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| Advanced Practice Nurse Endoscopist - Trainee |
| Example Position DescriptionOFFICIAL |
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**Position Description**

The Advanced Practice Nurse Endoscopist (APNE) trainee role provides the opportunity to advance your nursing career by learning techniques in endoscopy. You will learn how to perform colonoscopies, recognise adenomas in the colon, remove polyps and assist with identifying cancers.

This role also includes the opportunity to see patients in clinic and provide patient focused education. By utilising a holistic approach, the APNE trainee role will increase your knowledge, skills and awareness of endoscopy services. Upon completing the traineeship, your advanced role will qualify you to perform colonoscopies, run nurse-led clinics and many more duties in line with your advanced role.

**Purpose and Accountabilities**

**Role Specific requirements of an APNE trainee:**

* A Registered Nurse with advanced patient assessment skills and demonstrated medication administration competency is required for this position.
* An understanding of and demonstrated skills in gastroenterology/endoscopy procedures and the specific requirements for these procedures to proceed safely.
* A sound understanding of the methods for cleaning and processing flexible endoscopes and their accessories.
* Strong organisation skills and an ability to work well under pressure.
* 12-18 months must be committed to APNE Traineeship.
* Following completion of the APNE Traineeship, a permanent position will be available for an APNE with a minimum of 0.5 EFT (recommended).

The work to be performed is set out in this position description and, where relevant, any professional standards, codes of conduct and ethics issued by the relevant professional association.

**Clinical:**

Work in a multi-disciplinary team to develop the role of the APNE including:

* Collaboration with medical consultants and nurses, with reference to other nurse-lead endoscopy services both nationally and internationally (to further develop and refine the APNE scope of practice).
* Perform nurse lead flexi-sigmoidoscopy/colonoscopy procedures and reporting findings appropriately and effectively.
* Conducting pre and post procedure clinics to assess patients, reviewing findings and undertake health education.
* Undertake periodic skills review and assessment.
* Undertake and successfully complete the endoscopy training and competency program, under the guidance of a Consultant.
* Undertake and successfully complete the Graduate Certificate program for the theoretical component of the chosen approved course of study.
* Establish a safe working environment in which patients receive a higher standard of care.
* Assess the risks involved in the care of patients and develop integrated pathways and protocols to minimise those risks.
* Establish and participate in monitoring methods for the scheduling of procedures and, in collaboration with the multidisciplinary team, ensure compliance with surveillance protocols.
* Ensure staff, patients and carers receive education and health information appropriate to their needs.
* Contribute to the development of criteria for the selection of patients and models of care in accordance with national and international guidelines and standards.
* Audit outcomes in conjunction with members of the multidisciplinary team.

**Research and Audit:**

* Demonstrate knowledge of current work-related research and share the importance of relevant research findings.
* Initiate and/or become involved in research projects in response to identified needs.
* Work in conjunction with other nurse specialists to lead and participate in research, which will improve nursing care, contribute to nursing knowledge in the unit and to the profession.
* Participate in program evaluation activities.

**Communication:**

* Provide effective and consistent leadership and ensure communication is effective between patients, relatives and all members of the multidisciplinary team.

**Professional:**

* Participate in service planning activities to identify service needs and inform the professional development plan.
* Make autonomous clinical and professional decisions, daily.
* Write reports as required to document the progress of the service against targets and timelines.
* Maintain statistical information and data for presentation to relevant internal and external forums and conferences about the APNE role.
* Act as a mentor/preceptor and resource person, as appropriate to the role.
* Develop relationships with professional and educational organisations to promote coherence with evidence-based practice.
* Work in collaboration with other health professionals.

**All Employees:**

* Comply with Health Service policies & procedures, as amended periodically (insert frequency where possible), which can be located at: (Hyperlink)
* Participate in the identification and prevention of risks, and report incidents or near misses that have or could have impact on patient safety
* Comply with the Code of Conduct

**People Management Roles:**

* Ensure clear accountability for quality and safety within the department
* Ensure incident management systems are applied and a response to local issues and performance improvement occurs; ensure the risk management system is functional
* Be aware of and comply with core education, training and development policy

**Selection Criteria**

**Essential Knowledge and skills:**

* Registered nurse with a minimum of five years’ experience
* Continued experience within endoscopy nursing for at least 2 years
* Post Graduate qualification/certificate in any area
* Excellent interpersonal, organisational, and clinical skills
* Be self-motivated and self-aware
* Expressed commitment to undertake and complete all training program requirements
* A commitment to this health services values (list here).

**Desirable but not essential:**

* Participation in clinical research and audit
* Ability to work autonomously, using own initiative
* High level time management skills/ability to prioritise workload
* Approachable, flexible, conscientious, reliable
* Experience and proficiency in keyboarding and computer skills
* Demonstrated excellent team working skills
* Ability to work under pressure to meet deadlines
* A sound understanding of information technology including clinical systems, applications relevant to the management of rostering and risk management reporting or as required for the role and/or department.

**General Information (Suggested Examples)**

**Nursing Award / Classification:**

**Child Safe Environment:**

**Equal Opportunity Employer:**

**Document Review Agreement**

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| **Manager Signature** |  |
| **Employee Signature** |  |
| **Date** |  |

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