Job Description for the post of:

Clinical Nurse Manager II / Clinical Nurse Specialist – Palliative Care

Permanent Part Time – 25.5 hours per week

This document sets out the manner in which applications are accepted for the above post in addition to setting out the prescribed Particulars and Qualifications of the post, the Job Description and other relevant information.

Application Process:

4 copies of an up-to-date Curriculum Vitae (unbound) and 4 copies of a Cover Letter should be submitted to:

The Human Resources Manager
South Infirmary-Victoria University Hospital
Old Blackrock Road
Cork

The latest date for receipt of applications is:

1.00pm, Friday, 27th September 2019

Please note successful candidates will be required to submit documentary evidence of all qualifications referred to on application when requested to do so post interview.

The South Infirmary -Victoria University Hospital is an equal opportunities employer
The South Infirmary-Victoria University Hospital

We at the South Infirmary-Victoria Hospital are committed to providing the highest quality service to all our patients in a friendly, safe and caring environment. We endeavour to provide an effective, efficient service in a timely manner with equal access for all our patients. We aim to provide individual patient centered care to each patient and their families and promote patient participation in their care. We encourage good interpersonal relationships. We promote staff and service development through education, motivation and encouragement. We are committed to providing an effective learning environment for future health service staff.

We are a 192 bed Voluntary Teaching Hospital affiliated to University College Cork and catering for approximately 38,500 discharges and 72,500 outpatients each year. We are part of the South/South West Hospital Group.

The Hospital is the Regional Centre for E.N.T. and Dermatology Services. The Hospital also plays a very prominent role in Endocrinology and Rheumatology services in the region. Services are continually developing and expanding at the Hospital.

The following medical disciplines are specialties in the Hospital:

- Anaesthesiology
- Combined Clinic in E.N.T. and Radiotherapy held at regular intervals
- Dermatology
- E.N.T. including an extensive Head & Neck service
- Endocrinology
- General Surgery
- Gynaecology
- Medical Palliative Care
- Ophthalmology
- Oral & Maxillofacial Surgery
- Orthopaedic Surgery
- Paediatrics - Consultation Service
- Pain Medicine
- Plastic Surgery
- Radiology
- Rheumatology

The SIVUH is primarily an elective hospital with a particular concentration on day surgery, short length of stay and day of surgery admission. There are 9 theatres in total in the complex; 4 General Theatres, 2 Orthopaedic Theatres, 1 Day Surgery, 1 Theatre in the Victoria Wing, and 1 Ophthalmology Theatre. In addition there is an Endoscopy Suite, Pain Management Procedure Rooms and a Minor Procedures Room.

The SIVUH has an extensive Day Surgery service including a Peri-operative Assessment Clinic which is supported by SIVUH Consultant Anaesthetist staff. In addition there is a Pre-admission Assessment Unit.
Background

To provide Specialist Palliative Care to patients and families of the South Infirmary Victoria University Hospital (SIVUH).

Palliative Care is an approach that improves the quality of life of patients and their families facing the problems associated with life-threatening illness, through the prevention and relief of suffering by means of early identification and impeccable assessment and treatment of pain and other problems, physical, psychosocial and spiritual. We care for patients with malignant and non-malignant diseases.

Mission Statement

We, in Palliative Care aim to provide the highest standard of care at a physical, emotional, psychological, spiritual, and social level which respects the needs and wishes of each person.
We advise on symptom control and offer ongoing support for patients, family and friends.
We offer hope and affirm life with an emphasis on enhancing the quality of life through teamwork involving ourselves, patients, families and our colleagues. We strive for excellence in all aspects of our work beyond accepted standards.

Informal enquiries
Can be directed to the relevant Head of Department / Line Manager

Our website is accessible on
www.sivuh.ie
Details of the Post

**Title:**
The title and grade of the post is Clinical Nurse Manager II / Clinical Nurse Specialist – Palliative Care.

**Grade Code:**
2632

**Responsible To:**
The post holder will be responsible to the Director of Nursing.

**Reporting Relationship:**
The post holder’s reporting relationship is to the Assistant Director of Nursing.

**Working Relationships:**
The post holder will liaise with all Nursing, Medical, Health & Social Care Professional Staff, Heads of Departments/Ward Managers, Clerical/Administrative staff and other hospitals/services as required.

