



GIG  
CYMRU  
NHS  
WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board

**Band 6 - Nyrs Glinigol  
Arbenigol**

**Darllen y Swydd Ddisgrifiad yn  
Gymraeg**

**Band 6 - Clinical Nurse Specialist**

**Read the Job Description in  
English**



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**TEITL Y SWYDD: Nyrs Glinigol Arbenigol**

**Band: 6**

**TROSOLWG O'R SWYDD:**

Bydd deiliad y swydd yn darparu gofal, cyngor, arweiniad ac arweinyddiaeth nyrsio arbenigol gan ddefnyddio eu gwybodaeth ddamcaniaethol ac ymarferol arbenigol i:

- Asesu, cynllunio, gweithredu a gwerthuso gofal nyrsio sy'n seiliedig ar dystiolaeth.
- Asesu, cynllunio, gweithredu a gwerthuso gofal nyrsio sy'n seiliedig ar dystiolaeth.
- Gweithio'n annibynnol a rheoli llwyth gwaith eich hun fel arbenigwr arweiniol yn eu hardal.
- Darparu addysg a hyfforddiant arbenigol i staff.
- Gweithio ar y cyd ac yn gydweithredol â chydweithwyr clinigol.
- Dangos gwerthoedd y Bwrdd Iechyd a sicrhau bod eraill yn dangos yr un gwerthoedd.
- Cynnal Archwiliad; Datblygiad Proffesiynol Parhaus; dysgu; ymchwil; gweinyddu, Clinigau; gwaith ward; ymgynghoriadau ffôn ayyb.

**Yn gyfrifol i:**

| Yn adrodd i: | Yn gyfrifol i: | yn Broffesiynol: |
|--------------|----------------|------------------|
|              |                |                  |

## Prif Gyfrifoldebau:

### Cyfathrebu

- Cyfathrebu gwybodaeth gymhleth am gyflyrau clinigol penodol a'u canlyniadau i gleifion a gofalwyr, gan sicrhau bod ganddynt ddealltwriaeth dda o'r cyflwr a'r opsiynau triniaeth, a thrwy hynny sicrhau y gall cleifion fod yn bartneriaid cyfartal wrth wneud penderfyniadau gofal. Gallu rheoli sefyllfaoedd cymhleth / sensitif gan ddefnyddio sgiliau cyfathrebu a negodi effeithiol. Yn dibynnu ar y grŵp cleientiaid, efallai y bydd rhywfaint o elyniaeth y mae angen ei goresgyn.
- Trafod gwybodaeth hynod gymhleth a hynod sensitif gyda chleifion a pherthnasau/gofalwyr gan gynnig empathi a sicrwydd.
- Mae'r rôl yn ei gwneud yn ofynnol i ddeiliad y swydd ddarparu a derbyn gwybodaeth hynod gymhleth, sensitif lle gallai fod rhwystrau i ddeall; Gan gynnwys trafodaeth yn ymwneud â disgwyliad oes, dymuniadau diwedd oes/rheoli marwolaeth, i gleifion, perthnasau a chydweithwyr, gan gynnig empathi a sicrwydd bob amser. Hyrwyddo a sicrhau cyfathrebu effeithiol o fewn y tîm amlddisgyblaethol gan ddatblygu partneriaethau agos a pherthynas waith gynhyrchiol gydag unigolion a grwpiau allweddol. Cyfathrebu ar lafar ac yn ysgrifenedig gyda chlinigwyr, Meddygon Teulu ac aelodau eraill o'r Tîm Gofal Sylfaenol, yn rhoi cyngor ble mae'n briodol ynghylch cleifion o dan ei gofal. Cyfathrebu ag adrannau eraill o fewn y Bwrdd Iechyd, megis Patholeg, Radioleg a Fferylliaeth.

### Cynllunio a Dylunio

- Asesu, rheoli, darparu a chyd-lynu'r cynllun o ofal i gleifion sy'n defnyddio'r defnydd effeithiol ac effeithlon o adnoddau. Dirprwyo'r darpariaeth o ofal ble mae'n briodol yn unol â fframwaith dirprwyo GIG Cymru a'r Cod Ymafer Cyngor Nyrsio a Bydwreigiaeth.

