



*Being there for you  
and your family*

## **JOB DESCRIPTION**

**JOB TITLE:** Practice Development Practitioner

**BASE:** LOROS Hospice

**RESPONSIBLE TO:** Senior Practice Development Practitioner

**HOURS OF WORK:** 30 hours per week

### **JOB SUMMARY:**

- To make an important contribution to LOROS's mission of improving high quality, person centred patient care through flexible programmes of education and training.
- To work in the Hospice and across Leicester, Leicestershire & Rutland: facilitate learning through leading, coordinating, delivering and training short courses and study days with a particular emphasis on palliative, end of life care and communication skills; support clinical staff to develop academic, mentoring and coaching skills; help to address the educational requirements of practice as identified by line manager, Heads of Department, team leaders and Educators.
- To maintain and further develop their clinical expertise in an agreed chosen area of practice.

### **DUTIES & RESPONSIBILITIES:**

1. To promote high quality, holistic, individualised end of life care by identifying and developing the skills and knowledge of Registered professionals within LOROS and the wider Health Community to ensure best practice and high-quality services to all patients at life's end.
2. Maintain an identifiable clinical presence in LOROS and undertake relevant clinical activities to maintain own clinical competency and to support staff in developing clinical practice.
3. Undertake teaching and training in a wide range of educational settings (Universities, FE Colleges & Schools) to promote high-quality, person-centred care associated with palliative and end of life care needs
4. Undertake teaching and training in health care settings (Nursing Homes, Care Homes, GP Practices, other Charity settings including Hospices) to promote high-quality, person-centred care associated with palliative and end of life care needs
5. Undertake evaluation and quality assurance / improvement cycles associated with education, training and development activities
6. To work autonomously within the recognised boundaries of the remit of the post holder's professional registration and organisational policy.
7. Contribute to research activities within LOROS under the supervision of the Research Manager

8. To work in collaboration with the Education Delivery team to ensure a unified approach to meeting the educational and developmental needs of Registered Nurses, Allied Health Professionals, Healthcare Assistants and Clinical Apprentices within LOROS.
9. Liaise with line manager, Heads of Department, team leaders and Educators, to identify the development and training needs of the Registered Nurses, allied Health Professionals, Healthcare Assistants and Clinical Apprentices.
10. In collaboration with the Education Team contribute to the development and delivery of in-service training and development programmes within LOROS and the Leicester, Leicestershire & Rutland health and care community.
11. To maintain own personal professional development and act in accordance with their recognised professional body's code of conduct (e.g., NMC or HCPC).
12. To promote a reflective learning environment where individuals evaluate and deliver care based on evidence and best practice and supports revalidation where relevant.
13. To work in collaboration with Team Leaders to ensure the effective induction, preceptorship and mentoring of all new Registered Nurses and Allied Health Professionals.
14. To assess all new Registered Nurses and Allied Health Professionals clinical competencies to maximize potential in the workforce.
15. To assist in the development and review of relevant clinical guidelines and policies.
16. To continue with the implementation and progression of the Competency Framework.
17. To encourage a climate of confidence by acting as a change agent facilitating an environment of openness and questioning, using a coaching approach.
18. Provide leadership, clinical support and practice development, acting as a role model and focusing on competencies, service improvement, communication, improved co-ordination, reflective practice, coaching, action learning and continuing professional development.
19. To attend relevant meetings and provide reports reflecting the progress and development of clinical staff development.
20. Engender a culture of safe practice by promoting staff adherence to policies/procedures to minimise risk to patients, staff and others.
21. Promote and enhance evidence-based practice and ensure that a learning environment based on the principles of lifelong learning and training/education is fostered.
22. Maintain awareness of current developments in end-of-life care and the implications that they may have on educational programmes.
23. Participate in evaluation and audit in order to monitor effectiveness and impact of learning on practice.
24. Liaise with key stakeholders to ensure a collaborative approach is taken to education and development which avoids duplication and promotes activities which build upon current provision.
25. To contribute to the planning/delivery of mandatory, clinical skills and essential for role training within LOROS.
26. Share the vision and priorities to promote and market LOROS education and research activities

## **GENERAL:**

All staff are subject to Equal Opportunities Legislation, the Data Protection Act and LOROS Confidentiality Policy.

To carry out and comply with the prevention and control of infection as per LOROS policies and procedures.

All staff are subject to LOROS policies, procedures and conditions of service, with reference to the Health and Safety at Work Act 1974.

Take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

The post holder is responsible for safeguarding the interests of children and adults who they come into contact with during their work. To fulfil these duties post holders are required to undertake mandatory training to recognise the signs and symptoms of abuse, or neglect, or individuals at risk and to follow LOROS policies relating to safeguarding practice including reporting any concerns that they may have.

To observe the hospices Equality, Diversity & Inclusion Policy and Statement which states our commitment to treating everyone with dignity and respect, irrespective of their protected characteristic.

- Promote equality, diversity and inclusion in working practices by developing and maintaining positive working relationships that ensure colleagues are treated fairly and have a voice by contributing to the development of fair and equitable working practices.
- Ensure that colleagues are treated fairly. Staff must ensure their behaviour does not constitute to discrimination and have a voice to challenge others behaving inappropriately and not in line with the hospice's values. Be supportive of colleagues or service users who wish to raise concerns about inappropriate practices or experiences.