**Qualifications:**

Candidates must have at the latest date of application: -

I. Be a registered nurse on the active Register of Nurses and Midwives held by An Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be eligible to be so registered

II. Be registered in General Division of the register of Nurses and Midwives in which the application is being made

III. In exceptional circumstances, which will be assessed on a case by case basis be registered in another Division of the register of Nurses and Midwives

IV. Have successfully completed a post registration programme of study, as certified by the education provider, which verifies that the applicant has achieved a Quality and Qualifications Ireland (QQI), National Framework of Qualifications (NFQ) major academic Level 8 Award or higher relevant to the specialist area of Palliative Care prior to application

V. Can provide written evidence from higher education institute that they have achieved the number of ECTS credits equivalent to a Level 8 Award or higher standard, relevant to the specialist area of Palliative Care prior to application

VI. Have a minimum of 5 years post registration full time experience or an aggregate of 5 years full time in the general division of the register in which the application is being made

VII. Have a minimum of 2 years’ full time experience or an aggregate of 2 years full time experience in specialist area of Palliative Care

VIII. Demonstrate evidence of continuing professional development
Note: Nurse/Midwife Medicinal Product Prescribing and Prescribing of Medical Ionising Radiation are not strictly essential, but desirable if relevant to the role and should be considered at this level of nursing/midwifery.

Note: It is the policy of the SIVUH to require nurses and midwives to certify registration with NMBI annually, by way of the Patient Safety Assurance Certificate (PSAC)

Desirable:

(i) Possess I.T. Skills/Experience/Course.
(ii) Have a Management course
(iii) Management experience

Note: If being processed for appointment, original documentation will be sought for:
   (i) All qualification requirements for the post.
   (ii) Any additional qualification(s) that you may be awarded marks for at interview.

In the event that a number of years experience is required for a post, you will be requested to:
   (i) Provide documentary evidence that you possess same.

Character
A candidate for and any person holding the office must be of good character.

Health
A candidate for and any person holding the post must be fully competent and capable of undertaking the duties attached to the post and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service. For the purpose of satisfying the requirements as to health, the successful candidate, before being appointed, shall undergo a pre placement health assessment. The Medical Examination will be provided by the Hospital.

OVERALL PURPOSE OF THE POST

The purpose of the Clinical Nurse Manager II / Clinical Nurse Specialist Palliative Care post is to:


The Clinical Nurse Manager II/Clinical Nurse Specialist Palliative Care will enable the 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 Clinical Nurse Specialist Palliative Care is a key member of the disciplinary Team providing Specialist Palliative Care to malignant and non-malignant conditions.
**Caseload**

All referrals are triaged on clinical need, the Clinical Nurse Manager II/Clinical Nurse Specialist Palliative Care caseload will focus initially on the following patient groups;

- Patients with a life-limiting condition
- Patients with current or anticipated complexities relating to symptom control, end of life care planning or other physical, psychosocial or spiritual care needs that cannot reasonably be met by the current care provider(s).

**Role/Responsibilities:**

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:

- Clinical Focus
- Patient/Client Advocate
- Education and Training
- Audit and Research
- Consultant

**Clinical Focus:**

Clinical Nurse Manager II/Clinical Nurse Specialist Palliative Care will have a strong patient focus whereby the specialty defines itself as nursing/midwifery and subscribes to the overall purpose, functions and ethical standards of nursing/midwifery. The clinical practice role may be divided into direct and indirect care. Direct care comprises the assessment, planning, delivery and evaluation of care to the patient, family and/or carer. Indirect care relates to activities that influence and support the provision of direct care.