### Gwella, Monitro, Datblygu Polisïau / Gwasanaethau

- Cefnogi'r datblygiad o bolisïau sy'n seiliedig ar dystiolaeth, protocolau a chanllawoau i ddangospolisïau a deddfwriaeth cenedlaethol.
- Helpu i ddatblygu sefydliad dysgu sy'n rhybuddio rheolwyr am faterion adnoddau a allai effeithio ar hyn
- Actio yn unol â Chôd Ymarfer Proffesiynol Cyngor Nyrsio a Bydwreigiaeth, yn tywys nodiadau ac yn glynu at Bolisïau a Gweithdrefnau'r Bwrdd Iechyd.

### Clinigol

- Ymarfer yn annibynnol yn dangos dtarys problemau a sgoiliau gwneud penderfyniadau clinigol tra'n dangos atebolrwydd a chyfrifoldeb. Cynnal archwiliadau sy'n cael ei gyrru gan brotocol ac o fewn eich cymhwysedd. Dehongli canlyniadau ac yn actio'n unol â hynny. Cymhwyso sgiliau, gwybodaeth ac ymddygiadau uwch sy'n berthnasol i faes ymarfer penodol. Darparu gwybodaeth glinigol arbenigol i gydweithwyr clinigol, cleifion a gofalwyr/perthnasau. Asesu, diagnosio, cynllunio, gweithredu a gofal / ymyriadau uniongyrchol a gwerthuso effeithiolrwydd.
- Cynnal sesiynau clinigol mewn amrywiaeth o feysydd clinigol ar draws Ysbyty Prifysgol Bae Abertawe (YPBA). O fewn cymwyseddau yn perfformio sgiliau corfforol a chlinigol arbenigol iawn lle mae cywirdeb o'r pwys mwyaf yn unol â pholisïau adrannol. Ymweliadau

cartref yn ôl yr angen. O fewn cymwyseddau mae rhagnodi anfeddygol. Ymgymryd ag addysg benodol i gleifion gyda chleifion a pherthnasau/gofalwyr.

- Cefnogi diwylliant sy'n hyrwyddo gofal sy'n canolbwyntio ar yr unigolyn, yn ddiogel ac yn effeithiol. Sefydlu a chynnal cyfathrebu effeithiol â chleifion a gofalwyr/perthnasau, a gweithwyr proffesiynol ar draws gwasanaethau iechyd a chymdeithasol. Gweithio fel rhan o dîm a gyda gwasanaethau arall ar draws terfynau aml-asiantaethau i gyrchu grwpiau anodd eu cyrraedd
- Ceisio cyngor/asiantaethau rhybuddio priodol pan fo pryderon ynghylch risg posibl/gwirioneddol i unrhyw glaf neu i'w ddibynyddion, e.e. diogelu plant, trais domestig, amddiffyn yr oedolyn agored i niwed, galluedd meddyliol ac amddifadu o ryddid
- Dehongli ac ymateb i awgrymiadau a chwynion adborth cleifion / gofalwr mewn modd amserol a sensitif. Cynnal y safonau yng Nghod Ymarfer Proffesiynol NMC (2018) fel rhan o ddarparu'r ansawdd a'r diogelwch a ddisgwylir gan ddefnyddwyr gwasanaeth a rheoleiddwyr. Cydnabod pwysigrwydd hawliau pobl a chynnal sylfaen wybodaeth eich hun i sicrhau bod yr holl gamau gweithredu yn unol â deddfwriaeth, polisiau a gweithdrefnau. Hyrwyddo a chefnogi hawliau, cyfrifoldebau ac amrywiaeth cleifion a'u teuluoedd/gofalwyr ac uniaethu â charedigrwydd ac empathi â phawb dan sylw. Parchu preifatrwydd, urddas, anghenion, credoau, dewisiadau a dewisiadau cleifion a gofalwyr, gan gefnogi datblygiad yr amgylchedd gofal er mwyn gallu ymateb yn gyflym ac yn anghyson i'r rhai ag anghenion penodol/nodweddion gwarchodedig.
- Nodi a gweithredu drwy godi pryderon pan fydd eich ymddygiad chi, neu ymddygiad pobl eraill, yn tanseilio cydraddoldeb ac amrywiaeth. Sicrhau bod sylfaen wybodaeth gyfredol ein hunain a'r tîm nyrsio ehangach yn cael ei chynnal mewn perthynas â'r angen posibl i gael mynediad at gymorth ffyddysbrydol/amlddiwylliannol i gleifion/gofalwyr/staff.
- Gweithredu fel eiriolwr cleifion bob amser. Adnabod a hyrwyddo pwysigrwydd hawliau pobl a'u dehongli mewn ffordd sy'n gyson â gweithdrefnau, polisiau a deddfwriaeth y Bwrdd Iechyd. Herio ymddygiad sy'n troseddu hawliau eraill. Adnabod a gweithredu lle bo angen i fynd i'r afael â gwahaniaethu a gormes.

