

Job Description

Job Title:	Health Adviser for Integrated Sexual Health
Band:	Band 6
Directorate:	Women and Children and Sexual Health
Hours:	37.5 per week (post holder will be required to work flexibly including evenings and weekends)
Reports to:	West Kent Integrated Sexual Health: Matron
Accountable to:	Matron – WKISH

Job Summary

- To deliver specialist care management, within an integrated sexual health model, by providing psycho-social support and health promotion/education to the service users alongside aspects of clinical management.
- To develop partner notification/ contact tracing processes, applying public health principles, to reduce transmission of STIs/HIV and to improve the sexual health of the community.
- Educate and train the public and professionals in sexual health issues.
- To give telephone advice and support to the public and professionals.
- To work within a clinical governance and performance management framework.
- To contribute to service modernisation and development.

Main Duties and Responsibilities

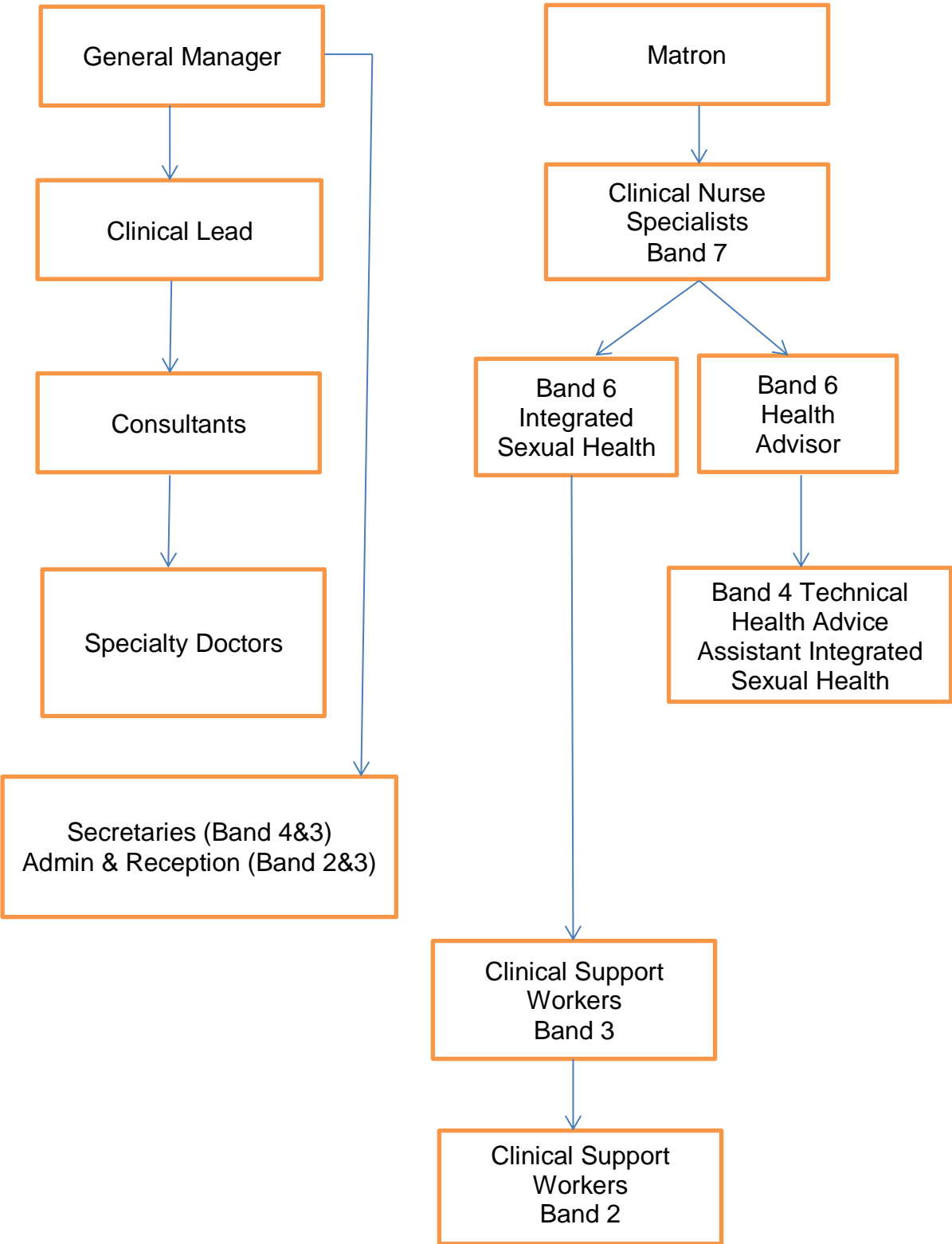
- Implement and develop partner notification services for STIs/HIV Kent-wide supporting those involved.
- Management and development of care pathways for STIs/HIV Kent-wide linking in with primary and secondary and community care.
- This post involves co-ordinated wider public health responsibilities for the containment and reduction of infection.
- To contribute to the referral and co-ordination of blood borne - viruses care management (Hepatitis A,B,C and HIV).
- To give highly sensitive care management and ongoing support to those diagnosed with HIV/STIs.
- To provide highly specialised advice for vulnerable groups of service users which include asylum seekers, people with learning disabilities, young people under 16 years, victims of sexual assault / rape, LGBT individuals, those with drug and alcohol issues and others who may be vulnerable or socially excluded.
- To provide expert advice on sexual health to primary and secondary care staff, statutory and voluntary sector and also members of the public.