**Direct Care:**

- Provide a specialist nursing service for patients requiring Palliative care requirements support and treatment through the continuum of their care
- Undertake comprehensive palliative care needs assessment to include physical, psychological, social and spiritual elements of care using best evidence based practice in palliative care
- Use the outcomes of patient assessment to develop and implement plans of care/case management in conjunction with the multi-disciplinary team (MDT) and the patient, family and/or carer as appropriate.
- Monitor and evaluate the patient’s response to treatment and amend the plan of care accordingly in conjunction with the MDT and patient, family and/or carer as appropriate.
- Make alterations in the management of patient’s condition in collaboration with the MDT and the patient in line with agreed pathways and policies, procedures, protocols and guidelines (PPPG’s).
- Accept appropriate referrals from MDT colleagues
- Co-ordinate investigations, treatment therapies and patient follow-up
- Communicate with patients, family and /or carer as appropriate, to assess patient’s needs and provide relevant support, information, education, advice and counselling as required
- Where appropriate work collaboratively with MDT colleagues across Primary and Secondary Care to provide a seamless service delivery to the patient, family and/or carer as appropriate
• Participate in medication reconciliation taking cognisance of poly-pharmacy and support medical and pharmacy staff with medication reviews and medication management
• Identify and promote specific symptom management strategies as well as the identification of triggers which may cause exacerbation of symptoms. Provide patients with appropriate self-management strategies and escalation pathways.
• Manage nurse led palliative care case discussions with MDT input
• Identify health promotion priorities for the patient, family and/or carer and support patient self-care in line with best evidence. This will include the provision of educational and health promotion material which is comprehensive, easy to understand and meets patients needs

Indirect Care:

• 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/Client Advocate:

• Communicate, negotiate and represent patient’s family and/or carer values and decisions in relation to their condition in collaboration with MDT colleagues in both Primary and Secondary Care as appropriate
• Develop and support the concept of advocacy, particularly in relation to patient participation in decision making, thereby enabling informed choice of treatment options
• Respect and maintain the privacy, dignity and confidentiality of the patient, family and/or carer
• Establish, maintain and improve procedures for collaboration and cooperation between Acute Services, Primary Care and Voluntary Organisations as appropriate
• Proactively challenge any interaction which fails to deliver a quality service to patients

Education & Training:

• Maintain clinical competence in patient management within palliative care nursing, keeping up-to-date with relevant research to ensure the implementation of evidence based practice.
• Provide the patient, family and/or carer with appropriate information and other supportive interventions to increase their knowledge, skill and confidence in managing their palliative care needs.
• Contribute to the design, development and implementation of education programmes and resources for the patient, family and/or carer in relation to palliative care
• Provide mentorship and preceptorship for nursing colleagues as appropriate.
• Participate in training programmes for nursing/midwifery, MDT colleagues and key stakeholders as appropriate
• Create exchange of learning opportunities within the MDT in relation to evidence based palliative care delivery through journal clubs, conferences etc.
• Develop and maintain links with Regional Centres for Nursing & Midwifery Education (RCNMEs), the Nursing and Midwifery Planning and Development Units (NMPDUs) and relevant third level Higher Education Institutes (HEIs) in the design, development and delivery of educational programmes in palliative care.
• Be responsible for addressing own continuing professional development needs

Audit & Research:

Audit expected outcomes including:

• Collate data (insert agreed KPIs/clinical targets aligned to National Clinical Programme Palliative Care) which will provide evidence of the effectiveness of Clinical Nurse Manager2/ Clinical Nurse Specialist (Palliative Care) interventions undertaken 3 or 4 - Refer to the National Council for the Professional Development of Nursing and Midwifery final report - Evaluation of Clinical Nurse and Midwife Specialist and Advanced Nurse and Midwife Practitioner roles in Ireland (SCAPE Report, 2010) and refer to the National KPIs associated with the speciality. They should have a clinical nursing/midwifery focus as well as a breakdown of activity - patients seen and treated.
• Evaluate audit results and research findings to identify areas for quality improvement in collaboration with nursing/midwifery management and MDT colleagues (Primary and Secondary Care).

Consultant:

• Provide leadership in clinical practice and act as a resource and role model for palliative care practice.
• Generate and contribute to the development of clinical standards and guidelines and support implementation
• Use specialist knowledge to support and enhance generalist nursing/midwifery practice
• Develop collaborative working relationships with local palliative care CNM2/ Clinical Nurse Specialist’s/Registered Advanced Nurse/Midwife Practitioner/MDT colleagues as appropriate, developing person centred care pathways to promote the integrated model of care delivery.
• With the support of the Director of Public Health Nursing, attend integrated care planning meetings as required
• Where appropriate develop and maintain relationships with specialist services in voluntary organisations which support patients in the community.
• Liaise with other health service providers in the development and on-going delivery of the National Clinical Programme Palliative Care.
• Network with other CNM2/Clinical Nurse Specialist’s in palliative care and in related professional associations.
Health and Safety:

These duties must be performed in accordance with local organisational and the HSE health and safety policies. In carrying out these duties the employee must ensure that effective safety procedures are in place to comply with the Health, Safety and Welfare at Work Act (2005). Staff must carry out their duties in a safe and responsible manner in line with the local policy documents and as set out in the local safety statement, which must be read and understood.