## Anghlinigol

- Asesu a rheoli risgiau sy'n gysylltiedig â materion iechyd a diogelwch ac yn adrodd am ddigwyddiadau antoward
- Cymryd pob rhagofal posibl i ddiogelu lles, lles, iechyd a diogelwch staff, defnyddwyr gwasanaeth, ymwelwyr a'r cyhoedd drwy weithredu'r holl bolisiau sy'n ymwneud ag iechyd, diogelwch a risg. Cydymffurfio â Gweithdrefnau Diogelu sy'n ymwneud â risg ymysg defnyddwyr gwasanaethau/ teuluoedd. Rhoi gwybod am unrhyw bryderon yn unol â pholisi'r Bwrdd Iechyd. Cydymffurfio â diogelu plant ymhlith defnyddwyr gwasanaethau/teuluoedd. Rhoi gwybod am unrhyw bryderon yn unol â pholisi'r Bwrdd Iechyd.

## Rheolaeth, Hyfforddiant ac Arweinyddiaeth

- Datblygiad Personol a Phobl, a Rheoli Pobl. Nodi anghenion datblygu eich hun a chymryd cyfrifoldeb am ddatblygiad proffesiynol parhaus a'r perfformiad sydd ei angen i fodloni gofynion y rôl.
- Ymgymryd â diweddariadau hyfforddiant gorfodol blynyddol a chysiau perthnasol eraill yn unol â pholisiau'r bwrdd iechyd a chanllawiau cenedlaethol. Cymryd rhan weithredol yn eich PADR eich hun gan geisio cymorth fel y bo'n briodol i ddatblygu eich sgiliau, eich gwybodaeth a'ch cymwyseddau eich hun. Cymryd cyfrifoldeb am eich Dilysiad Cyngor Nyrsio a Bydwreigiaeth eich hun a chynnal statws gweithredol ar gofrestr broffesiynol a chynnal portffolio proffesiynol.

- Sefydlu cysylltiadau effeithiol a rhwydweithiau cyfathrebu gydag asiantaethau mewnol ac allanol, Cymru Gyfan neu rhwydweithiau Cenedlaethol. Cynnal ymwybyddiaeth o faterion proffesiynol.
- Cymryd rhan yn y cylch recriwtio staff ar gyfer aelodau newydd o'r tîm nyrsio. Cefnogi'r gwaith o ddatblygu gwybodaeth a sgiliau arbenigol ar gyfer pob grŵp o staff yn eich maes arbenigol. Nodi anghenion dysgu, a chynllunio, gweithredu a gwerthuso rhaglenni addysg i ddiwallu anghenion a nodwyd. Cymryd rhan mewn addysg nyrsys cyn-gofrestru ac ôl-gofrestredig, a datblygu'r cwricwlwm lle bo hynny'n briodol. Gweithio ar y cyd â'r Gwasanaeth Cyswllt Addysg er mwyn sicrhau bod profiad dysgu priodol yn cael ei gynnal i fyfyrwyr nyrsio cyn-gofrestru. Gweithredu fel model rôl sy'n darparu mentoriaeth a/neu oruchwyliaeth glinigol i staff/dysgwyr eraill sy'n eu cefnogi i gymhwyso theori i ymarfer.

