

## **JOB DESCRIPTION**

### **Senior General Practice Nurse (Agenda for Change Band 6 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 to the practice population. Working within the NMC Code of Conduct the post holder will take a senior role within the nurse team, using previous primary care experience to provide advanced nurse interventions and influence development of nursing service. The requirements of the post are linked to the Level 6 of the District and General Practice Nursing Service Education and Career Framework (Health Education England).

#### **KEY RESPONSIBILITES**

##### Clinical care delivery – general

- Carry out nursing interventions and measurements for patients using clinical judgement.
- 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, produce treatment plans and refer to other services as necessary.
- Measure circulation by recording Ankle Brachial Pressure Index and applying compression therapy to patients with venous leg ulcers.
- 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.
- Undertake risk stratification and care planning for those with complex needs contributing to admission avoidance strategies.

## JOB DESCRIPTION

### Senior General Practice Nurse (Agenda for Change Band 6 or equivalent)

#### Sexual health

- Provide health promotion advice on prevention of Sexually Transmitted Infections, take sexual history and initiate investigations.
- Advise women on suitability of oral and long term contraceptive methods and be aware of local referral pathways.
- Use protocols and Patient Group Directions for dispensing of emergency contraception.

#### Long term conditions

After appropriate training:

Provide a nurse-run asthma/diabetes/COPD service to patients to include screening, diagnosis, ongoing management and referral to other agencies in line with NICE guidance and Quality and Outcome Framework indicators.

#### Quality assurance/service support

- Participate in quality improvement and innovations e.g. audit, significant event analysis and development of protocols and new services.
- Recognise opportunities to reduce inequalities and unwarranted variation in health care for the practice population as outlined in nursing framework *Leading Change, Adding Value* (May 2016)
- Liaise with practice manager and clinical system provider to improve standard of nursing documentation and information retrieval e.g. new read codes and formulation of templates.
- Coordinate in-house meetings to develop the nursing service and where appropriate wider practice systems.
- Develop effective systems for ongoing supervision of all health care staff, including mentorship for preceptor programmes and contributing to revalidation needs of nurse colleagues.
- Liaise with external agencies and commissioners to develop nursing service in local area.
- Analyse data and develop initiatives to improve uptake of national screening and immunisation programmes including coordinating new vaccination campaigns.
- Where relevant for the nursing team, ensure correspondence and safety alerts are actioned.
- Develop and present business cases to the practice partnership in response to changing demand.
- Advise on the cost-effective purchase of assets, equipment and other resources including staff costs.
- Access databases and other guidance and critically appraise information and relevance for nursing service.
- Coordinate in-house training for clinical team including expert speakers and developing other learning opportunities.

## **JOB DESCRIPTION**

### **Senior General Practice Nurse (Agenda for Change Band 6 or equivalent)**

#### **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 of NMC revalidation.
- Take responsibility for own development, learning and performance. Identify gaps in knowledge and skills and how further learning can enhance delivery of nursing service.

#### **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.