Quality, Risk and Safety Responsibilities:

It is the responsibility of all staff to:

- Participate and cooperate with legislative and regulatory requirements with regard to quality, risk and safety, and NCCP requirements,
- 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, HIQA standards 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
- Contribute to the development of PPPGs and safe professional practice and adhere to relevant legislation, regulations and standards
- Comply with SIVUH Complaints Policy
- Ensure completion of incident/near miss forms and 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 CNM2/CNSp in Palliative Care Nursing
- It is the responsibility of all staff to ensure compliance with local organisational hygiene standards, guidelines and practices.
- There is a responsibility on all staff to adhere to all hospital guidelines, policies & procedures and best practise. This includes Infection Control guidelines, Waste Management, and Environmental Management etc.
- There is a responsibility on all staff to participate in internal and external audit and review as appropriate.
- To work in a manner with due care and attention to safety of self, patients, staff and other persons in the workplace with reference to the Health, Safety at Work Act 2005.
- To report immediately to Line Managers/nominated persons, any accidents or incidents involving patients, staff and/or members of the public in line with hospital policy
- To comply and be familiar with all hospital policies and procedures and in particular those relating to Safety, Health and Welfare, Infection Control, Hygiene, Risk Management and Decontamination.
- The post holder is accountable, responsible and has authority for delivering a quality service and ensuring patient safety. The post holder will work within a Risk Management Framework to achieve the HIQA Safer, Better Healthcare Standards and other quality standards as appropriate.
- To attend and participate in such meetings and events as may be required from time to time.
- Any other duties as may be assigned from time to time by the Director of Nursing, Assistant Director of Nursing, Chief Executive or other designated Officer.
Management/Administration:

- Provide an efficient, effective and high quality service, respecting the needs of each patient, family and/or carer
- Effectively manage time and caseload in order to meet changing and developing service needs
- Continually monitor the service to ensure it reflects current needs
- Implement and manage identified changes
- Ensure that confidentiality in relation to patient records is maintained
- Represent the specialist service at local, national and international as required
- Maintain accurate and contemporaneous records and data on all matters pertaining to the planning, management, delivery and evaluation of care and ensure that this service is in line with HSE requirements.
- Contribute to the service planning process as appropriate and as directed by the DoN.
- To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

Competencies:

Professional Knowledge:

Practice in accordance with relevant legislation and with regard to The Scope of Nursing & Midwifery Practice Framework (Nursing and Midwifery Board of Ireland, 2015) and the Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives (Nursing and Midwifery Board of Ireland, 2014)

- Maintain a high standard of professional behaviour and be professionally accountable for actions/omissions. Take measures to develop and maintain the competences required for professional practice
- Adhere to the Nursing & Midwifery values of Care, Compassion and Commitment (DoH, 2016)
- Adhere to national, regional and local SIVUH PPPGs
- Adhere to relevant legislation and regulation
- Adhere to appropriate lines of authority within the nurse management structure.

Demonstrate:

- An in-depth knowledge of the role of the CNM2/CNSp Palliative Care Nursing
- In-depth knowledge of the pathophysiology of Palliative Care Nursing
- The ability to undertake a comprehensive assessment of the patient with Cancer, including taking an accurate history of their Cancer condition and presenting problem
- The ability to employ appropriate diagnostic interventions to support clinical decision making and the patients’ self-management planning
- The ability to formulate a plan of care based on findings and evidence based standards of care and practice guidelines
- The ability to follow up and evaluate a plan of care
- Knowledge of health promotion principles/coaching/self management strategies that will enable people to take greater control over decisions and actions that affect their health and wellbeing
- An understanding of the principles of clinical governance and risk management as they apply directly to the CNM2/CNSp. role and the wider health service
• Evidence of teaching in the clinical area
• A working knowledge of audit and research processes
• Evidence of computer skills including use of Microsoft Word, Excel, E-mail, PowerPoint

**Communication and Interpersonal Skills:**

**Demonstrate:**
- Effective communication skills
- Ability to build and maintain relationships particularly in the context of MDT working
- Ability to present information in a clear and concise manner
- Ability to manage groups through the learning process
- Ability to provide constructive feedback to encourage future learning
- Effective presentation skills.

