



Hip Fracture Unit Job Planning

The REDUCE Study (REducing unwarranted variation in the Delivery of high qUality hip fraCture services in England and Wales) research programme identified a number of factors associated with patient outcomes post hip fracture. These research findings have directly informed the development of the following evidence-based job description essentials, which can be incorporated into individual hospital trust/board job description templates. Text will need to be deleted, added, and modified for use in individual trust/boards

Orthogeriatric Specialist Nurse/Trauma Nurse Practitioner job description essentials

- Work as part of the multi-disciplinary team, acting as a liaison between emergency department, orthopaedic, anaesthetic, ward, rehabilitation, and community staff
- Facilitate cross-divisional communication networks, acting as a focal point for communication and information sharing across multi-professional groups
- Ensure all trauma patients are fully prepared for theatre, including arranging necessary pre-operative investigations
- Prepare operating lists, in communication with orthopedic, anaesthetic and theatre staff
- Facilitate daily post-take ward rounds
- Physically assess all hip fracture patients
- Ensure effective patient evidenced based management plans are created and carried out in a timely manner, including supporting prompt mobilisation post hip fracture and monitor complications including delirium, malnutrition, infection
- Provide information and advice on prescribed and non-prescription medication, medication regimens, side effects, and interactions
- Support patient compliance with prescribed treatments
- Identify and meet the training needs of hip fracture staff
- Play a key role in managing the NHFD clinical audit data collection and submission for the hospital trust/board
- Attend monthly clinical governance meetings as a core MDT member
- Participate in discharge planning

Example layout of a Job Description for an Orthogeriatric Specialist Nurse/ Trauma Nurse Practitioner/Advanced Clinical Practitioner

Those elements highlighted in blue require modification for local use.

XXX Hospital NHS Trust/ Board

Job description

Job title:	Orthogeriatric Specialist Nursing/Trauma Nurse Practitioner (Hip Fracture Unit)
Band:	7 or 8
Department:	Trauma and Orthopaedics
Speciality / division:	Surgery
Responsible to:	Head of Nursing – Surgery

Section 1: Hospital Trust/board overview

Section 2: Summary of the post

- The postholder will support the nursing and medical staff to provide professional, clinical, managerial, and medical support, advice, and leadership, ensuring that a high level of patient care is maintained in line with professional and statutory guidelines.
- The postholder will be required to undertake advanced practice roles in line with patient needs and professional training.
- The postholder will, where appropriate, provide initial patient assessment, and – working at an advanced level – perform tasks that have previously been undertaken by medical and/or technical staff.
- The postholder will practise autonomously within a defined multi-disciplinary team and in accordance with local guidelines and protocols to ensure patient safety needs are met.
- The postholder will formulate clinical decisions and treatment plans within local and national guidelines/protocols to manage acute and chronic illness and respond to actual and potential health problems appropriately.
- The postholder will be grounded in nursing or an allied health profession whilst undertaking advanced practice procedures/ tasks and will provide holistic nursing care and therapeutic nursing interventions to ensure patient safety is maintained.
- The postholder must be able to clearly demonstrate well-developed knowledge and skills at an advanced level (Degree/Masters or equivalent) in a specialist area of practice or with a defined patient group through recognised accredited training programmes.

- The postholder will work according to their relevant professional guidelines, standards and codes of conduct, e.g. the Nursing and Midwifery Council, Health and Care Professionals Council Chartered Society of Physiotherapists, etc and carry continuing responsibility for the assessment of care and health education needs through:
 - The development, implementation, and evaluation of programmes of care
 - The provision of professional leadership through clinical expertise to junior staff
 - Continuing to develop clinical and management skills and experience
 - Review of nursing practice and implementation of appropriate changes based on research/best practice
 - Development and implementation of audit, quality, and risk management initiatives

Section 3: Main duties and clinical and educational responsibilities

- Undertake clinical skills and advanced practice roles in line with professional ability, training, relevant professional body and trust/board guidelines, to provide optimum clinical care to patients
- Provide the first point of contact for all ward staff within the agreed speciality, reacting to change in patient condition, demonstrating assessment skills, and initiating appropriate investigation in advance of referral to medical staff
- Work as part of the multi-disciplinary team, acting as a liaison between emergency department, orthopaedic, anaesthetic, ward, rehabilitation and community staff
- Facilitate cross-divisional communication networks, acting as a focal point for communication and information sharing across multi-professional groups
- Ensure all trauma patients are fully prepared for theatre, including necessary pre-op investigations
- Attend regular Clinical Governance meetings as a core member of the team
- Attend and assist with all types of emergencies on site, utilising advanced life support skills and experience when required
- Work with the Ward Nursing Team, Site Managers and Matrons as appropriate
- Support patient compliance with prescribed treatments
- Play major role in managing NHFD for the Trust/board
- Ensure effective patient management plans are created and carried out in a timely manner, including supporting prompt mobilisation post hip fracture
- Provide information and advice on prescribed or non-prescription medication, medication regimens, side effects, and interactions
- Refer patients to other members of the healthcare team/multi-disciplinary team, primary care or intermediate care as appropriate
- Provide clinical support to all staff and ensure patient safety. Identify and meet training needs of hip fracture staff
- Ensure clinical skills are maintained and updated to provide consistent and high-quality care
- Participate in the development of guidelines and protocols, recognising the need for any further role extension
- Arrange and interpret investigations, e.g. requesting X-rays and bloods as appropriate, and taking any necessary action based on the results
- Commence appropriate treatments and investigations following diagnosis and in line with agreed protocols

