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| Person Specification – Lead Practice Nurse |
| Qualifications | Essential | Desirable |
| Registered Nurse [(Nursing and Midwifery Council)](https://www.nmc.org.uk/registration/search-the-register/) |  ü |  |
| Independent Nurse Prescriber |  |   ü |
| Experience | Essential | Desirable |
| Experience of working in a primary care environment |   ü |  |
| Experience of chronic disease management |  ü |  |
| Experience of working autonomously |  ü |  |
| Experience of working as a practice nurse  |  ü |  |
| Experience of managing, leading and developing a team |  |  ü |
| Clinical knowledge and skills | Essential | Desirable |
| Clinical knowledge in the following:· Wound care/removal of sutures and staples· ECGs· Venepuncture· New patient medicals· Immunisations (routine, childhood and travel)· Women’s health (cervical cytology,contraception, etc.)* Requesting pathology tests and processing the results, advising patients accordingly
* Travel medicine
 |  ü |  |
| Chronic disease management awareness for:* Diabetes
* Hypertension
* Chronic Heart Disease
* Asthma & COPD
* Spirometry
 |  ü |  |
| Chaperone procedure |   ü |  |
| Understand the importance of evidence-based practice  |  ü |  |
| Broad knowledge of clinical governance |  ü |  |
| Ability to record accurate clinical notes |  ü |  |
| Ability to work within own scope of practice and understand when to escalate to GP’s |  ü |  |
| Knowledge of health promotion strategies |  ü |  |
| Understand the requirement for PGDs and PSD’s and associated policy |  ü |  |
| Knowledge of public health issues in the local area |   |  ü |
| Awareness of issues within the wider health arena |    |  ü |
| Skills | Essential | Desirable |
| Excellent communication skills (written and oral)polite telephone manner |  ü |  |
| Strong IT skills including EMIS user skills |  ü |  |
| Effective time management (planning and organising) |  ü |  |
| Ability to work as both a team member and autonomously |  ü |  |
| Excellent interpersonal skills |  ü |  |
| Problem solving and analytical skills |  ü |  |
| Ability to follow clinical policy and procedure |  ü |  |
| Experience with audit and able to lead audit programmes |  |  ü |
| Experience with clinical risk management |  |  ü |
| Personal Qualities | Essential | Desirable |
| Polite, confident and kind |  ü |  |
| Flexible and co-operative |  ü |  |
| Motivated, forward thinker |  ü |  |
| Problem solver with the ability to process information accurately and effectively, interpreting data as required |  ü |  |
| High levels of integrity and loyalty |  ü |  |
| Sensitive and empathetic in distressing situations |  ü |  |
| Ability to work under pressure/in stressful situations |  ü |  |
| Effectively able to communicate and understand the needs of the patient |  ü |  |
| Commitment to ongoing professional development |  ü |  |
| Effectively utilise resources |  ü |  |
| Punctual and committed to supporting the team effort |   |  |
| Other requirements | Essential | Desirable |
| Flexibility to work outside of core office hours on occasion |  ü |  |
| Disclosure Barring Service (DBS) check  |  ü |  |
| Occupational health clearance  |  ü |  |
| Meet the requirements and produce evidence for nurse revalidation |  ü |  |
| Evidence of continuing professional development (CPD) commensurate with the role of a practice nurse |  ü |  |

Notes:

The job description and person specification may be amended following consultation with the post holder to facilitate the development of the role, the organisation and the individual.