Clinical Nurse Specialist:
Infection Prevention /Control Nurse
0.5WTE Indefinite Duration Post
JOB DESCRIPTION

TITLE: Clinical Nurse Specialist: Infection Prevention/Control Nurse

REPORTING TO: Assistant Director of Nursing

ACCOUNTABLE TO: Director of Nursing, Clinical & Quality

SALARY SCALE: Department of Health and Children salary scales apply per annum pro rata: Clinical Nurse Specialist (€47,089 - €55,852)

HOLIDAYS: 25 – 28 days per annum pro rata

HEALTH: A candidate for and any person holding the office must be free from any defect or disease which would render him/her unsuitable to hold the office and be in a state of health as would indicate a reasonable prospect of ability to attend regular and efficient service.

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

HOURS OF WORK: 19.5 hours per week. Details of starting and finishing times, which may vary in accordance with Hospice needs, will be notified to you by your Head of Department/Deputy. There will be times when you will be required to work outside of the normal office hours.

WORKING WEEK: Will be determined by Director of Nursing, Clinical & Quality

LOCATION: Our Lady’s Hospice & Care Services (OLH&CS) currently operates across two sites; Harold’s Cross and Blackrock. In the interest of patient care and changing needs, candidates are required to be completely flexible and are obliged to carry out duties in any department or location of the Hospice or associated locations when required to do so by Management.

ETHICAL CODE: The post holder is requested to respect the special charism, ethos and tradition of OLH&CS and to observe and comply with its general policies, procedures and regulations.

CONFIDENTIALITY: You will have access to various types of records/information in the course of your work. Such records and information are strictly confidential and unless acting on the instruction of an authorised person, on no account must information concerning staff, patients or other Hospice business be divulged or discussed except in the performance of normal duty. In addition, records may never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

JOB PURPOSE: The aim of the Clinical Nurse Specialist, Infection Prevention and Control is to optimise patient care through the prevention, surveillance, investigation, liaison, education, research and control of health care acquired infection (HCAI). The appointed person will be required to provide and maintain a comprehensive, efficient and effective infection prevention and control service for residents and patients. The appointee will work as a key member of the multi-disciplinary team providing specialist infection control advice, support and expertise to healthcare staff.
PRINCIPAL DUTIES AND RESPONSIBILITIES

Clinical Focus

The Infection Prevention/Control Nurse will:

- Have responsibility for the monitoring, surveillance, the investigation, prevention and control of Hospital Acquired Infections.
- Investigate outbreaks of infection both in the hospice and community settings with particular reference to their source and mode of spread. Report outbreaks to relevant department.
- Advise on isolation techniques and supporting line managers in supervising the implementation of such techniques in specific situations.
- Evaluate regularly prevention/control of infection measures in specific situations with a view to advising on continuous improvement.
- Advise Nursing management of individual patients with infectious conditions.
- Explain laboratory reports relevant to the prevention/control of infection to nursing staff.
- Collect relevant clinical and epidemiological data to assist the infection control team.
- Act as specialist advisor to all nursing staff and other hospice staff where relevant in matters relating to infection prevention/control.
- Advise Medical/Nursing personnel regarding patient placement to minimise the spread of infection and the implementation of agreed guidelines in their specific areas.
- Participate in infection prevention/control and hygiene audits and complete reports against agreed guidelines.
- Provide feedback and support staff in developing and implementation of actions plans where necessary.
- Provide a high level of professional and clinical leadership.
- Provide safe, comprehensive nursing care to service users within the guidelines laid down by the Nursing & Midwifery Board of Ireland (NMBI) and Health Protection Surveillance Centre.
- Manage own caseload in accordance with the needs of the post.
- Participate in teams/meetings/committees as appropriate, communicating and working in cooperation with the other team members.
- Maintain nursing records in accordance with local service and professional standards.
- Devise and implement Health Promotion Programmes for service users as relevant to the post.
- Operate within the scope of practice–seek advice and assistance from his/her line manager any cases or issues that prove to be beyond the scope of his/her professional competence in line with principles of best practice and clinical governance.
- The CNM2 will practice nursing according to:
  - Professional Clinical Guidelines
  - National and Area Health Service Executive (HSE Guidelines)
  - Local policies, protocols and guidelines
  - Current Legislation
  - HIQA guidelines

Patient/Resident Advocate

The Infection Prevention/Control Nurse will:

- Enable patients/residents, families and communities to fully participate in decisions about their health needs.
- Articulate and represent patient/resident interest in collaboration with the interdisciplinary / multidisciplinary team.
- Communicate, negotiate and represent patient/resident values and decisions in collaboration with other professionals.
- Actively promote best practice through infection prevention and control committees, health promotion resources, and public awareness.
- Implement changes in healthcare service in response to patient/resident need and service demand.
• Maintain a safe environment for residents/patients, relatives and staff according to the Health, Safety and Welfare at Work legislation.

