

**Profile Label: 8a – Final Draft Version**

Job Statement:

- 1 Provide clinical and operational leadership for a defined service/department.
- 2 Lead on ensuring consistent delivery of evidence based, safe and effective nursing, infection prevention, safeguarding and patient flow standards within their defined area of responsibility.
- 3 Provide highly specialised advice to nursing teams, wider professional colleagues e.g. social care, therapies to ensure high standards of direct care delivery.
- 4 Promote involvement of patient/client/carer, provision to inform patient experience and leading on reduction of health inequalities.
- 5 Take a key role in service review and/or development and implementation of policies, procedures and guidelines.
- 6 May provide specialist education and training to own profession and/or multi-disciplinary staff.

Factor	Relevant Job Information	JE Level	Factor Score
1. Communication & Relationship Skills	<p><b>5a Providing and receiving highly complex, highly sensitive or highly contentious information; where developed persuasive, motivational, negotiating, training or empathic or reassurance skills are required. This may be because agreement or co-operation is required or because there are barriers to understanding.</b></p> <p><b>5b Presenting complex, sensitive or contentious information to a large group of staff or members of the public.</b></p> <p><b>5c Providing and receiving complex, sensitive or contentious information where there are significant barriers to acceptance which need to be overcome using developed interpersonal and communication skills such as would be required when communicating in a hostile, antagonistic or highly emotive atmosphere.</b></p> <p>5a Communicates highly sensitive, confidential information e.g. safeguarding/public protection, suspected patient abuse, sexually transmitted diseases, life changing information, requiring empathy, persuasion and reassurance e.g. life limiting/changing information.</p> <p>5b Deliver training or presenting information to large groups (of around 20 people or more) in a formal setting.</p> <p>5c Communicates service-related information e.g. safeguarding issues to senior managers, staff, patients/clients, carers, external agencies.</p>	5a-b-c	45
2. Knowledge, Training & Experience	<p><b>Highly developed specialist knowledge across the range of work procedures and practices, underpinned by theoretical knowledge and relevant practical experience.</b></p>	7	196

	Professional/clinical knowledge acquired through degree, supplemented by specialist training, experience, short courses, CPD to Masters level or equivalent		
3. Analytical & Judgemental Skills	<p><b>4 Judgements involving complex facts or situations, which require the analysis, interpretation and comparison of a range of options.</b></p> <p>Skills for analysis of service delivery, patient/client, organisation, staffing/resource deployment and specialist and/or multi-pathology case management. Interpretation and analysis of governance, risk management, quality improvement initiatives, decisions on evidence based practice</p>	4	42
4.Planning & Organisational Skills	<p><b>4 Planning and organisation of a broad range of complex activities or programmes, some of which are ongoing, which require the formulation and adjustment of plans or strategies.</b></p> <p>Planning of strategies which impact across the service and sector e.g. lead on programme of work to improve service delivery, co-ordinating workforce/deployment change and reallocation of nursing resources forward planning with other service heads on patient flow/demand, plans and develops training programmes.</p>	4	42
5. Physical Skills	<p><b>2 The post requires developed physical skills which are normally obtained through practice over a period of time or during practical training e.g. standard driving or keyboard skills, use of some tools and types of equipment.</b></p> <p><b>3a The post requires developed physical skills to fulfil duties where there is a specific requirement for speed or accuracy. This level of skill may be required for advanced or high-speed driving; advanced keyboard use; advanced sensory skills or manipulation of objects or people with narrow margins for error.</b></p> <p><b>3b The post requires highly developed physical skills, where accuracy is important, but there is no specific requirement or speed. This level of skill may be required for manipulation of fine tools or materials.</b></p> <p>2 Driving, standard keyboard skills, carries out immunisations.</p> <p>3a Restraint of patients/clients using approved techniques.</p> <p>3b Dexterity and accuracy required for e.g. intravenous injections, syringe pumps and infusion, insertion of catheters and removal of sutures, PICC lines, PEG feeding tubes.</p>	2-3ab	15-27
6. Responsibility for Patient/Client	<p><b>6a Develops specialist programmes of care/care packages</b></p> <p><b>6c Provides highly specialised advice concerning the care or treatment of identified groups or categories of patients/clients.</b></p> <p><b>6d Accountable for the direct delivery of a service within a sub-division of a clinical, clinical technical or social care service.</b></p>	6acd	39

