

| Person Specification – Advanced Clinical Practitioner                                  |           |           |
|----------------------------------------------------------------------------------------|-----------|-----------|
| Qualification                                                                          | Essential | Desirable |
| Registered ACP- Full NMC / HCPC Registration with no restrictions                      | ✓         |           |
| Master's degree level in relevant area of expertise                                    | ✓         |           |
| Non-Medical Independent Prescriber Qualification                                       | ✓         |           |
| Experience                                                                             | Essential | Desirable |
| Experience of working in a primary care environment                                    |           | ✓         |
| Experience of working as an Advanced Clinical practitioner                             | ✓         |           |
| Experience in triage                                                                   | ✓         |           |
| Experience of dealing with a range of clinical conditions                              | ✓         |           |
| Experience of providing home visits                                                    |           | ✓         |
| Experience pf providing Urgent on the day care                                         | ✓         |           |
| Clinical knowledge & skills                                                            | Essential | Desirable |
| Ability to effectively triage, assess and diagnose                                     | ✓         |           |
| Wound care                                                                             |           | ✓         |
| Chaperone procedure                                                                    | ✓         |           |
| Requesting pathology tests and processing the results, advising patients accordingly   | ✓         |           |
| Understands the importance of evidence-based practice                                  | ✓         |           |
| Broad knowledge of clinical governance                                                 | ✓         |           |
| Ability to record accurate clinical notes                                              | ✓         |           |
| Ability to work within own scope of practice and understanding of when to refer to GPs | ✓         |           |
| Knowledge of public health issues in the local area                                    |           | ✓         |
| Awareness of issues within the wider health arena                                      |           | ✓         |
| Knowledge of health-promotion strategies                                               |           | ✓         |
| Skills                                                                                 | Essential | Desirable |
| Excellent communication skills (written and oral)                                      | ✓         |           |
| Previous use of TTP/SystemOne                                                          |           | ✓         |
| Strong IT skills                                                                       | ✓         |           |
| Clear, polite telephone manner                                                         | ✓         |           |
| Competent in the use of Office and Outlook                                             | ✓         |           |
| Effective time management (planning & organising)                                      | ✓         |           |
| Ability to work as a team member and autonomously                                      | ✓         |           |
| Good interpersonal skills                                                              | ✓         |           |
| Problem-solving & analytical skills                                                    | ✓         |           |
| Ability to follow clinical policy and procedure                                        | ✓         |           |
| Understanding of the audit process                                                     | ✓         |           |
| Understanding of clinical risk management                                              | ✓         |           |

| <b>Personal qualities</b>                                                                                        | <b>Essential</b> | <b>Desirable</b> |
|------------------------------------------------------------------------------------------------------------------|------------------|------------------|
| Polite and confident                                                                                             | ✓                |                  |
| Flexible and cooperative                                                                                         | ✓                |                  |
| Motivated, forward thinker                                                                                       | ✓                |                  |
| Problem-solver with the ability to process information accurately and effectively, interpreting data as required | ✓                |                  |
| High levels of integrity and loyalty                                                                             | ✓                |                  |
| Sensitive and empathetic in distressing situations                                                               | ✓                |                  |
| Ability to work under pressure / in stressful situations                                                         | ✓                |                  |
| Able to effectively communicate and understand the needs of the patient                                          | ✓                |                  |
| Commitment to ongoing professional development                                                                   | ✓                |                  |
| Effectively utilises resources                                                                                   | ✓                |                  |
| Punctual and committed to supporting the team effort                                                             | ✓                |                  |
| <b>Other requirements</b>                                                                                        | <b>Essential</b> | <b>Desirable</b> |
| Flexibility to work outside core office hours if indicated                                                       |                  | ✓                |
| Disclosure Barring Service (DBS) check                                                                           | ✓                |                  |
| Occupational Health clearance                                                                                    | ✓                |                  |
| Registration with appropriate professional body                                                                  | ✓                |                  |
| Possess a valid driving license and transport for home visits                                                    |                  | ✓                |