Audit and Research

The Infection Prevention/Control Nurse will:
• Conduct on-going surveillance using appropriate IC criteria, documentation, and investigation of Hospital Associated Infections (HCAIs) through review of admission diagnoses, microbiology culture results, isolation orders, patient records, consultation requests, and post-discharge surveillance.
• Regularly collate and record relevant data and information/compile and interpret surveillance reports to the IC Committee and to the DON.
• Participate in quality improvement activities by assessing, monitoring, and measuring HCAI rates and evaluating outcomes on a continuous basis.
• Contribute to the implementation and assessment of quality management initiatives/programmes in line with HIQA standards and HCAI and AMR Clinical Programme.
• Assist in organising regularly scheduled IC Committee meetings and dissemination of recommendations.

Health & Safety

The Infection Prevention/Control Nurse will:
• Ensure that effective safety procedures are developed and managed to comply with statutory obligations, in conjunction with relevant staff e.g. health and safety procedures, emergency procedures.
• Observe, report and take appropriate action on any matter which may be detrimental to staff and/or service user care or wellbeing/may be inhibiting the efficient provision of care.
• Assist in observing ensuring implementation and adherence to established policies and procedures e.g. health and safety, infection prevention/control, storage and use of controlled drugs etc.
• Ensure completion of incident/near miss forms/clinical risk reporting.
• Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.

Education & Training

The Infection Prevention/Control Nurse will:
• Engage in continuing professional development by keeping up to date with nursing literature, recent nursing research and new developments in nursing management education and practice and to attend staff study days as considered appropriate.
• Liaise with the staff of the microbiology department in organising and conducting microbiological and epidemiological surveys and participating in research relevant to infection control.
• Participate in the education and training programmes on infection prevention/control for all grades of staff.
• Advise staff on issues relating to decontamination.
• Organise studies of new techniques and equipment and collating the critical comments of the CNM’s who have been asked to participate in trials of this nature.
• Be familiar with the curriculum training programme for student nurses and be aware of the clinical experience required to meet the needs of the programme.
• Participate in the identification, development and delivery of induction, education, training and development programmes for nursing and non-nursing staff.
• Provide support and supportive supervision to Clinical Nurse Managers and front-line staff where appropriate.
• Supervise and assess student nurses and foster a clinical learning environment.
• Engage in performance review processes including personal development planning as appropriate.
• The Director of Nursing, Clinical & Quality will allocate the post holder special projects on a hospice wide basis as appropriate.
Consultancy

The Infection Prevention/Control Nurse will:

- Manage communication at ward and departmental level and facilitate team building
- Provide staff leadership and motivation which is conducive to good working relations and work performance.
- Promote a culture that values diversity and respect in the workplace.
- Formulate, implement and evaluate service plans and budgets in co-operation with the wider healthcare team.
- Participate in the writing of reports on infectious diseases including outbreaks.
- Promote, facilitate and participate in the formation/development and implementation of policies for the infection prevention/control with the other members of the infection prevention/control team and with senior nursing staff. Monitor as appropriate and lead on proactive improvement.

This will include:-

(i) Defining areas of special risk
(ii) Infection Control policies and procedures

- Serve on committees within the hospice as appropriate
- Participate in the formation of guidelines for infection prevention/control with other members of the infection control and multidisciplinary team
- Advise on nursing procedures, infection prevention/control and other committees as appropriate on procedures, materials and techniques to prevent and control infection
- Attend regional meetings as required/professional meetings and conferences in matters relation to infection prevention/control
- Advise on recent advances in infection prevention/control
- Lead on practice development within the clinical area, such as monitoring care bundles
- Lead and implement change
- Ensure compliance with legal requirements, policies and procedures affecting service users, staff and other hospice matters
- Manage and promote liaisons with internal/external bodies as appropriate e.g. intra-hospital service and the community
- Maintain all necessary clinical and administrative records and reporting arrangements
- Engage in IT developments as they apply to service users and service administration

General

- To adhere to Departmental and Hospice policies at all times.
- To perform such other duties appropriate to the post as may be assigned from time to time by the Manager or a nominee.