- To provide a deeper level of emotional/psychological support than provided in clinical appointments in a variety of setting e.g. clinic, hospital in-patients and community
- Ensuring clinical effectiveness and efficiency incorporating audit, clinical governance and risk management to contribute to policies and protocols based on clinical evidence and best practice. Using change management skills to ensure all staff are working as a team within agreed policy and procedures.
- To regularly work autonomously at registered practitioner level which includes total patient management assessment, diagnosis and treatment working within PGDs and referring to other professional.
- To organise and deliver structured education sessions for staff as required eg pharmacists.
- An ability to prioritise workload ensuring untreated infections and their consequences are minimised and balanced with the pressure on the service.
- Develop and maintain professional networks regional and at national level.
- To have a strong commitment to health promotion and prevention issues.
- To contribute to the Public Health Plans and targets to reduce sexually transmitted infection, increase HIV testing and improve the sexual health of the community.
- To contribute to audit and reports and disseminate information.
- Work within legal and professional framework, organisational policy and protocol.
- Develop and manage a team to co-ordinate positive results management and partner notification Kent-wide.

Dimensions

This specialty trained post holder will be confident and skilled to provide patient management for partner notification and emotional support for integrated sexual health clients, either within a hub or spoke site, working alongside colleagues, or working in an outreach situation as the only practitioner. There is a requirement that there will be good time management of consultations and of clinic sessions. There will be good understanding of boundaries and limitations, referring appropriately to medical or band 7 staff when dealing with more unusual complexity. The practitioner will be equipped to manage the majority of service users.

Organisational Chart



Communication and Relationships

- Well-developed interpersonal skills are essential to provide a deeper level of psychological intervention and support in highly sensitive aspects. Communicating with patients and members of the public with STI/HIV, or at risk of exposure, who may need screening; this is recognised to be contentious and the practitioner needs to be aware of the potential threat to personal security.
- An expectation of maintaining a high level of confidentiality.
- Providing a non-judgmental, sensitive approach at all times, with a solid understanding of equality and diversity issues.
- Detailed communication with the local and national agencies within the constraints of confidentiality, other health advising services, GPs, hospital consultants, midwives and community pharmacists.
- Providing an advice line for members of the public including the use of mobile phone and text.
- Contribute to Options service, utilising the pathway and counselling skills
- Written communication from Nurse forum to update all staff of developments and encourage feedback to maintain two way communications.
- Active contribution to supervision, individual and peer-group and to appraisal process.
- To have a very contemporary understanding of latest evidence that underpins sexual health clinical management and health promotion/ public health issues that are pertinent to this speciality, to enable the post holder to be an expert for others to draw upon.
- Must be able to demonstrate the English language proficiency level required for this post.

