

JOB TITLE:	PCN/General Practice Paramedic
LOCATION:	Bicester, Oxfordshire
SALARY:	£35k - £43K (depending on experience and additional skills)
HOURS:	Full Time (part time might be considered)
REPORTS TO:	Supervising GP
ACCOUNTABLE TO:	PML Clinical Director

Job Summary:

To provide a high-quality, cost-effective service to the patients of the Primary Care Network; diagnosing and prescribing treatments and medication while working within defined procedures and protocols as laid down by the GPs.

You will be working as part of a clinical team, with GP's, Advanced Nurse practitioners, CPN, Practice nurses and Healthcare Assistants across practices in the PCN.

You will be responsible for telephone triage and some face to face consultations to patients who present with a wide range of minor illness, urgent and same day requests for treatment and chronic disease management, providing care for the presenting patient from initial history taking, clinical assessment, diagnosis, treatment and evaluation of care.

You will need to demonstrate safe, clinical decision-making and expert care, backed up by a team of experienced GPs, including assessment and diagnostic skills. You will need to prioritise and triage the needs of patients accordingly making any necessary referrals for investigations in the appropriate manner.

Key Capabilities:

- To provide assessment, diagnosis and treatment at first point of contact from a triage list and act as an autonomous clinician, with the support and guidance from the GPs. It would be desirable to have the skills to assess children as well as adults.
- Ability to see patients in a community setting and to support GPs doing nursing and care home work ie. Occasional visits for acutely unwell patients or via regular home 'rounds'.
- Proactively identify, diagnose and manage treatment plans for patients at risk of developing a long-term condition (as appropriate).
- Diagnose and manage both acute and chronic conditions, integrating both drug and non-drug based treatment methods into a management plan.

- To accurately triage and prioritise patients, including in emergency situations, demonstrating the use of a variety of techniques to elicit the history of an event/illness, including past medical and drug history.
- As required, to provide assessment, diagnosis and treatment for those patients who need to be seen in their place of residence?
- To evaluate clinical information from examination and history taking and initiate appropriate treatment and / or referral, including admission to hospital if required.
- To signpost appropriately to other services in the identified healthcare pathway and to refer patients to appropriate care settings, within locally agreed healthcare pathways.
- To maintain accurate and systematic documentation of patient interactions and clinical care provided, including adverse events.
- To advise and support members of the public on healthy lifestyles, health promotion and disease prevention.
- Ability to support GP administrative workload (pathology results and Docman) with suitable training and support.
- To support the GPs in other duties as required for example assisting with ECGs or other nursing duties where a nurse is not available.

Communication

- To liaise and interact with multi-professional teams across organisational boundaries, including primary care, social services and secondary care providers according to patient needs and appropriate care pathways.
- To maintain communication with all healthcare professionals and outside agencies to ensure seamless, patient-centred service provision.
- To ensure effective communication so that the patient receives the appropriate level of care and wherever possible avoid unnecessary hospital admission.
- To take an active role in maintaining expert communication with all patients, carers and relatives which meets their individual needs.
- To deal with complaints in a calm and courteous manner, ensuring that, wherever possible, complaints are dealt with efficiently and satisfactorily in accordance with local protocols.
- To communicate effectively in demanding and challenging situations, where there may also be hostility.

Professional

- To input to and extract information from clinical IT system.
- To work collaboratively with other members of the health care team such as the District Nursing Team, Mental Health Services, staff in Care Homes, Ambulance Service, and Secondary Care etc.
- To ensure that the wellbeing of patients and staff is maintained in accordance with Practice and PCN policies. To undertake clinical audits in line with the organisations clinical audit plan, and to participate as required in equipment testing and other research.

- To contribute to the analysis of information to inform future development of the service.
- To participate and contribute to clinical meetings
- To identify risks to service provision and highlight them to the Clinical Lead.
- To work within the requirements of Data Protection legislation as it applies to patient records.
- To maintain current professional registration and indemnity.

Organisational

- To operate as an effective member of the Practice team and the PCN
- To maintain accurate and systematic documentation of patient interactions and clinical care provided, including any adverse events, child protection issues or other notifiable matters.
- To provide information to inform the evaluation and efficiency of the role and for performance management purposes as requested.
- To engage in self appraisal and utilise reflective practice to enhance and develop personal and organisational practice.
- To assist in marketing and promoting the role and organisation within the health community both locally and nationally.

Managerial

- To ensure effective time management and prioritisation of workload.
- To ensure the security, safe storage and maintenance of any allocated equipment and goods.
- To ensure practice is within good clinical governance and based on sound up-to-date clinical evidence. Where appropriate, to identify and assess any risks associated with patient care or to oneself and communicate these risks to the appropriate clinical manager

Qualifications

Essential

- Will be experienced Paramedics educated to BSc, post-graduate Cert or Diploma level.

Desirable

- Should either have Prescribing qualifications or be willing to take on appropriate training

Experience

Essential

- Experience of dealing with vulnerable patients
- Experience of working in primary care

Disclosure and Barring Service Check

Person Specification: Specialist Paramedic / Emergency Care Practitioner

	PERSON SPECIFICATION	Essential	Desirable
Qualifications.	Relevant professional qualification e.g Emergency Care/Nurse Practitioner qualification or equivalent	X	
	Non- Medical Prescriber qualification		X
	Nurse practitioner degree <i>or</i> Level 6 degree module in minor illness/injury assessment, diagnosis and management.	X	
	Assessor/Mentorship course		X
	Minimum of three years post registration with demonstrable experience of using diagnostic skills	X	
	Evidence of working within acute clinical practice	X	
	Evidence of working in a community setting		X
	Portfolio of evidence showing achievements in practice/speciality	X	
	Experience of, or a willingness to undertake advanced clinical practice	X	
	Experience in teaching & supporting junior staff/students		X
	Evidence of excellent clinical record keeping	X	
	Evidence of clinical leadership development	X	
	Ability to support patients during acute episodes of illness and to self-manage long term conditions where feasible.	X	
	Good understanding of health policy	X	
	Evidence of diplomatic and negotiation skills	X	
	Able to demonstrate imaginative use of resources	X	
	Excellent communication and leadership skills	X	
	Able to articulate personal development needs	X	
	Ability to reflect & appraise own performance	X	
	Implementation of audit/research recommendations	X	
IM&T	Competence in the use of IT packages including clinical databases.	X	
	Experience of clinical information systems	X	
Audit and Research	Competent in databases and spreadsheets		X
	Demonstrates ability and knowledge on how to undertake audit and feedback to clinicians		X
Personal Attributes.	Adaptable, imaginative, innovative, enthusiastic and a good sense of humour.	X	
	Team Worker	X	
	Ability to relate to people from differing backgrounds	X	
	Ability to motivate others	X	
	Demonstrate positive attitude towards patients & staff.	X	