**Organisation and Management Skills:**

**Demonstrate:**
- Evidence of effective organisational skills including awareness of appropriate resource management
- Ability to attain designated targets, manage deadlines and multiple tasks
- Ability to be self directed, work on own initiative
- A willingness to be flexible in response to changing local/organisational requirements

**Building & Maintaining Relationships including Team and Leadership skills:**

**Demonstrate:**
- Leadership, change management and team management skills including the ability to work with MDT colleagues.

**Commitment to providing a quality service:**

**Demonstrate:**
- Awareness and respect for the patient’s views in relation to their care
- Evidence of providing quality improvement programmes
- Evidence of conducting audit
- Evidence of motivation by ongoing professional development.

**Analysing and Decision making:**

**Demonstrate:**
- Effective analytical, problem solving and decision making skills

*Note:*
The rate and pace of change in the health service is such that the post holder will be required to update their knowledge and skills to fit the changing requirements of the service. Therefore this job description is an outline of the current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. It will be reviewed and updated in line with future needs as required. The post holder will be required to be flexible in this position and must be prepared to undertake any other duties as may be assigned by the Head of Department/Line Manager dependent on service needs. Such duties can be outside the area of one’s normal work and may be for other associated Departments as the Hospital may require.
Particulars of the post

1. **Remuneration**
   Salary Scale: €49,914 - €59,010 per annum.
   Salary payment frequency will be monthly.

   Incremental credit may be granted in respect of recognised experience. Recognisable experience refers to “previous service in a similar grade in the Civil Service, Local Authority Service, Health Service and other public service bodies or agencies, in Ireland or abroad”.

   New employees wishing to claim incremental credit for previous employment/s must submit details (documentary evidence) within the first year of their employment to the Wages & Salaries Department, SI-VUH, otherwise the Hospital will not be liable for retrospective payments. New employees experiencing difficulty with a previous employer in obtaining any letters/documentation in this regard should notify the Wages & Salaries Department as soon as possible within the first year of employment.

2. The post is permanent, part-time and pensionable.

3. **Annual Leave**
   Annual leave and public holidays are granted in accordance with the provisions of the Organisation of Working Time Act, 1997 and in conjunction with Hospital policy and in compliance with national circulars governing leave. Public holidays are dealt with in accordance with the provisions of the Organisation of Working Time Act, 1997 as reflected in the Annual Leave and Public Holiday policy.

   - 0-5 years service: 25 days per annum
   - 5-10 years service: 26 days per annum
   - more than 10 years service: 28 days per annum (pro-rata)

4. **Working Hours**
   25.5 hours per week. Flexibility in consideration of service needs is required. You will be required to work the agreed roster/on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8 am to 8 pm over seven days to meet the requirements for extended day services as may be introduced by the hospital.

5. **Superannuation**
   There are various Superannuation Schemes in operation. You will be a member of the scheme relevant to you based on your entry date to the public service and previous service if any. You will be issued with the relevant superannuation information directly from the Superannuation Section, Wages & Salaries Department in due course.

6. **Probation**
   The appointment shall be made subject to the conditions that: the person appointed shall hold the appointment for a probationary period of 9 months which the South Infirmary–Victoria University Hospital may, in exceptional circumstances, extend by a maximum of 6 weeks. The specific reasons for the extension shall be made known in writing to the person appointed. Performance and conduct of the person appointed will be monitored on an on-going basis within the probationary period, with written reviews every 3 months, to determine suitability for continued employment. Termination of the appointment within or at the end of the probationary period will be at the sole discretion of the South Infirmary-Victoria University Hospital. At the end of a satisfactory probationary period, the South
Infirmary-Victoria University Hospital shall certify that the service has been satisfactory and confirm the appointment on a permanent basis. All new employees must complete satisfactory probation/performance monitoring period maximum 9 months prior to being eligible for any benefits under the hospital’s sick pay scheme.

7. **Notice**
   When resigning, the post holder is required to give four week’s notice in writing prior to resigning the post, or in default, to forfeit one month’s amount of salary, to be deducted as liquidated damages from any remuneration due at the time of such resignation.

8. **Healthcare Insurance**
   VHI / LAYA Healthcare Insurance details are available on the Intranet Human Resources page / HR General. Salary deduction for healthcare insurance can be facilitated for long term temporary (12 months or longer) or permanent employees only.

