u>12 noon, 23rd November 2022.</u></p> <p>Ranking/Shortlisting/Interview</p> <p>A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements.</p> <p>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p>

	<p>Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.</p>
<p>Code of Practice</p>	<p>St. John's Hospital will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, feedback facilities for candidates on matters relating to their application, when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process, and review in relation to allegations of a breach of the Code of Practice.</p> <p>Codes of Practice are published by the CPSA and are available on www.hse.ie in the document posted with each vacancy entitled "Code of Practice, Information For Candidates" or on www.cpsa-online.ie.</p>
<p>The reform programme outlined for the health services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. It 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.</p>	



**Terms and Conditions of Employment
Clinical Nurse Specialist Palliative Care**

Tenure	<p>The appointment is whole-time, permanent and pensionable.</p> <p>A panel may be created from which permanent vacancies of whole-time duration may be filled during the life of the panel.</p> <p>Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.</p>
Remuneration	<p>The salary scale for the post (as at 01/10/2022) is:</p> <p style="text-align: center;">€55,248; €56,164; €56,937; €58,201; €59,597; €60,968; €62,338; €63,882; €65,316</p>
Working Week	<p>The standard working week applying to the post is: 37.5 hours delivered on a 5- or 7-day roster including weekends.</p> <p>HSE Circular 003-2009 “Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016” applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p>
Annual Leave	<p>The annual leave entitlement is in accordance with St. John’s Hospital/HSE approved leave entitlements.</p>
Superannuation	<p>All pensionable staff become members of the pension scheme.</p>
Probation	<p>Employment will be probationary for the first six months, during which time the Department Head will carry out periodic probation assessment reviews. The appointee will cease to hold office at the end of or during the probationary period unless during such period the Hospital has certified that their service is satisfactory</p>
Mandatory Training and Health and Safety at Work Act	<p>The post holder is obliged to fulfil mandatory training requirements in line with this post. All staff must comply with all Hospital Health & Safety Policies and Procedures. Staff must be aware of the responsibilities placed on them under the Health and Safety at Work Act (2005), and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.</p>
Children First Act	<p>Schedule 2 of the Children First Act 2015 specifies that this post falls under the classes of persons as “Mandated Persons” for the purpose of the Act. As a mandated person, under the legislation you are required to report any knowledge, belief or reasonable suspicion that a child has been harmed, is being harmed, or is at risk of being harmed. It is a requirement of this post that you complete the</p>

	HSELand training in relation to Children First and any other training the Hospital deems appropriate in this regard
GDPR	The post holder is obliged to adhere to General Data Protection Regulations 2018. All staff who have access to patients' care records have a responsibility to ensure that these are maintained efficiently and that confidentiality is protected in line with the Hospital's Confidentiality Policy. Staff are also subject to this obligation both on an implied basis and also on the basis that, on accepting their job description, they agree to maintain both patient/client and staff confidentiality. In addition, all health professionals are advised to compile records on the assumption that they are accessible to patients in line with FOI and GDPR 2018. Hospital policies and procedures at all times. Details of the Hospital's policies are available on the intranet.
Infection Prevention and Control	The post holder is obliged to adhere to Hospital policies and procedures relating to Hand Hygiene and Infection Prevention and Control. Have a working knowledge of 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.
Professional Registration	If you are employed in an area of work which requires membership of a professional body in order to practice (e.g. Nursing & Midwifery Board of Ireland), it is a condition precedent of your employment to maintain membership of such professional body. It is also your responsibility to comply with the relevant body's code of practice. You are required to advise the Hospital if your professional body in any way limits or changes the terms of your registration. Failure to remain registered or to comply with the relevant code of practice may result in temporary downgrading, suspension from duty and/or disciplinary action, which may result in the termination of your employment.
Protection of Persons Reporting Child Abuse Act 1998	This post is one of those designated in accordance with Section 2 of the Protection of Persons Reporting Child Abuse Act, 1998. You will remain a designated officer for the duration of your appointment in this post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. Such officers will, on receiving a report of child abuse, formally notify the Senior Social Worker in the community care area in which the child is living.