



# MASH

Medway Asthma Self-Help

131 Watling Street, Gillingham, Kent ME7 2YY

Tel: 01634-855844

E-mail: [admin@medwayasthmaselfhelp.co.uk](mailto:admin@medwayasthmaselfhelp.co.uk)

[www.medwayasthmaselfhelp.co.uk](http://www.medwayasthmaselfhelp.co.uk)

Facebook: @Medway.selfhelp Twitter: @MedwayAsthma



## **Role Description and Person Specification**

### **Asthma Specialist Nurse**

MASH has provided a free community service for over 25 years to residents of Medway, who either self-refer, or who are referred by a GP or recognised Healthcare Professional.

During this time MASH has worked well with Primary and Secondary care to improve asthma care across Medway.

Information, advice and awareness raising is offered to people with asthma, as well as to healthcare professionals, if they lack the specialist knowledge and experience.

MASH is dependent upon grants, and donations for its ongoing operation, and has been successfully operating in Medway since 1996.

MASH is a Charitable Incorporated Organisation (CIO), registered at the Charities Commission, Charity number 1196597



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### Job Specification

<b>Name of /body</b>	Medway Asthma Self Help Group (MASH)
<b>Role title</b>	Asthma Specialist Nurse / Band 6/7 dependent on qualifications / experience
<b>Main purpose of the role</b>	To provide a nurse-led asthma clinic on a weekly basis, promoting a safe environment and culture for children, young people and vulnerable adults, who have either been diagnosed with asthma or suspect they might have it.
<b>What you will be doing</b>	<ol style="list-style-type: none"> <li>1. Prepare for the asthma clinic appointments</li> <li>2. Listen to patients' reasons for attending MASH and establish best way to address these</li> <li>3. Assess patients using an attendance form questionnaire</li> <li>4. Undertake spirometry, FeNO testing and peak flow monitoring as necessary</li> <li>5. Observe inhaler technique and demonstrate with video if needed</li> <li>6. Discuss new or changed treatment regime / inhaler device with patient and communicate this to the patient's GP via a letter for the patient to take to the surgery</li> <li>7. Communicate to patient / parent / carer at an appropriate level about recommendations for changing medication and devices (inhalers), initiate personalised Asthma Action Plans, and provide monitoring and information leaflets (see Asthma &amp; Lung UK for further information)</li> <li>8. Review asthma triggers and make a follow-up appointment for Allergy Skin Prick Testing if thought helpful</li> <li>9. Prepare for and deliver Allergy Skin Prick Testing clinics</li> <li>10. Maintain up-to-date patient records in accordance with MASH's record keeping standards and ensuring patient confidentiality</li> <li>11. Ensure that any equipment used in the clinic is cleaned and maintained, liaising with suppliers of equipment when needed</li> <li>12. Work with MASH admin staff to ensure stocks of consumables are available as needed</li> <li>13. Evaluate changes in treatment at subsequent follow-up clinics, and repeat FeNO testing if appropriate</li> <li>14. Keep up to date with mandatory training on Safeguarding, Data Protection, Health and Safety, Infection Control, BLS and make recommendations to MASH as to any changes required in clinic or record keeping protocols</li> </ol>
<b>When and where you will be doing it</b>	<p>The MASH hub at 131 Watling Street, Gillingham, Kent. ME7 2YY</p> <p>Clinics are currently held on Friday afternoons from 14:00-17:00, but are dependent upon Nurse and volunteer availability and maybe negotiable.</p> <p>Occasionally and with prior agreement, similar clinics run at other locations throughout Medway</p>
<b>Remuneration</b>	The position will pay at NHS Band 6/7 (pro-rata) per clinic session (typically 3 Hours), dependent on experience and qualifications, reviewed annually.



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<b>Who you will be responsible to</b>	The line manager for this role will be a designated member of the Board of Trustees
<b>Training requirements</b>	Training and guidance will be provided in MASH operating procedures and where required further technical training will be provided in Spirometry, and Allergy Skin Prick Testing. Any further advanced training requirements might be possible and will be discussed with the Line Manager and Trustees.
<b>Support you will be given</b>	MASH administration staff and or volunteers will: coordinate the clinic appointment diary, support record keeping and consumable stock keeping. MASH will support enhanced training and CPD, by mutual agreement.
<b>General information</b>	The MASH Asthma Specialist Nurse will be required to act in accordance with the Nursing and Midwifery Council Code of Professional Conduct and Scope of Professional Practice and be accountable for his/her conduct at all times.

<b>Created by:</b>	<b>Date:</b>
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### Person Specification

Criteria	Essential	Desirable
Knowledge	The causes, health indicators and treatment of asthma in children, young people and adults	The ability to differentiate different causes of presented symptoms e.g. COPD
Skills	a) Excellent verbal and written communication skills b) Providing evidence based, up to date advice according to current BTS / SIGN, GINA and NICE Guidelines	Confident in communicating, not just at patient level, but also with health practitioners, parents and carers, to improve patient outcomes.
Experience	i) Minimum of 5 years field experience of diagnosing and assessing asthma in children, young people, adults and vulnerable people ii) Ability to work as an autonomous practitioner, supporting patients and their families and carers	10 years similar field experience
Personal Attributes	Motivated to work within the charity sector as part of a small team of volunteers committed to maintaining MASH's standing within the community	
Qualifications/Training	<ul style="list-style-type: none"> <li>Registered General Nurse (RGN) or Registered Children's Nurse (RCN)</li> <li>NMC Registration (with sufficient working hours to maintain it)</li> </ul>	Recognised Asthma qualification
Availability	Available to take up the position by 1 <sup>st</sup> October 2024  Available Friday afternoons to run the scheduled clinics	
Other	<ul style="list-style-type: none"> <li>Indemnity through Royal College of Nursing or equivalent</li> <li>Hold an Enhanced Disclosure and Barring Certificate and maintain annually</li> <li>Be prepared to agree a 3-month minimum notice period</li> </ul>	MASH will operate with a single Asthma Nurse and schedule appointments up to 3 months in advance. Flexibility and advance warning of potential absences are critical to the successful operation of the MASH clinic.