Knowledge, Skills, Training and Experience

This post requires a Registered Nurse level, with diploma/first degree as well as:

- Proven consolidation of registered nurse qualification with healthcare management experience.
- Teaching and supervision experience/mentor qualification.
- Experience of sexual health nursing or another pertinent specialty
- Evidence of post registration education
- STIF Modules/ Integrated sexual health Modules/pathway of sexual health
- Significant community or other public health experience following registration
- Knowledge of current NHS issues and Public health policy related to sexual health and the public health outcomes framework.
- Understanding of governance issues, clinical and information.
- IT competent.
- Can demonstrate a high level of interpersonal skills.
- Can demonstrate evidence of providing leadership, understands importance of leadership qualities and motivated to develop.
- Confident in presentation skills.
- High level of organisational skills, an ability to prioritise.
- Team worker.
- Assertive and Confident to challenge.

- Forward planner/effective.
- High level of self-awareness and reflection.
- An interest in developing psychological care management of service users.
- Dynamic and committed to driving high quality services.
- Enthusiastic.
- Accountable.
- Confident to probe very sensitive issues with service users.
- Highly Confidential with a professional approach.
- Sensitive to the needs of others, empower and equipper of others.
- A health promoter.

Analytical skills

Good assessment and evaluation skills for patient management, partner notification, clinic management, teaching and audit.

Planning and organisational skills

Good organisational skills are required, with an ability to manage allocated time for consultations, clinic sessions and administration time. An ability to give oversight and support to nursing assistants to be effective and efficient during clinical sessions.

Physical skills

- Long periods of concentration.
- Good back health and posture required for computer work.
- IT skills and word processing, an ability to gain specific computer program skills.
- Dexterity skills e.g. venepuncture, I.M. injections.
- Driving requirements of the post, to work within a community setting.

Patient/client care

- To ensure user friendly and accessible service is provided that is totally client centred.
- Ensure service users are managed sensitively and guaranteed confidentiality.
- Ensure boundaries are maintained, referring to colleagues appropriately.
- Service Users receive optimum effective management in a safe environment.
- Working within organisational policy / protocol and guidance and national and local standards.
- Ensure latest evidence is worked within, remaining up to date and professionally competent
- Reporting directly any safeguarding issues for young people or vulnerable adults following agreed pathway.
- Raise awareness to H.O.S if optimum care is not being provided at any time.
- Identifying any risk management issues to the H.O.S.
- Maintaining a high standard of record keeping/documentation using the Lillie patient information system.
- Ensure IT skills are sufficient for patient management and latest changes to patient information system are utilised.
- Timely reporting of any risk using Safeguarding system.
- Responding to any safe-guarding alert.
- To ensure partner notification systems and recalls are contemporary /up to date.

- To give psycho-social support and refer on if more in-depth psychological support required.
- To provide a skilled pregnancy decision making service, that it is of a high standard and non-judgemental.

Policy & Service Development

To work alongside the Sexual Health Team to plan and develop new initiatives to promote the sexual health and wellbeing of the public.

Financial & Physical Resources

- To work within the allocated resources.
- Ensuring supplies and stock levels are always adequate.

Human Resources

- To take responsibility for own health and safety as well as ensuring that of the work environment for colleagues and the public.
- To attend regular supervision and partake in appraisal.
- To identify any area for professional development.
- To work within all organisational policy and protocol.
- To provide supervision and appraisal for lower banded staff.

Information Resources

This post is required to work within best practice guidelines/PGDs, MTW policy and protocol and applying national standards for highest quality outcomes.

Research and Development

To give administration support to audit, evaluation and research projects.

Freedom to Act

This post requires you to work within the boundaries of your registration, training and competence, accountable to Band 7 senior specialist nurses. There is a good degree of autonomous decision making required, working within guidelines for Integrated Sexual Health WKISH.

Statement:

