**Practice Nurse**

**Job Description**

Qualifications: Registered Nurse

Training: Tailored Induction programme within/out of the practice

Additional specific training at diploma (level two) to fulfil competency for role

Experience: The steering group recommends that nurses entering general practice should have at least six months to one year post registration experience

Accountability: Professionally: to patients under the NMC Code of Conduct

Managerially: to practice manager

Clinically: to GPs

Special: This role supports care given by other professionals.

Functions: This nurse can work alone following practice protocols

Main Responsibilities outlined for basic Practice Nurse duties,

**Clinical** Wound Management

Perform wound care using aseptic technique

Undertake uncomplicated dressings, including leg ulcers

Suture and clip removal

Assist with minor surgery

Screening

Undertake opportunistic screening – BP checks, height, weight, BMI, urinalysis, smoking status

Carry our New Patient checks

Undertake opportunistic venepuncture

Health Promotion

Recognise patients’ readiness to change in supporting their attempts to change unhealthy behaviour

Provide healthy eating advice to individuals or to groups, including the underweight

Provide smoking cessation advice individually in opportunistic consultations

Provide individual advice to patients about increasing activity or exercise

Offer advice on recommended safe limits for alcohol consumption

Develop and maintain the Health Promotion material within the practice and the waiting room notice board

Refer as appropriate

Vaccination and Immunisations

Administer injections under an individual prescription or Patient Group Direction

Ensure safe storage, rotation and disposal of vaccines and drugs

Ear Care

Undertake ear syringing after the patient has been assessed by GP

Advise patients about safe ear care

Infection Control

Support patients and colleagues in adopting sound infection control measures

Apply infection control measures within the practice according to local and national guidelines

This includes:

* Universal hygiene precautions
* The collection and handling of laboratory specimens
* Segregation and disposal of waste materials
* Decontamination of instruments and clinical equipment
* Reporting and treatment of sharps injuries
* Dealing with blood and body fluid spillages
* Educate colleagues in adopting sound infection control measures

Emergency Management

Is competent in anaphylaxis and resuscitation techniques

Child Health/Child Protection

Recognise the signs, symptoms and categories of child abuse.

Understand the importance of recognition observation, documentation and communication

Is aware of child health procedures, statutory local procedures and points of referral

Has knowledge of other practitioners and agencies roles

Understand basic legal issues around child abuse

Mental Health

Recognise and is aware of appropriate referral mechanism for family violence, vulnerable adults, substance abuse and addictive behaviours

Recognise psychological needs of patients presenting with depression or suicidal tendency.

**Care and Programme Management**

Men’s Health

Raise awareness and give basic advice on issues covering:

Testicular self examination

Incontinence and prostatic disease

Family Planning

Sexual Health

Make appropriate referrals

Cardiovascular Disease

Contribute to the implementation of the National Service Framework

Contribute to the maintenance of the practice CHD register

Advise patients on lifestyle management and drug compliance for reducing the risk factors of:

* Hypertension
* Angina
* Myocardial infarction
* Cerebrovascular accident

Clinical Practice Leadership

Assist in clinical audit and the setting and monitoring of standards of care

Teach and direct others in clinical setting, including unqualified staff

Act as an assessor/mentor and teacher to other staff

Work effectively in the team

Clinical Practice Development

Participation in evidence based practice

More advanced role depending on skills and qualifications

Complex Wound Management

Provide the diagnosis, management plan and treatment of leg ulcers using Doppler assessment

Vaccinations and Immunisations

Provide an adult and childhood immunisation service

Maintain a call and recall of patients

Develop practice Protocol

Develop and works to Patient Group Directions for POMs

Travel Health Advice

Offer a holistic approach to travel health including comprehensive advice for patients prior to travel including:

Vaccinations and medications

Malaria Prophylaxis and bite avoidance

Safe sex

Food hygiene

Sun protection

First aid and emergency medication

Health insurance

Triage Nursing – Minor Illness

Provides specific evidence based practice skills and knowledge in telephone and face to face triage in the following areas:

* Ophthalmological examination
* Soft tissue and ligament injuries
* Diabetes Mellitus
* Tissue Viability
* Asthma
* Ear Care
* Nose
* Pharynx/Larynx
* Minor Burns
* Fractures
* Paediatrics
* Dermatology
* Cardiovascular disease
* Gynaecology

Diabetes

Initiates the process of diagnosis on patients with suspected diabetes

Manages patients newly diagnosed with diabetes under protocols

Undertakes annual review of patients understanding and ability to self- manage

Provides the management of patients converting to or commencing insulin within protocols

Refers to dietician, chiropodist and diabetes and specialist nurses

Maintains a disease register

Audits outcomes of care against standards and initiate changes as necessary

Respiratory Care

This requires accredited training

Manages newly diagnosed patients with asthma and COPD

Maintains a disease register

Work within agreed local/BTS guidelines and patient group directions to manage patients with asthma, aiding diagnosis, reviewing inhaler technique and advising on treatment changes

Male Health

Initiates opportunistic consultations with patients to cover issues of men’s health

Makes appropriate referral

Family Planning and Women’s Health

Provides a comprehensive family planning service and sexual health service to patients as Described by the ENB U71 – Developing Skills in Contraception and Reproductive Sexual Health Care

Cardiovascular Disease

Develop and maintain practice register for secondary prevention of CHD

Works with patients to set action plans for changes of lifestyle

Works within agreed protocols when managing risk factors to enable patients to manage their own disease

Provides psychological support by discussing interventions and treatments

Clinical Practice Leadership

Monitor and maintain the consistency of professional standards set

Take appropriate action if standards are not being met.

Recognises the development needs of others and take appropriate action

Lead a team towards common objectives

Advise and support other members of the team

Match tasks and workload to capabilities of team members

Clinical Practice Development

Be aware of current evidence based approaches to patient care and demonstrate this in practice

Demonstrate clinical expertise in practice

Ensures clinic supervision is in place for nursing staff.