

## **Job Description**

<b>Job Title</b>	Clinical Education Facilitator - Cancer Services
<b>Department</b>	Cancer Services
<b>Reports to</b>	Clinical Director (ADON) Cancer Services (working relationship with the Education Department at UPMC Beacon Hospital)
<b>Date</b>	21 <sup>st</sup> June 2010.

### **Overall Purpose of the post:**

The function of the clinical facilitator in Cancer Services is to provide nursing professional development and education services by assisting and supporting nursing staff in acquiring the knowledge and skills so that they can competently identify expected individualised patient outcomes, develop a plan of care, and evaluate the patient's progress towards attainment of the outcomes.

### **Key Responsibilities and Deliverables:**

#### **Clinical Practice:**

- Ensure that educational activities within cancer service are congruent to the needs of UPMC Beacon Hospital Cancer Centre, its mission, values and goals.
- Provide an appropriate climate for learning, and facilitate the adult learning process by developing, planning and presenting education activities within cancer services.
- Develops an in service educational programme for Cancer Services.
- Develops competency framework for cytotoxic administration.
- Oversee competency assessment for all RNs working within in Cancer Services.
- Assist RNs to identify their learning needs and the effective learning activities.
- Act as both a formal and informal consultant, assisting with the integration of theory and practice within the clinical oncology setting.
- Maintain clinical competence in the area of oncology.
- Provide ongoing evaluation of quality and effectiveness of the education within Cancer Services.
- Work with the Nurse Managers within Cancer Services, and throughout the hospital to plan, develop implement and evaluate clinical practice within cancer services.

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- To work in conjunction with the nurse manager to create an environment where continuous learning is encouraged.
- Provides framework for evidenced based decision making.
- To act as a resource person in relation to clinical issues within cancer care delivery, and utilise skills and knowledge in the promotion of the highest standard of practice and care delivered to patients.
- Assist staff to recognise their own learning needs in conjunction with the ward manager and clinical coordinator.
- Has excellent knowledge of professional nursing principles, practice and concepts of Cancer Nursing
- Evaluates his/her own nursing practice in relation to professional standards, An Bord Altranais regulations.
- Collaborates with others in the practice of nursing professional development at institutional and local levels.
- Ensures that safety, effectiveness and cost in planning and delivering education programmes within cancer services are observed.
- Has knowledge of how to collect data in a systematic and ongoing manner.
- Analyses data, and provides an annual report in relation to education activities and practice development within cancer services to the Director of Nursing and ADON for Cancer Services.

### **Personal Development:**

- Maintain professionalism at all times and adhere to the code of professional conduct and scope of practice as described by An Bord Altranais.
- Attend courses and conferences as appropriate to speciality and disseminate information gained with colleagues, as appropriate.
- Accept responsibility for own personal professional development and to be aware of current trends and strategies in nursing, particularly those that are relevant to providing the highest standard of support and care to oncology patients.

### **Information Technology:**

- Ensure that the team makes the most effective and efficient use of developments in information technology for both patient care and administrative support in a manner

### **Personal and Professional Development:**

- To develop the required skills and knowledge to support the service needs within the scope of professional practice.
- To undertake appropriate further training to enhance nursing practice within the specialist area.

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- Identifies own continuing professional development needs and engages accordingly.

### **Quality Assurance, Audit and Research:**

- Ensure that his/her own practice is compliant and up to date with best practice, which is reflected in research and developments in cancer care.
- To initiate and audit the effectiveness of the education service within the oncology department at UPMC Beacon Hospital.
- Encourage, imitate and participate in nursing research where appropriate.
- To evaluate findings and assist with implementation of necessary change to improve the service.
- Participates in regular audit of his/her own clinical practice.
- Ensures that development and maintenance of a quality assurance programme which is patient centred.
- Use such research findings to influence care within the specialty.
- In conjunction with the oncology nurse managers and ADON for Cancer Services, set objectives and develop policies, procedures and standards for the oncology nursing service, which are based on current nursing research and relevant research from other disciplines.
- Identify areas within the speciality relevant to nursing practice, which would benefit from research.
- Promote awareness of research-based practice amongst staff.
- Participate in departmental research related to the speciality.
- Contributes to service planning and budgetary processes through use of audit, data and specialist knowledge.
- To maintain awareness of current developments in oncology.

### **Governance:**

The post holder will operate at all times to high standards of probity. This will include compliance with;

- Health and safety regulations
- All policies and procedures approved by the Beacon Hospital
- Data Protection Act and Freedom of Information Act
- Work within limitations of the role.
- An Bord Altranais Professional Code of Conduct
- The Cancer Control Strategy

### **The post holder will be expected to:**

- Support the aims and vision of the UPMC Beacon Hospital and UPMC Beacon Hospital Cancer Centre.

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- Act with honesty and integrity at all times
- Be a positive ambassador for the hospital
- Demonstrate high standards of personal conduct
- Value and respect colleagues, other members of staff and patients.
- Work with others to develop and improve our services

This job description is not intended to be a complete list of duties and responsibilities but is a guide for information to the job. The post holder may be required, after consultation, to carry out other related tasks, which may not be specifically mentioned above.

### *Employee Profile for the Post of Clinical Education Facilitator – Cancer Services.*

Core Domain	Essential	Desirable
<b>Qualifications</b>	An Bord Altranais Registration H.Dip in Oncology Nursing	Masters in Oncology Nursing
<b>Professional Training and Development</b>	Minimum of 5 years post registration experience. With 3 years experience in the area of medical oncology.	Management Development
<b>Skills, Knowledge, Abilities</b>	Excellent communications skills Excellent time management and organisational skills. Ability to work within a multidisciplinary team Ability to work alone and organise own caseload. Ability to work under pressure Ability to initiate and manage change Good IT and computer skills	Course in teaching and assessing in clinical practice. Experience in research
<b>Interest/motivation</b>	Interest in the development of the role of Clinical Education Facilitator, and development of services for future.	
<b>Commitment</b>	Flexible towards working hours.	