



Job Title:	Trainee General Practice Nurse
Accountable to:	Lead General Practice Nurse / Practice Manager in recruiting practice
Service:	General Practice employers in Barnet, Camden, Enfield, Haringey, and Islington, offering the GPN Trainee Programme package
Hours of work:	Full time (37.5 hrs)
Remuneration:	Depending on experience; at minimum, a mid-point AfCh band 5 i.e., £30,639 per annum + London weighting depending on the location of the employer + oncosts.
Contract length:	Permanent

About us:

North Central London Training Hub

North Central London Training Hub is supporting practices across Barnet, Camden, Enfield, Haringey, and Islington, in recruiting nurses into a General Practice Nursing (GPN) training programme starting in January/February 2024.

The NCL Training Hub has been established to enhance training, education, and workforce development – with specific focus on enhancing the recruitment of new, and retention of current, staff. The NCL Training Hub has developed innovative educational and workforce initiatives for primary, community and social care. During 2021-22, these innovative models have been shortlisted and won national awards, including from HSJ and Nursing Times.

Our vision is: “We help enable North Central London’s delivery of high-quality health and care for our communities by supporting learning environments and educators to train and develop a health and care workforce that is diverse, inclusive and empowered to reach its full potential”.

The purpose of the Training Hub is to support team working across professional and organisational boundaries to prevent fragmentation and duplication of care. Training Hubs are seen to be the main vehicle to deliver workforce development, training, and education in local areas.

The North Central London Training Hub is made up of five local borough-based hubs (Barnet, Camden, Enfield, Haringey, and Islington) that work collaboratively across the local ICS footprint to support key workforce agendas.

north central london TRAINING HUB

Haringey GP Federation
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Role Summary:

North Central London Training Hub is supporting practices across Barnet, Camden, Enfield, Haringey, and Islington, in recruiting nurses into a General Practice Nursing (GPN) training programme starting in January/February 2024.

We actively encourage both newly qualified RNs and experienced RNs to apply for the role.

You will be employed by a practice on a full-time basis but work part time whilst studying at a Higher Education Institute (HEIs) in London. You will be supported in the practice to develop core competencies and capabilities of a GPN.

You will be able to train via one of the two available pathways – Academic or Foundation.

The Academic GPN pathway offers you employment in General Practice with the opportunity to study for a Post Graduate Diploma in General Practice over one-year full time or two years part time.

The Foundation pathway offers you employment in General Practice, as well as 'start up' skills-based training for newly qualified nurses (NQNs) and/or nurses new to employment in General Practice; it is delivered over three to eight months.

Additional support and fellowship/preceptorship will be provided by the NCL Training Hub over the first 2-3 years of your career in General Practice.

NB NCL Training Hub is acting as a facilitator of the recruitment process on behalf of General Practices based in the boroughs of Barnet, Camden, Enfield, Haringey, and Islington; all employment contracts will be held by individual General Practice employers.

Please visit the [NCL Training Hub website](#) for a full overview of the recruitment process.

Main Duties:

We are looking to recruit nurses who want to work in Primary Care whilst further developing their career. This is an exciting and varied career, requiring autonomous practice whilst being part of a multidisciplinary team. Within this post you will be able to care for patients from birth to older adults, those with long term conditions, as well as provide preventative care.

Successful candidates will need to bring enthusiasm and confidence to develop their role in the complex and rewarding context of General Practice and will be offered a contract of employment with a GP practice located across either Barnet, Camden, Enfield, Haringey, or Islington.

General Practice Nurses care for patients who have self-referred or been referred by the multidisciplinary team for appropriate care. The unique aspects of Nursing in Primary Care include building up rapport with patients and their families over time, also described as care from cradle to grave. Practice Nursing is becoming a career choice with expanding clinical and academic opportunities (DOH, 2017).

Future career opportunities in Primary Care can range from specialising to Advanced Clinical Practice, education, research, and management roles.

Aim of the role:

This role is for Nurses new to General Practice. Trainees will be supported by a designated practice for part of their time, as well as North Central London Training Hub, the Lead General Practice Nurse, and the HEI.

The role of the General Practice Nurse is expanding as the NHS now funds education to degree or post graduate diploma level. The Academic programme is delivered in partnership with participating



Universities. If successful, trainees will be awarded either a BSc (Hons) in Primary Care (Practice Nursing) or a Post Graduate Diploma (PG Dip) according to the academic ability at the start of the programme.

Key working relationships

Internal: working with all clinical and non-clinical staff within the designated General Practice Team, accountable to the GP employers as well as the Lead General Practice Nurse.

External: working with other practices in local networks and with the Training Hub and Clinical Commissioning Group (CCG) at a Borough level.

Main duties and responsibilities

The role will expand following training and competency assessment over the training period to include cervical screening, sexual health and contraception, cancer screening, health promotion and disease, prevention, wound care, management of vaccination programmes for children and adults (including travel health) and chronic disease management.