## **Arian a Chyllideb**

- Gwneud argymhellion ynghylch cyflenwadau ac offer, gan sicrhau defnydd effeithiol ac effeithlon o adnoddau ffisegol ac ariannol.

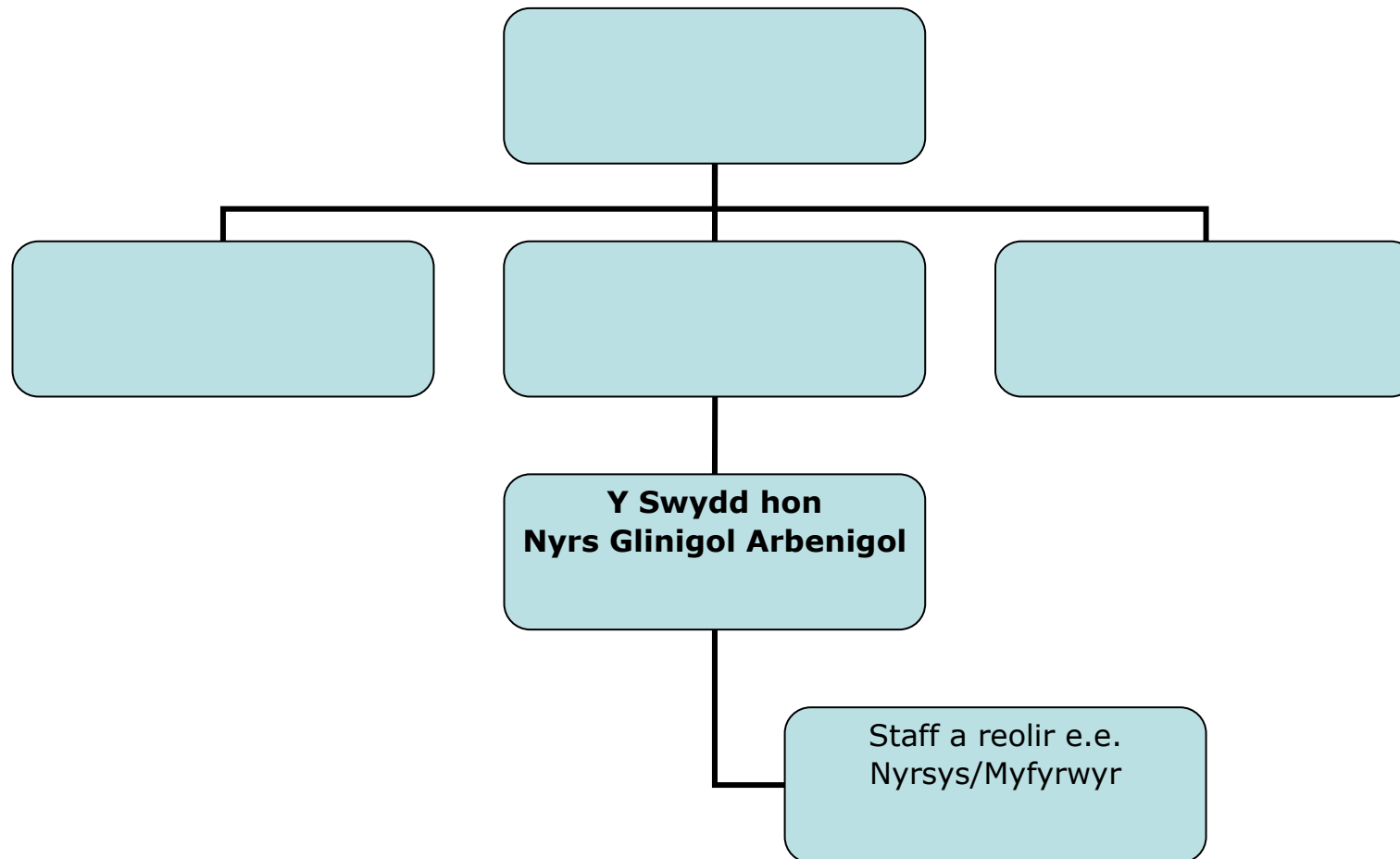
## **Digidol a Gwybodaeth**

- Sicrhau cyfathrebu effeithiol, ysgrifenedig, llafar a'r defnydd o Dechnoleg Gwybodaeth gan gynnal y cofnodion diweddaraf a sicrhau bod gwybodaeth yn cydymffurfio â pholisïau Diogelu Data a byrddau iechyd.
- Sicrhau bod cofnodion nyrsio darllenadwy yn cael eu cadw trwy'r gwasanaeth nyrsio, gan ddefnyddio dogfennaeth nyrsio gyfredol a gymeradwyir yn llawn a hyrwyddo a modelu rôl y defnydd o e-ddogfennaeth fel sy'n briodol i'r maes clinigol. Dogfennu ac adrodd yn glir i sicrhau cywirdeb, parhad gofal a gwella dealltwriaeth gan eraill. Sicrhau bod data nyrsio a gwybodaeth am gleifion yn cael ei storio'n ddiogel ac yn gywir ac yn unol â deddfwriaeth diogelu data a pholisïau a gweithdrefnau'r Bwrdd Iechyd.
- Sicrhau bod y timau nyrsio yn cael y wybodaeth ddiweddaraf am y deddfwriaeth a'r canllawiau cyfredol ynghylch: llywodraethu gwybodaeth a herio arfer gwael yn ôl yr angen.
