



Phoenix Health Group

PERSON SPECIFICATION

Person specification – Lead Practice Nurse		
Specification	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Registered Nurse (Nursing and Midwifery Council) Post graduate diploma or degree (Chronic Disease Management) 	<ul style="list-style-type: none"> Mentor or teaching qualification Nurse prescriber Family planning qualification
Specification	Essential	Desirable
Experience	<ul style="list-style-type: none"> Experience of working in a primary care environment Experience of leading a nursing team in a primary care environment Experience of chronic disease management Experience of working autonomously Experience of working as a practice nurse or community nurse Experience of infection prevention and control measures 	<ul style="list-style-type: none"> Experience of quality initiatives, i.e., benchmarking, audits etc. Experience of change management and new service implementation. Experience in HR and employment law.
Specification	Essential	Desirable
Clinical knowledge and skills	<ul style="list-style-type: none"> Wound care/removal of sutures and staples ECGs Venepuncture New patient medicals Requesting pathology tests and processing the results, advising patients accordingly Understanding the importance of evidence-based practice Understand the requirement for PGDs and associated policy Ability to record accurate clinical notes Ability to work within own scope 	<ul style="list-style-type: none"> Travel medicine Spirometry Broad knowledge of clinical governance Knowledge of public health issues in the local area Awareness of issues within the wider health arena Knowledge of health promotion strategies



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	<p>of practice and understanding when to refer to GPs</p> <ul style="list-style-type: none"> • Chaperone procedure • Women's health (cervical cytology, contraception, etc.) • Immunisations (routine, childhood and travel) • Chronic disease management 	
Specification	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent communication skills (written and oral) • Effective time management (planning and organising) • Ability to work as a team member and autonomously • Good interpersonal skills • Problem solving and analytical skills • Ability to follow clinical policy and procedure • Clear, polite telephone manner 	<ul style="list-style-type: none"> • Experience with clinical risk management • Strong IT skills and competent in EMIS/System one
Specification	Essential	Desirable
Personal qualities	<ul style="list-style-type: none"> • Polite and confident • Flexible and co-operative • High levels of integrity and loyalty • Sensitive and empathetic in distressing situations • Effectively able to communicate and understand the needs of the patient • Commitment to ongoing professional development • Punctual and committed to supporting the team effort • Motivated, forward thinker • Problem solver with the ability to process information accurately and effectively, interpreting data as required • Ability to work under pressure/in stressful situations 	



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	• Effectively utilise resources	
Specification	Essential	Desirable
Other requirements	<ul style="list-style-type: none">• Flexibility to work outside of core office hours• Enhanced Disclosure Barring Service (DBS) check• Occupational Health clearance• Meet the requirements and produce evidence for nurse revalidation• Evidence of continuing professional development (CPD) commensurate with the role of a Lead Practice Nurse	

Notes:

The job description and person specification may be amended following consultation with the post holder to facilitate the development of the role, the organisation and the individual.

All personnel should be prepared to accept additional, or surrender existing duties, to enable the efficient running of the practice.