

Confidentiality Classification		
C1	<input type="checkbox"/>	Non Confidential
C2	<input type="checkbox"/>	Restricted Confidential
C3	<input checked="" type="checkbox"/>	Restricted External



JOB DESCRIPTION

Job Title: End of Life Care Facilitator

Grade: Level Trans 1 to Level 48

Responsible to: Head of Education

Accountable to: Community Team Leader

Overall Aims of the Post:

- To work in collaboration with the Hospice multi-disciplinary team focusing on patients residing in Care Homes.
- To work with the Acute Trust, GPs, Social Services, Specialist Nurses, specialist placements, patients and relatives, to develop and evaluate agreed care pathways.
- To act as a resource across the health economy within this specialist area, providing expert advice.

Key Areas of Responsibility:

Clinical:

- In collaboration with other members of the multi-disciplinary team, assess the needs of the patients, families and other carers and provide specific advice or support as appropriate providing a comprehensive, flexible and user friendly service.
- Instigate the appropriate support based on best available evidence and work with individuals to achieve the desired outcome
- Actively review and monitor individual patients' ongoing care needs and use skills and knowledge to complete high quality, comprehensive patient-centred assessments.
- Participate in and review completed assessments of need for individual patients, and their families.
- Work in partnership with other professionals and voluntary agencies and families involved in the End of Life Care of patients to promote planned, co-ordinated care.
- Negotiate and agree with patients, carers and other Health Care Professionals actions to be taken and outcomes to be achieved, referring to other services as appropriate.
- Ensure the PCT are updated at regular intervals regarding key achievements and developments that will benefit the identified patient group.
- Maintain adequate computerised records of all patients.
- Facilitate the provision of bereavement support to families and other carers.
- Participate in the provision of information to patients, their carers and care home staff regarding the disease process, treatment and services available.
- Participate in reflective practice and group/individual clinical supervision.

Management:

- The post holder will lead the development of this role in conjunction with equivalent posts within the PCT and Acute Trust.

- The post holder will be accountable for the production of workable plans that are designed to embrace the changing and increasing demands on this service. The plans will include care for cancer sufferers, patients with progressive and enduring conditions.
- To drive delivery of the End of Life Care Development Plan.
- To ensure appropriate and sustainable communication channels are established between the partner agencies including patients and families, acute trust, hospices and Palliative Care services.
- Ensure sound relationships with other professionals and promote working relationships with the PCT and Care Homes.
- Assist the Hospice to develop a rational and sustainable care pathway for referral in emergency situation or crisis.
- Use management skills to develop strategic cover for colleagues who may be absent.
- Efficiently utilise the resources required to meet service objectives.
- Participate in informing Hospice in the Weald's strategy for development of Palliative Care services.
- Participate in business planning and objective setting for the service.
- Assist in the development of policies, procedures and clinical protocols within Hospice in the Weald related to Palliative Care.
- Contribute to statistic and activity reports to Hospice in the Weald using information technology as required.
- Participate in individual performance review.
- With others, participate in appropriate Hospice fundraising activities.

Education:

- To provide teaching and mentorship to other members of the team and to act as a trainer for training programmes within the Hospice.
- Identify the specific education needs of individual patients and carers and facilitate meeting those needs.
- Identify the training and education needs of the multi-disciplinary team together with other senior staff to promote the other specific skills related to Palliative Care.
- To work collaboratively with relevant educational staff to provide teaching programmes to meet needs within our catchment area.
- Identify the specific education needs of care home staff and facilitate meeting those needs.
- Act as a role model and mentor to staff within Hospice in the Weald and our neighbouring Trusts, providing informal education and support to staff in their provision of Palliative Care.

Audit and Research:

- Develop a culture of evidence based practice within the service and, in consultation with managers, to identify and encourage the use of research-based practice with regard to Palliative Care.
- Develop mechanisms for auditing care within the service. In conjunction with senior medical and nursing staff, participate in the development of multi-disciplinary audit and implement changing practice as a result.
- Participate in or support, where appropriate, nursing and/or collaborative clinical research in cancer and palliative nursing.

General:

To be aware of and promote and adhere to the Hospice in the Weald's Health and Safety Policy and any other Policies and Procedures that are appropriate to the role.

Hospice in the Weald is a registered charity. It relies on the local community for a major proportion of its income through fundraising, principally undertaken by volunteers. For this reason it is expected that all members of staff will endeavour to support the fundraising activities of the Hospice, taking appropriate opportunities to explain the way the Hospice is funded and being expected to attend in a voluntary capacity at least two functions a year. We have many unpaid staff working with Hospice in the Weald on a voluntary basis. Their contribution is vital to the Hospice and you will be expected to participate in developing good working relationships with them.

THIS JOB DESCRIPTION IS INTENDED AS A GUIDE ONLY AND IS NOT AN EXHAUSTIVE LIST OF DUTIES. IT IS SUBJECT TO PERIODIC REVIEW IN CONJUNCTION WITH THE POSTHOLDER.

EOLC Facilitator Job Description
Updated by SC/HD 0710



**END OF LIFE CARE FACILITATOR
Person specification**

Essential	Desirable	Assessed By
1 st level registered nurse educated to degree level or equivalent	Masters degree	Application
Post registration experience working in a specialist environment (eg.Oncology centre)		Application
Mentorship/ENB 998 qualification teaching and presentation skills		Application
Significant knowledge and understanding of governmental directives		Application/interview
Management experience with an ability to lead and motivate staff		Application
Excellent communication, interpersonal and organisational skills	Advanced communication skills	Application/interview
Ability to work flexibly and co-operatively with other team members		Interview
Computer literate		Application
The ability to think strategically with knowledge/understanding of national policy frameworks for health and social services, with the ability to interpret and implement policy into practice		Interview
Car owner/driver		Application/interview
Good general health		Occupational Health Assessment
Strong motivation to work for Hospice in the Weald		Interview