Co-operate with their employer as far as is necessary to meet the requirements of the legislation.

All staff should be aware of and aim to contribute to LOROS' Vision and Mission and also strive to exhibit the Values & Behaviours at all times (see attached document).

**The contents of this job description are not exhaustive and may be amended in accordance with the needs of the service after discussion with the post holder whose agreement will not be unreasonably withheld.**

Signed..... Date.....  
**Postholder**

Signed..... Date .....

**Line Manager**



# Our vision and mission



## Vision

(Our long term aspiration for our society)

Everyone with an incurable illness has the right to excellent care. This should value and respect their uniqueness and their own choices. People should be enabled to live and die with dignity and with appropriate and compassionate support for themselves and their loved ones.



## Mission

(Our goals and activities in working towards our Vision)

**LOROS** is a charity whose aim is to enhance the quality of life of adult patients with cancer, progressive neurological conditions and end-stage organ failure for whom curative treatment is no longer possible. Patients are treated at the Hospice and in the community based upon clinical need, regardless of background and the ability to pay.

**LOROS** specialises in holistic, multidisciplinary care, focused on the whole person and including family and carers. The care given takes into account the patients' physical, psychological, social and spiritual needs as well as their own choices. Family members are supported in adjusting to loss and bereavement.

**LOROS** contributes to the education and training of its own and other health and social care professionals and of volunteers. The charity is also committed to research in order to improve the understanding and practice of palliative care.

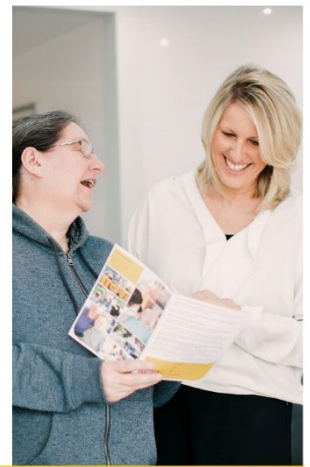
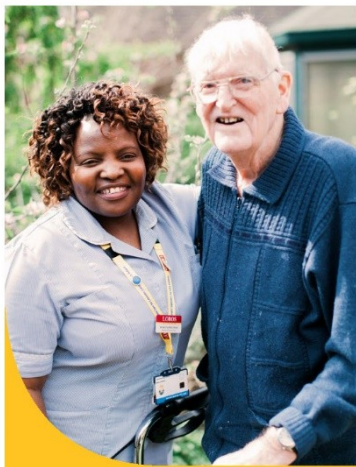
**loros.co.uk**

Registered Charity No: 506120

# LOROS

Hospice Care for Leicester, Leicestershire & Rutland

Being there for *you*  
and *your family*



# Our values and behaviours



## **Professional**

Showing respect to patients and families, as well as members of our community, staff and volunteers.



## **Focused**

On exceptional quality service and support for patients and families whilst listening, learning and adapting to their diverse needs.



## **Collaborative**

Working together as colleagues and with local, regional and national partners to grow meaningful relationships and achieve sustainability.



## **Compassionate**

Showing kindness, discretion and sensitivity as we care for our patients, families, our community, staff and volunteers.



## **Trustworthy**

Be honest, reliable and consistent, showing respect and dignity in everything that we do.



## **Accountable**

To our patients, their families, our community, staff, volunteers and external organisations/bodies.

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# LOROS

Hospice Care for Leicester, Leicestershire & Rutland

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# LOROS KEY FACTS

## SEPTEMBER 2018

LOROS Hospice is a registered charity and also a company limited by guarantee which is governed by a Board of up to 15 unpaid voluntary Trustees. It is regulated by the Charity Commission, Companies House and the Care Quality Commission.



>2,500

No. of individuals receiving patient care from LOROS per year



Of whom  
665

admitted to Inpatient Ward



31

beds in Inpatient Ward



343

employees

1,500

regular volunteers



Average length of stay

14 days



£560

Cost per bed/day including overheads



Cost per attendance for Day Therapy £305

Day therapy now offers support to patients by a much wider range of professionals including physio, occupational and complementary therapists, doctors and chaplaincy.

Cost per hour of running the charity

£8.2M

Expenditure on patient care per year

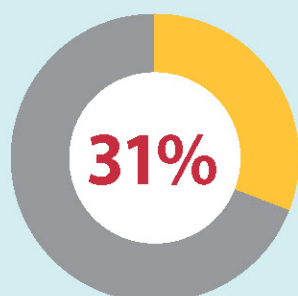
£6.0M

Minimum amount of income to be raised per year

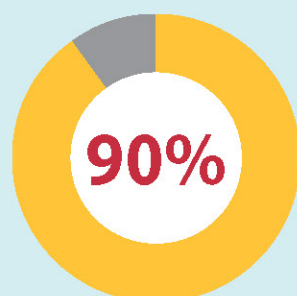
Excludes the activity of LOROS Education, which is a self-funding service.



£932



Portion of expenditure covered by NHS



Portion of charity costs directed to care services

2,165

participants in LOROS educational activities per year



24,950

LOROS Lottery numbers



29

LOROS Shops

All money raised is spent locally in Leicester, Leicestershire and Rutland.

**LOROS**

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[loros.co.uk](http://loros.co.uk)

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