Job Description

Job title: Gynae-Oncology Clinical Nurse Specialist

Department: Cancer Services

Band: 7

Hours: 30

Reports to: Lead Nurse for Cancer

We are a pioneering research active organisation and we are proud to be doing things differently; whether that be redefining the shape of the local health and care system through our innovative plans for integrated care, or developing new services such as our Frail Older Person's Assessment Service and our Medically Fit for Discharge Ward. As well as creating the future, we also know the importance of providing really good, safe, and caring services for our patients. Our iCARE ethos sets out the principles which every member of our staff works to, ensuring good communication, attitude, respect and care for the hospital environment. Our patients tell us we’re getting this right, with our Friends and Family Test results consistently above 95 per cent (patients ‘extremely likely’ or ‘likely’ to recommend us to their friends and family).

Job role: A

The post holder will provide clinical nurse specialist provision to an already established and co-ordinated service for gynae-oncology patients referred to Yeovil District Hospital NHS Foundation Trust. They will acknowledge and provide overall responsibility for the provision of specialist nursing advice, support and information to patients (in-patient and out-patient) and their carers /loved ones, and working in conjunction with the lead clinician, to further develop and maintain the delivery of best practice in the care and management of women with gynaecological malignancies from referral or diagnosis onwards and throughout their care pathway.

The Gynae-Oncology Clinical Nurse Specialist (CNS) role requires practice that is informed by higher levels of judgement, decision-making and discretion. The CNS should play a significant role in setting standards/ guidelines, undertaking audit and research, education others and disseminating good practice.
The post holder will work as an important member of the Yeovil Multidisciplinary Team and work collaboratively with neighbouring Taunton and Somerset NHS Foundation Trust, who provide additional specialist Gynae-oncological services. Acting as the patient’s keyworker, the CNS will ensure the patients and their holistic needs are represented at the weekly MDT meetings and will act as the central referral and liaison point for the MDT as an information resource for all those (in both primary and secondary care) who are involved in the care and management of women with gynaecological malignancies thus ensuring the provision of a seamless service for this group of Yeovil patients.

Main duties and responsibilities:

• In partnership with the line manager develop the skills to provide specialist nursing advice and support to patients including their families.
• To act as Keyworker for patients with suspected or confirmed Gynaecological cancers providing specialist Gynae-oncological nursing advice to support both patients and their family/carer from the time of diagnosis and throughout their care pathway.
• To work as the patient advocate, to help negotiate the patient journey and ensure optimum care is provided to each patient.
• To develop nurse-led clinics within defined protocols to provide follow up for women following treatment for gynaecological cancer, A physical and psychological assessment will be completed aiding the provision of holistic needs assessment, care planning and treatment summaries as required.
• To provide telephone support to patients, discussing symptoms and advising on management often preventing admission to secondary care and liaising with primary care providers.
• To provide patients and staff with specialist advice to manage complex symptoms of both disease and potential treatment side effects
• To develop and share expertise within the multidisciplinary team.
• To request and negotiate relevant radiology and pathology investigations ensuring correct staging and assessment is provided and will monitor investigations results, initiating further assessment/review of treatment pathway as required
• Adopt and maintain a flexible approach to patient care, recognising the changing needs of patients throughout their cancer pathway.
• To undertake individual holistic assessments at key stages in each patient’s pathway, this information will be available in the patient’s medical records and on the cancer register. Where appropriate copies will be sent to the patient and her GP.
• To participate in the Living Well and Beyond Cancer agenda and actively support the Recovery Package for Gynae-oncology patients.
• Assess and assist in the management of acutely unwell gynae-oncology patients admitted to YDH, working with the Oncology and or Gynaecology Consultant(s), providing expert knowledge to enhance optimum care, including the reduction of the inpatient stay and furthermore work as necessary in close collaboration with the Specialist Acute oncology and Specialist Palliative Care Team(s).
• To have an understanding of treatment regimens and side effects,
• To ensure safe and high standards of nursing care are maintained in accordance with hospital policies and procedures and National Cancer Service Guidelines and acts at all times in accordance with the NMC Code of Conduct and within the principles of the scope of Professional Practice and ensures other members of the team also work within these.

Communication

• To help co-ordinate and attend weekly cross county MDT meetings via video link or face to face, presenting individual patient cases and the social background/holistic assessment to enable decision making.,
• To provide access to appropriate information, support and specialist nursing care for women with suspected or confirmed Gynaecological cancers, in order to meet the needs of individual patients from referral onwards and where appropriate will fulfil the role of ‘key worker’ within the Gynae-oncology MDT.
• To receive and provide patients and their families with highly sensitive and complex information using advanced communication skills.
• Work closely with patients and their families when bad news is broken and have discussions around prognosis and advanced care planning if appropriate and timely.
• To ensure that all patients and as appropriate families are aware of all treatment options, including clinical trials.
• Provide psychological care to level II and signposting or referring patients and carers who require higher level of input.