- Datblygu a gwella'r wybodaeth a'r sgiliau sydd eu hangen yn barhaus i ddefnyddio'r systemau electronig perthnasol sy'n ofynnol yn y maes clinigol. Systemau Electronig Cleifion ac Oracle ac ati. Cysylltu'n effeithiol â thimau cymorth priodol i hwyluso'r ffrwd waith hon e.e. tîm e-roster.
- Darparu gweithlu sefydliadol cywir ac amserol a data/gwybodaeth perfformiad yn ôl yr angen yn unol â systemau a phrosesau rheoli'r Bwrdd Iechyd.

## **Ymchwil a Datblygu. Gwerthusiad ac Archwilio**

- Hyrwyddo diwylliant ymchwil cadarnhaol, gan gyfrannu at yr agenda ymchwil ehangach trwy gefnogi gweithgarwch ymchwil.
- Ymgymryd ag archwiliad clinigol, meincodi a threialon cyfarpar/cynnyrch, er mwyn gwella effeithiolrwydd gofal cleifion.
- Nodi, hyrwyddo a gwreiddio tystiolaeth ymchwil, gan ddefnyddio canfyddiadau i wella gweithgarwch yn y dyfodol.
- Lledaenu canfyddiadau ymchwil ac archwilio trwy gyflwyno i grwpiau proffesiynol a chyhoeddi.
- Hyrwyddo gweithgareddau cyfranogiad cleifion a'r cyhoedd gan arwain at wella gwasanaethau.
- Cefnogi'r datblygiad o bolisïau sy'n seiliedig ar dystiolaeth, protocolau a chanllawoau i ddangos polisïau a deddfwriaeth cenedlaethol.