1. This job description is a broad reflection of the current duties. It is not necessarily exhaustive and changes will be made at the discretion of the manager in conjunction with the post holder.
2. Time scales for achievement and standards of performance relating to the duties and responsibilities identified in this job description will be agreed via the annual appraisal process with the post holder.
3. As an employee of Maidstone & Tunbridge Wells NHS Trust, the post holder will have access to confidential information. Under no circumstances should this be disclosed to an unauthorised person within or outside the Trust. The post holder must ensure compliance with the requirements of the Data Protection Act.
4. As an employee of the Trust, the post holder will be required to adhere to all Trust policies including Equal Opportunities where all employees are expected to accept individual responsibility for the practical implications of these policies.
5. The post holder is required to take reasonable care for the health and safety of themselves and others that may be affected by what they do while at work.
6. This post may require the post holder to travel across the Trust sites in the course of fulfilment of their duties.
7. The Maidstone & Tunbridge Wells NHS Trust has a no smoking policy
8. **Clinical Governance:** You will be expected to take part in the processes for monitoring and improving the quality of care provided to patients. This includes risk management and clinical audit. If you engage in clinical research you must follow Trust protocols and ensure that the research has had ethical approval. You will be expected to ensure that patients receive the information they need and are treated with dignity and respect for their privacy.
9. All staff should be aware of their responsibilities and role in relation to the Trust's Major Incident Plan.
10. **INFECTION CONTROL AND HAND HYGIENE:** All Trust employees are required to be familiar with, and comply with, Trust policies for infection control and hand hygiene in order to reduce the spread of healthcare-associated infections. For clinical staff with direct patient contact, this will include compliance with Trust clinical procedures and protocols, including uniform and dress code, the use of personal protective equipment policy, safe procedures for using aseptic techniques, and safe disposal of sharps. All staff are required to attend mandatory training in Infection Control and be compliant with all measures known to be effective in reducing healthcare-associated infections.
11. All staff are required to fully participate in learning and development opportunities and ensure they remain compliant with statutory and mandatory training requirements throughout their employment with the Trust
12. All staff are required to fully comply with the NHS Code of Conduct.
13. **SAFEGUARDING CHILDREN:** Everyone employed by the Trust regardless of the work they do has a statutory duty to safeguard and promote the welfare of children. When children and/or their carers use our services it is essential that all child protection concerns are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow the child protection procedures and the Trust's supplementary child protection guidance which is accessed electronically on the Trust's Intranet site. You have a responsibility to support appropriate investigations either internally or externally. To ensure you are equipped to carry out your duties effectively, you must also attend child protection training and updates at the competency level appropriate to the work you do and in accordance with the Trust's child protection training guidance.
14. **SAFEGUARDING ADULTS:** Everyone employed by the Trust regardless of the work they do has a duty to safeguard and promote the welfare of vulnerable adults. When patients and/or their carers use our services it is essential that all protection concerns are both recognised and acted on appropriately. You have a responsibility to ensure you are familiar with and follow Trust policies in relation to safeguarding vulnerable adults. You have a responsibility to support appropriate investigations either internally or externally. To ensure you are equipped to carry out your duties effectively, you must also attend vulnerable adult protection training and updates at the competency level appropriate to the work you do and in accordance with the Trust's vulnerable adult protection training guidance.
15. All staff are required to provide the highest levels of service in their work and to adopt the highest standards of behaviour as stated and implied in the Trust Values of PRIDE.

**Person Specification
Health Advisor**

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Registered Nurse level 1 • Diploma/first degree • Proven consolidation of registered nurse qualification with healthcare management experience. • Teaching and supervision experience/mentor qualification • Member of Sexual health advisors 	<ul style="list-style-type: none"> • Non-medical prescribing, (from nurse prescribing formulary) • CPT accreditation • Counselling accreditation to at least Certificate level
Experience and knowledge	<ul style="list-style-type: none"> • Experience of sexual health nursing • Evidence of post registration education • STIF/ Integrated sexual health Modules/pathway of sexual health • Significant community or other public health experience following registration • Knowledge of current NHS issues and Public health policy related to sexual health and the public health outcomes framework. • Understanding of governance issues, clinical and information 	<ul style="list-style-type: none"> • Experience of young people's services • Experience of implementing change management • A member of Society of Sexual Health Advisers
Skills and abilities	<ul style="list-style-type: none"> • IT competent • Can demonstrate a high level of interpersonal skills. • Can demonstrate evidence of providing leadership, understands importance of leadership qualities and motivated to develop. • Confident in presentation skills • High level of organisational skills, an ability to prioritise. • Team worker • Assertive and Confident to challenge • Forward planner / effective • High level of self-awareness and reflection 	

<p>Personal attributes</p>	<ul style="list-style-type: none"> • An interest in developing psychological care management of service users • Dynamic and committed to driving high quality services • Enthusiastic and flexible • Accountable and professional • Highly Confidential • Sensitive to the needs of others • Empower and equipper of others • Diplomatic and patient • A health promoter 	
<p>Other requirements</p>	<ul style="list-style-type: none"> • Ability to travel across site in a timely manner 	