Management and leadership

• To work alongside the Lead clinician and the MDT in utilising clinical practice, consultation, research and education to shape the strategic direction of the specialist Gynae-oncology service.
• With support, manage a caseload on flexible principles and prioritises the care needs of patients.
• To act as the central referral and liaison point for the Gynae-oncology Multidisciplinary Team (MDT) for primary and secondary care. Managing the Fast Track Clinic capacity and quality of service, ensuring all standards of care and national targets are attained.
• In conjunction with the Lead Clinician for Gynae cancer the CNS will correlate data and produce and update documents for yearly peer review to meet national and local standards.
• To promote user involvement in service development and information gained is used to direct the service.
• To generate new solutions within own and other’s practice to enhance care and treatment.
• To use effective change management skills to initiate and implement service and practice developments, providing a business case if required.
• To use prioritisation, problem solving and delegation skills to manage time effectively.
• To provide expert advice within the Trust on the acute oncology care of patients with ascites. Updating documents and guidelines when needed.
• In conjunction with the line manager develop skills to provide an initial response to complaints and queries, and have a working awareness of the Trust's complaints procedure.
• To record all patient related work to ensure it is commissioned properly.
• To develop and maintain peer support within the trust and MDT, sharing information and learning with other clinical nurse specialists at local and national level.

Clinical Governance

• To set, monitor and review quality and performance standards and lead the implementation of best practice in Gynaec-oncology nursing care.
• To participate in and maintain a framework for effective clinical supervision
• To participate in the appraisal process to ensure ongoing professional development, developing the role of the nurse in the best interest of the patient and in accordance with the NMC Code of Conduct
• To attend all Mandatory Training relevant to the role as defined in the Trust matrix.
• To report any incidents, accidents and near misses in accordance with the Trust Incident Policy.

Education

• Identify own learning needs, plan learning resources required for continuous professional development within sphere of practice.
• To identify and meet the educational needs of the patient and their family, paying particular attention to the public and personal attitudes to cancer, and how these relate to political, social, economic and ethical issues.
• To plan and participate in the teaching programmes of learners in accordance with their objectives, working closely with the College/University and act as a mentor when required.
• Act as a resource in support to other health care professionals in the development of knowledge and skills through acting as a teacher, facilitator and assessor of competence in relation to care of gynaec-oncology patients.
Research and Audit

- Use critical appraisal skills within a multidisciplinary forum to analyse current research and implications for practice and apply if appropriate.
- To participate in clinical audit and research where appropriate as part of promoting excellent care through research.
- To work to promote a culture of evidence based practice.
- Be involved with health promotion
## Person Specification

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<th>Essential</th>
<th>Desirable</th>
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<tr>
<td><strong>Qualifications</strong></td>
<td>• RGN, 1&lt;sup&gt;st&lt;/sup&gt; Level with full NMC Registration</td>
<td>• Clinical examination skills</td>
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<td>• Relevant accredited post registration qualification at level 3</td>
<td>• Psychological level II training</td>
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<td>• Demonstrates evidence of ongoing continuous personal developments</td>
<td>• Obtained or working towards a Masters level qualification in a relevant subject</td>
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<td>• Advanced communication skill</td>
<td>• Leadership course</td>
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<td>• Teaching qualification (ENB 998 or equivalent)</td>
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<td><strong>Experience</strong></td>
<td>• Considerable relevant post registration experience in oncology and gynaecology</td>
<td>• Evidence of undertaking research or audit projects</td>
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<td>• Evidence of recent teaching experience</td>
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<td>• Knowledge of psychosexual issues relating to gynaecological cancers and treatment available</td>
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<td><strong>Personal qualities</strong></td>
<td>• Excellent interpersonal and communication skills</td>
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<td>• Flexible, adaptability to meet needs of a changing service</td>
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<td>• Good organisational skills</td>
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<td>• Ability to cope with emotional issues presented in the course of work and to support others</td>
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<td>• Knowledge of national and local speciality issues</td>
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<td>• Information technology skills</td>
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Commitment to the development and provision of high quality nursing care
Initiative

**Special requirements**
- Willingness and ability to travel
- Resilient, persistent and able to challenge decisions

**Relationships:**

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<th><strong>Internal</strong></th>
<th><strong>External</strong></th>
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| - Lead Nurse for Cancer  
- Core Cancer Management Team  
- Macmillan Unit  
- Clinical Cancer Steering Group  
- Gynae oncology MDT  
- Cancer nurse and clinical nurse specialist forum members  
- Specialist palliative care and acute oncology hospital teams  
- Associated business units of surgery and emergency care | - Taunton and Somerset NHS foundation trust MDT team and related Gynae-oncology services  
- Network site specific group members  
- Primary health colleagues  
- 3rd party organisations such as St Margaret's hospice and Macmillan cancer care |

**Budget holder:** No

**Line management responsibility for:** 0 staff

**Published:**