| Cymwysterau a Gwybodaeth Hanfodol                                                                                                                                                                                                                                                                                                                                                                                                         | Dymunol                                                                                                         | Profiad Hanfodol                                                                                                                                                                                                                                                      | Dymunol                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <p>Nyrs Gofrestredig a Chofrestriad Cyngor Nyrsio a Bydwreigiaeth Presennol<br/>Gradd Baglor</p> <p>Cymhwyster ôl-radd arbenigol neu brofiad cyfatebol</p> <p>Lefel hyfedredd o wybodaeth mewn arbenigedd clinigol</p> <p>Gwybodaeth o wella gwasanaeth<br/>Gallu ymgymryd ag ymchwiliad llenyddol ac yn gallu gwerthuso papurau ymchwil yn gritigol</p>                                                                                  | <p>Cymhwyster dysgu (neu brofiad cyfatebol)<br/>Sgiliau clinigol uwch Presgripsiynu anfeddygol</p>              | <p>Profiad perthnasol<br/>Profiad yn yr arbenigedd perthnasol</p> <p>Profiad o weithio mewn amgylchedd amlbroffesiynol</p> <p>Profiad o weithio gyda nyrsio cyn-gofrestru/bydwreigiaeth myfyrwyr mewn rôl fentoriaeth<br/>Profiad o gynnal archwiliad</p>             | <p>Profiad o gymryd rhan mewn gwaith ymchwil</p> <p>Profiad o gymryd rhan mewn newid ymarfer</p> |
| Sgiliau a galluoedd Hanfodol                                                                                                                                                                                                                                                                                                                                                                                                              | Dymunol                                                                                                         | Meini Prawf Hanfodol Arall                                                                                                                                                                                                                                            |                                                                                                  |
| <p><b>Cadw at Werthoedd ac Ymddygiadau BIPBA a'u harddangos</b></p> <p>Gallu dangos sgiliau arweinyddiaeth a rheolaeth effeithiol<br/>Yn gallu dangos tact a diplomyddiaeth wrth weithio gydag eraill sgiliau cyfathrebu da<br/>Tystiolaeth o ymgymryd â chyflwyniad i grwpiau.<br/>ymwybyddiaeth o faterion a datblygiadau proffesiynol<br/>Gallu rheoli amser yn effeithiol<br/>Gallu i ddefnyddio systemau electronig - Sgiliau TG</p> | <p>Mae Sgiliau Iaith Gymraeg yn lefelau 1 i 5 dymunol mewn deall, siarad, darllen ac ysgrifennu yn Gymraeg.</p> | <p>Yn gallu gweithio'n hyblyg i ddiwallu anghenion busnes e.e. patrymau gweithio hyblyg i sicrhau bod y tîm CNS yn gweld y gwelededd mwyaf.</p> <p>Y gallu i deithio i bob rhan o'r BIP mewn modd amserol<br/>Ymwybyddiaeth o ddatblygiadau cyfredol o fewn y GIG</p> |                                                                                                  |



**JOB TITLE: Clinical Nurse Specialist**

**Band: 6**

**JOB OVERVIEW:**

The post holder will provide specialist nursing care, advice, guidance and leadership deploying their specialist theoretical and practical knowledge to;

- Assess, plan, implement and evaluate evidenced-based nursing care.
- Provide specialist advice and excellent clinical practice.
- Work autonomously and manage own workload as a lead specialist in their area.
- Provide specialist education and training to Staff.
- Work collaboratively and co-operatively with clinical colleagues.
- Demonstrate the Health Board's values and ensure that others demonstrate the same values.
- Undertake Audit; CPD; teaching; research; administration, Clinics; ward-based work; telephone consultations etc.

**Responsible to:**

| <b>Reporting:</b> | <b>Accountable:</b> | <b>Professionally:</b> |
|-------------------|---------------------|------------------------|
|                   |                     |                        |

## Main Responsibilities

### Communication

- Communicate complex information about specific clinical conditions and their consequences to patients and carers, ensuring they have a good understanding of the condition and the treatment options, thereby ensuring that patients can be equal partners in care decisions. Be able to manage complex / sensitive situations using effective communication and negotiation skills. Dependant on the client group there may be some hostility which needs to be overcome. Discuss highly complex and sensitive information with patients and their family's offering empathy and reassurance.
- The role requires that the post holder provides and receives highly complex, sensitive information where there may be barriers to understanding; including discussion relating to life expectancy, end of life/death management wishes, to patients, relatives and colleagues, offering empathy and reassurance at all times. Promote and ensure effective communication within the multidisciplinary team developing close partnerships and productive working relationships with key individuals and groups. Communicate verbally and in writing with clinicians, General Practitioners and other members of the Primary Care Team, giving advice where necessary regarding patients under their care. Communicate with other departments within the Health Board, such as Pathology, Radiology and Pharmacy.