Key impact areas

- Positively impacting the public health of patients and residents via vaccinations, screening etc.
- Providing care to those with complex and chronic disease, physical and mental problems, enabling them to stay well and out of hospital
- Supporting families and carers who are caring for those with mental or physical problems and distress
- Maintaining and improving excellence within the primary care team

Personal development and training

We actively encourage development and are committed to offering learning and development opportunities for all full-time and part-time employees. To support this, you must attend all statutory and mandatory training as required.

You are expected to work in ways that demonstrate an understanding and commitment to our values as follows:

- We will work together to put patients at the heart of their care
- Deliver high quality care that achieves the best patient outcomes
- Focus our work to help reduce inequalities
- Promote healthy lifestyles and self-care
- Take an evidence based public health approach
- Develop and value all staff
- Be open and transparent with a no blame culture

Performance management and appraisal

You are expected to participate in individual performance management processes and reviews.

Health and safety at work

You have a responsibility to work within the General Practice health and safety policies and procedures to ensure that agreed safety procedures are carried out to maintain a safe working environment for employees, patients, and visitors.



Infection Control

Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

Confidentiality / Data protection / Freedom of information

You are expected to maintain the confidentiality of information about patients, staff, and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Risk management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the risk management strategy and emergency procedures and attend training as required.

Conflict of interest

You are required to declare any interest, direct or indirect with contracts involving General Practice and should not further your private interests during your work.

Equality and diversity

The recruitment process for these posts is managed by the Training Hubs and Universities. We value equality and diversity in employment and in the services we provide. We will work hard to ensure that all job applicants, employees, and service users are treated fairly and valued equally regardless of sex, marital status, domestic circumstances, age, race, colour, disablement, ethnic or national origin social background or employment status, sexual orientation, religion beliefs, HIV status, gender reassignment, political affiliation, or trade union membership.

Code of conduct

You are expected to follow the General Practices code of conduct for employees and managers.

Safeguarding adults and children

You must make yourself aware of your responsibilities to maintain the wellbeing and protection of vulnerable children and adults. If you have reason for concern that a patient is at risk, you should escalate this to an appropriate person, such as your manager, a safeguarding lead, or any other appropriate colleague.

Budgetary management

If you have responsibility for a budget, you are expected to operate within this and under the General Practices policies and guidance.

Review of this Job Description

This job description is intended as an outline of the general areas of activity and final JD will be provided by the employing organisation and may be amended in the light of the changing needs of the organisation.



Person Specification

This is a specification of the qualifications, knowledge, skills, and abilities, that are required to effectively carry out the responsibilities of the post (as outlined in the role description) and forms the basis for selecting a candidate.

Criteria for Selection	Essential	Desirable	Measurement (Application Form - AF ; Interview - IV ; Certificate - C ; Presentation - P ; Test - T)
Education/Qualification <ul style="list-style-type: none"> • Registered Nurse (NMC) • Qualification at Diploma level in Adult Nursing • First degree in Adult Nursing 	<ul style="list-style-type: none"> ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	<p style="text-align: center;">AF & C</p>
Experience <ul style="list-style-type: none"> • No experience is necessary for this training post. You can apply as a Newly Qualified RN. Equally, you can transition from another area of nursing if you have qualified as a Registered Nurse 		<ul style="list-style-type: none"> ✓ 	<p style="text-align: center;">AF & C</p>
Knowledge <ul style="list-style-type: none"> • Good foundational knowledge in all basic physiology and anatomy of the human body • Understanding of professional NMC conduct & attitudes and ability to apply these in practice • Understanding physical health promotion • Interest in working with people within mental Health, Health Inequalities and Frailty cohorts and/or of willingness to develop further knowledge and skills in these areas 	<ul style="list-style-type: none"> ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	<p style="text-align: center;">AF & IV</p>
Skills / Abilities <ul style="list-style-type: none"> • Ability to communicate clearly both verbally and in writing • Ability to use IT systems • Commitment to learning about new areas of clinical care and how to apply knowledge in practice • Ability to work without constant supervision but remain within safe boundaries of competence 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ 		<p style="text-align: center;">AF & IV</p>



<ul style="list-style-type: none"> • Ability to prioritise own workload and that of others in the face of competing pressures • Ability to demonstrate flexibility in practice to suit the different patient needs • Excellent negotiation and problem-solving skills, analytical and reflection skills • Ability to advocate on behalf of clients and carers • Ability to maintain a high-quality service 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ 		
<p>Personal Qualities</p> <ul style="list-style-type: none"> • Willingness to learn and develop • Leads by example • Willingness to ensure the employing organisation's values are demonstrated by themselves every day and that any matters of concern are addressed in a timely manner, either directly or raised with the relevant line manager or through the relevant processes within the employing organisation's policies and protocols 	<ul style="list-style-type: none"> ✓ ✓ ✓ 		<p>AF & IV</p>
<p>Additional Requirements</p> <ul style="list-style-type: none"> • Fitness Analysis as appropriate • Ability to travel between Haringey Practices and to the University efficiently meet the training and service needs 	<ul style="list-style-type: none"> ✓ ✓ 		<p>AF & IV</p>

Disclosure and Barring Service Check

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.

UK Registration

Applicants must have current UK professional registration and settled status.