9. **Confidentiality**
   In the course of his/her employment, the person appointed may have access to, or hear information concerning the medical or personal affairs of patients and/or staff, or other health service business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition, records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody / destroyed in accordance with policy, when no longer required.

10. **Safety, Health and Welfare at Work**
    The South Infirmary-Victoria University Hospital is committed to ensuring the safety, health and welfare of all employees. In line with the Safety, Health and Welfare at Work Act, 2005, a Safety Statement is provided by the Hospital and all staff must comply with Hospital safety regulations. The post holder has personal responsibility for Health and Safety in the workplace.

11. **Hospital Policies & Procedures (PPPGs)**
    Details of the Hospital’s policies and procedures, including the Grievance and Disciplinary Procedure will be issued to the post holder upon commencement of employment. All hospital policies and procedures are available on the intranet (hard copy can be accessed via the hospital library) and employees are obliged to read and familiarise themselves and adhere to same at all times. All new employees must complete satisfactory probation/performance monitoring period maximum 9 months prior to being eligible for any benefits under the hospital’s sick pay scheme.

12. **Personal and Hospital Property**
    Management does not accept responsibility for property lost, stolen or damaged on hospital premises, whether by fire, theft or otherwise. The right to search your person and/or property (including your motor vehicle) while on or departing from the premises is reserved by Management. Where you are found to be in unauthorised possession of articles which are the property of the hospital, the property of an employee, a patient, a visitor, a contractor or a client of the hospital, you may be liable to sanction up to and including dismissal and may also be prosecuted. A witness, i.e. union representative/colleague (whoever is available) may be present during any such search. Please note CCTV is in operation throughout the hospital.
13. **Garda Vetting**

Garda Vetting is sought for all South Infirmary-Victoria University Hospital employees, who may have significant interaction with children and/or vulnerable adults in the course of their duties, either while in the Hospital or in the community. This is done for the protection of these vulnerable groups. Garda Vetting will be sought for the successful candidate(s). Candidates must comply fully with this process. Failure to comply with this process or to provide false or misleading information will result in exclusion from the recruitment process.

*This document sets out the prescribed Particulars and Qualifications of the post, the Job Description and other relevant information and is subject to review and amendment as required.*

*Job Description - CNS – Palliative Care – September 2019*
## Qualifications and Training

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<th>Essential</th>
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<td>♦ Be a Registered General Nurse</td>
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<td>♦ Post Graduate Diploma in Palliative Care Nursing</td>
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<td>♦ Evidence of ongoing professional development.</td>
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<td>♦ Management course</td>
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## Experience

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<th>Essential</th>
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<tr>
<td>♦ 5 years post graduate experience including a minimum of two years in a specialist clinical practice in Palliative Care nursing.</td>
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<td>♦ Knowledge and experience of research based practice</td>
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<td>♦ Involvement in quality / audit</td>
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<td>♦ Resource Management</td>
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<td>♦ Management experience</td>
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## Knowledge

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<tr>
<td>♦ In-dept knowledge of Palliative Care</td>
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<td>♦ Ability to work with and motivate teams</td>
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<td>♦ Excellent written and verbal skills</td>
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<td>♦ Experience/Awareness of Risk Management</td>
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<td>♦ Awareness of Risk Management issues</td>
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<td>♦ Awareness of New developments in Palliative Care.</td>
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## Aptitudes & Skills

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<th>Essential</th>
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<td>♦ Displays leadership skills</td>
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<td>♦ Ability to work on own initiative</td>
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<td>♦ Has managed change</td>
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<td>♦ Training and Motivating of Staff</td>
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<td>♦ Planning and Organisation Skills</td>
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<td>♦ Leading a clinical practice and quality service</td>
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<td>♦ Excellent written and verbal skills</td>
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<td>♦ IT skills/Experience/Course</td>
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<td>♦ Awareness of issues involved in change management</td>
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<td>♦ Professional skills</td>
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<td>♦ Planning and organisation skills</td>
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<td>♦ Experience of leading a Clinical Practice / Quality Service</td>
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## Personal Qualities

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<td>♦ Excellent communication skills</td>
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<td>♦ Approachable</td>
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<td>♦ Flexibility to respond to service needs and demands</td>
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<td>♦ Enthusiasm for role</td>
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