### Planning and Design

- Assess, manage, deliver and co-ordinate the plan of care for patients utilising the effective and efficient use of resources. Delegate the delivery of care where appropriate in line with NHS Wales' delegation framework and the NMC Code of Practice.

### Improvement, Monitoring, Policy/Service Development

- Support the development of evidence-based policies, protocols and guidelines to reflect national policy and legislation. Assist with the development of a learning organisation alerting managers to resource issues which may affect this. Act always in accordance with NMC professional Code of Practice, guiding documents and adhering to the Health Board's Policies and Procedures.

### Clinical

- Practice autonomously demonstrating problem solving and clinical decision-making skills while demonstrating accountability and responsibility. Undertake investigations driven by protocol and within your competence. Interpret results and act accordingly.
- Apply advanced skills, knowledge and behaviours relevant to specific area of practice. Provide specialist clinical knowledge to clinical colleagues, patients and carers/relatives. Assess, diagnose, plan, implement and direct care / interventions and evaluate effectiveness. Undertake clinical sessions in a variety of clinical areas across Swansea Bay University Hospital (SBUH).
- Within competencies perform highly specialised physical and clinical skills where accuracy is of paramount importance in accordance with departmental policies. Undertake home visits as necessary. Within competencies undertake non-medical prescribing. Undertake patient specific education with patients and relatives/carers. Support a culture that promotes person-centred, safe and effective

care. Establish and maintain effective communication with patients and carers/relatives, and professionals across health and social services.

- Work as part of a team with other services and across multi-agency boundaries to access hard to reach groups
- Seek appropriate advice/alert agencies when there are any concerns regarding potential/actual risk to any patient or their dependents e.g. child safeguarding, domestic violence, protection of the vulnerable adult, mental capacity and deprivation of liberty.
- Interpret and respond to patient / carer feedback suggestions and complaints in a timely and sensitive manner. Uphold the standards in the NMC Code of Professional Practice (2018) as part of providing the quality and safety expected by service users and regulators. Recognise the importance of people's rights and maintain own knowledge base to ensure that all actions are in accordance with legislation, policies and procedures.
- Promote and support the rights, responsibilities and diversity of patients and their families/carers and relate with kindness and empathy to all concerned. Respect the privacy, dignity, needs, beliefs, choices and preferences of patients and carers, supporting the development of the care environment to be able to appropriately respond quickly and discretely to those with particular needs/protected characteristics. Identify and take action when own or others behaviour undermines equality and diversity.
- Ensure own and the wider nursing team's current knowledge base is maintained in relation to potential need to access spiritual/multi-cultural faith support for patients/carers/staff.
- Act as a patient advocate at all times. Recognise and promote the importance of people's rights and interpret them in a way that is consistent with Health Board procedures, policies and legislation. Challenge behaviour that infringes the rights of others. Identify and take action where necessary to address discrimination and oppression.

### **Non-Clinical**

- Assess and manage risks associated with health and safety issues and reports untoward incidents. Take all possible precautions to safeguard the well-being, welfare, health and safety of staff, service users, visitors and the public by implementing all policies related to health, safety and risk. Comply with Safeguarding Procedures relating to risk amongst the service users/families. Report any concerns in accordance with Health Board policy.
- Comply with safeguarding of children amongst service users/families. Report any concerns in accordance with Health Board policy.

### **Management, Training & Leadership**

- Personal and People Development and People Management. Identify own development needs and take responsibility for continuing professional development and the performance required to meet the demands of the role.
- Undertake annual mandatory training updates and other relevant courses in line with health board policies and national guidelines.
- Actively participate in your own PADR seeking support as appropriate to develop your own skills, knowledge and competencies.
- Take responsibility for your own NMC Revalidation and maintaining active status on professional register and maintain a professional portfolio. Establish effective relations and communication networks with internal and external agencies, All Wales or National networks. Maintain awareness of professional issues.
- Participate in the staff recruitment cycle for new nursing team members. Support the development of specialist knowledge and skills

for all staff groups in your specialist area. Identify learning needs, and plan, implement and evaluate programmes of education to meet identified need. Participate in the education of pre- and post-registered nurses, and curriculum development where appropriate.

