

## **JOB DESCRIPTION**

**Practice Nurse (Agenda for Change Band 5 or equivalent)**

### **REPORTS TO:**

General Practice Nurse Manager & GP Partners (Clinically)  
Practice Manager (Administratively)

### **HOURS:**

### **JOB SUMMARY**

The purpose of the post is to delivery of safe, high quality primary care nursing services. Working within the NMC Code of Conduct the post holder will deliver primary health care interventions to the practice population. The requirements of the post are linked to the Level 5 of the District and General Practice Nursing Service Education and Career Framework (Health Education England).

### **KEY RESPONSIBILITIES**

#### Clinical care delivery – general

- Working within guidelines and protocols undertake and record:
  - Urinalysis and preparation of specimens for laboratory analysis
  - Temperature, pulse and respiratory rate
  - Weight, height, waist circumference and Body Mass Index
  - Measurement of legs for compression hosiery
  - ECGs, ambulatory blood pressure monitoring
  - Near patient testing e.g. blood glucose, lipids and INR
  - Doppler ultrasound measurement working with registered nurse
  - Measurement of airway function (peak expiratory flow rate and spirometry)
- Obtain venous blood samples from individuals for investigation.
- Administer medications by injection with the appropriate legal authorisation.
- Recognise health promotion opportunities and give brief, focussed lifestyle advice using motivational interviewing techniques which may include:
  - Alcohol screening
  - Smoking cessation
  - Weight management
  - Sexual health
- Undertake initial assessment of patients presenting with wounds, working within expertise to manage independently or refer to other services as necessary.
- Remove wound closure materials including sutures, clips and staples.
- Take samples for the cervical screening programme according to recognised standards.
- Provide ear care including removal of cerumen and provide education and advice.
- Administer vaccines to adults and children according to the UK immunisation schedule.
- Provide a pre-travel health service including administration of vaccines and advice after undertaking appropriate risk assessment.
- Administer prescribed therapies such as contraceptive injections, vitamin B12, and depo neuroleptic medications recognising side effects and contraindications.
- Develop and follow referral pathways for patients with specialist needs.

## **JOB DESCRIPTION**

### **Practice Nurse (Agenda for Change Band 5 or equivalent)**

#### Long term conditions

Assist nurse-run long term condition clinics:

- Carry out clinical measurements and near patient testing for patients with diabetes, asthma and COPD in line with NICE guidance and Quality and Outcome Framework indicators which may include:
  - blood sugar monitoring
  - assessment of feet with appropriate risk stratification
  - spirometry
  - pulse oximetry
  - Peak Expiratory Flow rate
  - teaching inhaler technique
  - assessment of breathlessness.
- Recognise signs and symptoms that may indicate undiagnosed long term conditions e.g. poor wound healing, winter cough in smokers and also factors that may indicate mental health problems and use relevant referral pathways.

#### Quality assurance/service support

- Participate in quality improvement and innovations e.g. audit, significant event analysis.
- Contribute to development of protocols and new services that aim to reduce unwarranted variation as outlined in the framework for nursing, *Leading Change, Adding Value* (May 2016)
- Attend in-house meetings and contribute to development of the nursing service and where appropriate wider practice systems.
- Participate in ongoing supervision and mentorship of unregistered health care staff, nursing students and junior nurses including mentorship for preceptor programmes and contributing to revalidation needs of nurse colleagues.
- Attend in-house and external training events and contribute to continuing education of unregistered health care staff by identifying learning opportunities.

#### Personal/professional development

- Complete statutory training/updating and mandatory training as defined by the practice.
- Complete skills specific training and regular updating
- Participate in an annual individual performance review maintaining a record of own personal and professional development including the requirements for revalidation with the NMC
- Take responsibility for own development, learning and performance. Identify gaps in knowledge and skills and how further learning can enhance delivery of nursing service.

## **JOB DESCRIPTION**

Practice Nurse (Agenda for Change Band 5 or equivalent)

### **Health and safety**

- Identify and address risks in work activities working with practice nurse manager and practice manager.
- Follow appropriate infection control procedures.
- Maintain work areas in a tidy and safe manner
- Communicate effectively with individuals in other agencies to meet people's needs.

### **Equality and diversity**

- Act in a way that recognises people's rights, interpreting them in a way that is consistent with practice procedures and policies and current legislation.
- Respect the privacy, dignity, needs and beliefs of patients, carers and colleagues.