	<p>6a Assess care plans, develops, implements and evaluates programmes of care/care packages.</p> <p>6c Delivers highly specialised case management advice to the multi-disciplinary team across sectors.</p> <p>6d Be accountable for service delivery within a specific and defined service.</p>		
7. Responsibility for Policy/Service Development	<p><b>4 Responsible for policy implementation and for discrete policy or service development for a service or more than one area of activity.</b></p> <p>4 Leads development of policy or specific services development e.g. quality initiatives, new services, integration of new pathways and policies into services within remit. Take forward implementation of policies across primary and acute settings.</p>	4	32
8. Responsibility for Financial & Physical Resources	<p><b>3a Authorised signatory for cash/financial payments.</b></p> <p><b>3b Responsible for the purchase of some physical assets or supplies.</b></p> <p><b>3c Monitors or contributes to the drawing up of department/ service budgets financial initiatives.</b></p> <p>3a Signs off expenses, authorising agency/bank spend/</p> <p>3b Purchase/approve equipment or supplies; making recommendation and decision on appropriate suppliers.</p> <p>3c Oversees and/or monitoring management of budget and best use of resource allocation and/or cost improvement plans.</p>	3abc	21
9. Responsibility for Human Resources	<p><b>4a Responsible as line manager for a single function or department.</b></p> <p><b>4b Responsible for the teaching or devising of training and development programmes as a major job responsibility.</b></p> <p>4a Line manage staff within own area of responsibility/service, including recruitment, development, and performance.</p> <p>4b Develop and deliver training packages and/or teaches other groups of staff.</p>	4ab	32
10. Responsibility for information Resources	<p><b>1 Records personally generated information.</b></p> <p>1 Record and maintains own work related records.</p>	1	4
11. Responsibility for Research & Development	<p><b>1 Undertakes surveys or audits, as necessary to own work; may occasionally participate in R&amp;D, clinical trials or equipment testing.</b></p> <p><b>2a Regularly undertakes R&amp;D activity as a requirement of the job.</b></p> <p>1 Undertake audits of complaints, clinical incidents, and trails equipment.</p>	1-2a	5-12

	2a Undertake regular and/or complex research; leads and/or initiates clinical audit in own area/service.		
12. Freedom to Act	<p><b>5 Is guided by general health, organisational or broad occupational policies, but in most situations the post holder will need to establish the way in which these should be interpreted.</b></p> <p>5 Operates independently, manages department, interprets organisational policies.</p>	5	45
13. Physical Effort	<p><b>1 A combination of sitting, standing and walking with little requirement for physical effort. There may be a requirement to exert light physical effort for short periods.</b></p> <p><b>2b There is a frequent requirement for light physical effort for several short periods during a shift.</b></p> <p><b>2d There is an occasional requirement to exert moderate physical effort for several short periods during a shift.</b></p> <p>1 Walks and stands for most of shift.</p> <p>2b Kneels and crouches e.g. to dress wounds.</p> <p>2d Manoeuvres patients, use of hoists/lifting of equipment some of which will be substantial.</p>	1-2bd	3-7
14. Mental Effort	<p><b>2a There is a frequent requirement for concentration where work pattern is predictable with few competing demands for attention.</b></p> <p><b>2b There is an occasional requirement for concentration where the work pattern is unpredictable.</b></p> <p>2a Concentration for writing reports, investigating complaints, meetings, undertaking patient/client assessment.</p> <p>2b Interruptions to planned work can occur but this is an expectation of the role, but does not include responding to an emergency bleep.</p>	2ab	7
15. Emotional Effort	<p><b>2a Occasional exposure to distressing or emotional circumstances.</b></p> <p><b>3a Frequent exposure to distressing or emotional circumstances.</b></p> <p><b>3b Occasional exposure to highly distressing or highly emotional circumstances.</b></p> <p>2a Deals with staff problems, patient complaints, conveys unwelcome news.</p> <p>3a/b Care of the terminally ill; unexpected deaths; involvement in safeguarding and abuse.</p>	2a-3ab	11-18
16. Working Conditions	<p><b>2a Occasional exposure to unpleasant working conditions.</b></p> <p>2a Exposed to body odours, dirt, dust, smell or noise.</p>	2a	7

<b>JE Score/Band</b>	<b>Band 8a = 540-584</b>		<b>548-576</b>
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Profiles used:

Nursing Services: Modern Matron

Community Services: Modern Matron [Community]