- Work collaboratively with the Education Liaison Service in order to ensure an appropriate learning experience is offered to pre-registration student nurses. Act as a role model providing mentorship and/or clinical supervision to other staff/learners supporting them in applying theory to practice.

### **Finance and Budget**

- Make recommendations regarding supplies and equipment, ensuring the effective and efficient use of physical and financial resources.

### **Digital and Information**

- Ensure effective communication, written, verbal and the use of Information Technology maintaining up to date records and ensuring information is compliant with the Data Protection and health board policies.
- Ensure that legible nursing records are maintained throughout the nursing service, fully utilising current, approved nursing documentation and actively promoting and role modelling the use of e-documentation as appropriate to clinical area. Document and report clearly to ensure accuracy, continuity of care and enhance understanding by others.
- Ensure that nursing data and patient information is stored safely and correctly and in accordance with data protection legislation and Health Board policies and procedures.
- Ensure that the nursing teams are kept up to date on current legislation and guidance re: information governance and challenge poor practice as required.
- Develop and continually improve the knowledge and skills required to use the relevant electronic systems required in the clinical area e.g., Patient Electronic Systems and Oracle etc. Liaise effectively with appropriate support teams to facilitate this work stream e.g., e-roster team.
- Provide accurate and timely organisational workforce and performance data/information as required in line with Health Board's managerial systems and processes.

### **Research Development. Evaluation & Audit**

- Promote a positive research culture, contributing to the wider research agenda through supporting research activity.
- Undertake clinical audit, benchmarking and equipment/product trials, in order to improve effectiveness of patient care.
- Identify, promote and embed research evidence, using findings to enhance future activity
- Disseminate research and audit findings through presentation to professional groups and publication.
- Promote patient and public involvement activities leading to service improvement.
- Support the development of evidence-based policies, protocols and guidelines to reflect national policy and legislation.

| Essential Qualifications & Knowledge                                                                                                                                                                                                                                                                                                                                                                                                                     | Desirable                                                                                                   | Essential Experience                                                                                                                                                                                                                                                  | Desirable                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Registered Nurse & current NMC Registration<br>Bachelor's Degree<br><br>Specialist post graduate qualification or equivalent experience<br><br>Proficient level of knowledge in clinical speciality<br>Knowledge of service improvement<br><br>Able to undertake a literature search and critically appraise research papers                                                                                                                             | Teaching qualification (or equivalent experience)<br>Advanced clinical skills<br>Non-medical Prescribing    | Relevant experience<br>Experience in the relevant specialty<br><br>Experience of working in a multi-professional environment<br><br>Experience of working with preregistration nursing/midwifery students in a mentorship role<br><br>Experience of undertaking audit | Experience of participating in research<br><br>Experience of participating in practice change |
| Essential Aptitude and abilities                                                                                                                                                                                                                                                                                                                                                                                                                         | Desirable                                                                                                   | Other Essential Criteria                                                                                                                                                                                                                                              |                                                                                               |
| <b>Adhere to and can demonstrate SBU Values &amp; Behaviours</b><br><br>Able to demonstrate effective leadership and management skills<br><br>Be able to demonstrate tact and diplomacy when working with others using good communication skills<br><br>Evidence of undertaking presentation to groups.<br><br>Awareness of professional issues and developments<br>Able to manage time effectively<br><br>Ability to use electronic systems - IT skills | Welsh Language Skills are desirable levels 1 to 5 in understanding, speaking, reading and writing in Welsh. | Able to work flexible to meet the business needs e.g. flexible working patterns to ensure maximum visibility of CNS team.<br><br>Ability to travel to all areas of the UHB in a timely manner<br>Awareness of current developments within the NHS                     |                                                                                               |

Organisational Chart