Self-Development

- To be aware of current developments and issues in health care by reading current literature and keeping abreast of new developments, attending ‘in-house’ seminars, lectures and courses when possible and as appropriate in consultation with your head of Department.
- To assume responsibility for his/her own professional development and safe work practice.
- To ensure a safe environment for himself/herself, colleagues and visitors.

Professional

- To have a working knowledge of OLH&CS policies.
- To present and act in a professional manner at all times and ensure colleagues do likewise.
Garda Vetting:

Arrangements have been introduced, on a national level, for the provision of Garda Vetting in respect of candidates for employment in areas of the Health Services, where it is envisaged that potential employees would have substantial access to children or vulnerable individuals. Each candidate will be required to complete a Garda Vetting form.

The post holder may be required to perform other duties as appropriate to the post, which may be assigned to him/her from time to time, and to contribute to the development of the post while in office. This job description will be subject to review in the light of changing circumstances. It is not intended to be exhaustive but should be regarded as providing guidelines within which individuals work.

The duties and responsibilities detailed above are a reflection of the present service requirements and are not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.
## PERSON SPECIFICATION

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<th>Factors</th>
<th>Essential</th>
<th>Desirable</th>
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| **Qualifications** | • Registered General Nurse with the Nursing & Midwifery Board of Ireland (NMBI), or eligible to register with NMBI.  
• Must demonstrate evidence of continuing professional development  
And  
• From the 1st September 2010 must have a level 8 (or higher) post-registration National Qualifications Authority of Ireland major academic award relevant to the specialist area of prior to application  
• Candidates without the relevant postgraduate course will be appointed as Clinical Nurse Manager 2. | |
| **Experience** | • Have at least 5 years post registration experience in an acute/relevant healthcare setting  
• A minimum of two years’ experience in the specialist area  
• Competent and confident IT skills - Word, Excel, Power Point and e-mail | • Experience in managing organisational and professional change  
• People Management experience |

## CORE COMPETENCIES

**Professional knowledge and skills**

The candidate must demonstrate:
• The requisite clinical knowledge and high level of competence in order to lead on infection control within clinical practice and service quality  
• A high standard of professionalism, initiative and innovation in the delivery of service  
• Resilience, composure and openness to change  
• Integrity and ethical stance  
• Commitment to continuing professional development  
• The ability to relate nursing research to nursing practice  
• Knowledge of quality assurance practices and their application to nursing procedures.  
• An awareness of the Infection Prevention role of the Health Information and Quality Authority’s Social Services Inspectorate.
**Communication/interpersonal skills**

The candidate must demonstrate:
- Sufficient command of the English language both verbal and written to effectively carry out the duties and responsibilities of the role
- The ability to use a variety of strategies to engage in skilled, compassionate, individualised and timely communication with individuals with life limiting conditions, families, carers and members of the multidisciplinary team.
- Awareness and appreciation of the service users and the ability to empathise with and treat others with dignity and respect.

**Leadership skills**

The candidate must demonstrate:
- The ability to lead out and bring projects/initiatives to completion
- The ability to work in a busy environment with a high level of responsibility
- Self-awareness of own strengths and areas for development

**Planning and organisational skills**

The candidate must demonstrate:
- The ability to plan and deliver care in an effective and resourceful manner within a model of person-centred care.
- The ability to plan, organise and manage time effectively.
- Flexibility and the ability to work effectively within a changing healthcare environment.

**Problem Solving & Decision Making**

The candidate must demonstrate:
- The ability to effectively evaluate information and make appropriate decisions.

**Quality**

The candidate must demonstrate:
- A commitment to assuring high standards of service delivery, audit and service evaluation.
- An understanding of the impact and implication of current wider healthcare developments and changes on the delivery of services within the organisation.

**Teamwork**

The candidate must demonstrate:
- Effective team skills including the ability to work as a member of a multi-disciplinary team.
- A team-based, consultative and highly flexible approach
- Evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect

**Education and training**

The candidate must demonstrate:
- A level of competency in IT, training and presentation skills relevant to the position.