- Carry out the duties of an independent prescriber, complying with trust/board protocols
- Participate in teaching of staff, and liaise with the clinical leads, matrons, and ward managers regarding provision of CPD opportunities to colleagues
- Be aware of and use research to provide effective nursing care, and acknowledge its implications on practice

Section 4: Clinical Governance and Audit Responsibilities

- Demonstrate a sound understanding of clinical governance and clinical risk
- Attend monthly clinical governance meetings as a core MDT member
- Participate in and contribute to clinical audit in line with the requirements of departmental clinical governance
- Play a key role in managing the NHFD clinical audit data collection and submission for the hospital trust/board
- Routinely review the trust/board's NHFD audit data to monitor performance
- Strictly observe a personal duty of care in line with local and trust/board infection control policies when carrying out all interventions with patients
- Be aware of and comply with local risk management strategy, and ensure any incidents/ complaints are managed and reported according to trust/board policy
- Participate in the ongoing audit of the role.

Section 5: Professional Responsibilities

- Develop and maintain high standards of nursing care, ensuring safe practice, and working at all times within their relevant professional guidelines, standards and codes of conduct, e.g. the Nursing and Midwifery Council, Health and Care Professionals Council Chartered Society of Physiotherapists, etc
- Act in a supportive, informative, and sensitive manner towards patients, relatives, visitors and colleagues at all times
- Ensure information relating to patients, staff and all others is kept confidential
- Maintain professional and personal growth by acknowledging learning needs through Individual Performance Review (IPR), Personal Development Plan (PDP), and Clinical Supervision
- Maintain a personal development portfolio
- Be an integral part of the multi-professional team, participating in developments/guidelines and improvements towards patient care
- Be fully aware of all national and trust/board guidelines and work collaboratively with colleagues within these parameters.

Section 6: Managerial Responsibilities

- Attend and assist in all non-clinical emergencies including fire, untoward/adverse incidents, breaches of security and major incidents
- Be pro-active when dealing with potential complaints, resolving issues where possible before they become formal complaints. However, where necessary, refer on to appropriate persons in line with trust/board guidelines
- Be aware of clinical risk management and COSHH guidelines, and report any concerns to the appropriate person(s)
- Ensure effective use of available resources
- Represent the nurse practitioner team at appropriate meetings
- Maintain communication networks across the trust/board and raise the profile of the nurse practitioner services, promoting the skills of the nurse practitioner team to all staff within the hospital
- Promote and encourage innovative nursing practice to improve patient-centred care
- Liaise with other team members to ensure effective use of beds within the speciality
- Support the management of outlying patients, ensuring where possible that patients are placed in the appropriate speciality
- Communicate problems in bed management where appropriate and support the active and safe discharge of patients
- Use effective change management skills to initiate and implement service and practice developments.

Section 7: Leadership Responsibilities

- Participate in developing a shared vision of the service in collaboration with the multi-disciplinary team to ensure patient safety
- Generate solutions within own and others' practice to enhance care and treatment.
- Maintain appropriate channels and styles of communication to meet the needs of patients, relatives and carers, managers, peers, and other professions/agencies.
- Act as a role model demonstrating high standards of holistic care and providing clinical leadership in relevant clinical areas.
- Use effective prioritisation, problem solving and delegation skills to manage time effectively.
- Develop and maintain a peer network of support, information and learning with other nurse specialists at a local and national level.
- Manage and supervise a group of staff (clinical support workers and trainee nurse practitioners), being responsible for recruitment, absence management, performance, and appraisals.
- Identify and agree objectives for own professional development that reflect local and national service needs.
- Maintain and develop own knowledge and skills within the speciality through a planned approach to continuing professional development.
- Support colleagues in the development of knowledge and skills by acting as an assessor, teacher, and facilitator.
- Promote and maintain an effective learning environment ensuring appropriate facilitation and

supervision for students, doctors and nurses as required – both internal and external to the trust/board.

- Identify and plan resources required for own learning and development.
- Reflect on own practice through clinical supervision/mentorship and develop skills as a clinical supervisor/mentor to others.

Section 8: Advanced practice role

- The postholder must be satisfied that each aspect of practice is directed to meeting the needs and serving the interests of the patient and those important to them
- The postholder must endeavour always to achieve, maintain and develop knowledge, skills and competence to respond to those needs and interests
- The postholder must honestly acknowledge any limits of personal knowledge and skill and take steps to remedy any relevant deficiencies to meet the needs of patients
- The postholder must ensure that any enlargement or adjustment of the scope of personal professional practice and care meets the requirements of their relevant professional body codes of conduct
- The postholder must recognise and honour the direct and indirect personal accountability borne for all aspects of professional practice
- The postholder must avoid any inappropriate delegation to others which compromises the interests of patients, families/carers, and the wider interests of society

Section 9: Local trust/board policies

The postholder is required to follow trust/board policies and procedures which are regularly updated including:

List local trust/board policies if appropriate.