

Job description

Position	Lead Research Nurse
Grade	Band 8a
Location	The Princess Alexandra Hospital NHS Trust
Hours	37.5
Responsible to	Head of Research, Development & Innovation
Accountable to	Chief Nurse

Our Organisation

The Princess Alexandra Hospital NHS Trust (PAHT) provides a full range of general acute, outpatient and diagnostic services at The Princess Alexandra Hospital in Harlow, the Herts and Essex Hospital in Bishop's Stortford, and St Margaret's Hospital in Epping.

We employ 3,500 staff and serve a local population of around 350,000 people living in west Essex and east Hertfordshire, centred on the M11 corridor and the towns of Harlow, Bishop's Stortford and Epping. Our extended catchment area incorporates a population of up to 500,000 and includes the areas of Hoddesdon, Cheshunt and Broxbourne in Hertfordshire.

Our Values

The Princess Alexandra Promise to our patients as identified by our 3 values which will contribute to improving our patient experiences:

Patient at heart – Always holding the patient and their wellbeing at the centre of our thoughts and efforts

Everyday excellence – Sharing and celebrating our successes, being honest when we get it wrong, giving us the ability to learn from both

Creative collaboration – Knowing strength comes from diversity, we combine our experiences, skills and talents, working together to find new and better ways to care

The Trust believes in investing in all our staff and rewarding high standards of care whilst building for excellence and in return we expect our staff to uphold the Trust values to the highest level.



Job summary

The Lead Research Nurse is a senior member of the Research and Development Team with overall responsibility for research support provided by the research nurses, clinical trials practitioners and pharmacy trials staff. This includes:

- Responsible for managing and providing effective senior professional leadership for all research nurses and Allied Health Professionals (AHPs). To include developing individuals and practice through effective recruitment, appraisal, continual professional development, discipline, therefore ensuring the provision of a safe and evidence based service to all research participants.
- Responsible for the delivery of commercial and non-commercial research to time and target at the Trust; including robust feasibility, quick set-up, proactive study performance management to monitor progress of all commercial studies and support sponsors and sites to ensure studies are delivered to time and recruitment target.
- Management and work planning of nursing and AHP Workforce, recruitment, appraisal, training, sickness/absence and expenses.
- Responsible for contributing to the R&D Group meetings and attendance at other relevant Trust-wide meetings, as appropriate.

Scope and range

- The Princess Alexandra Hospital NHS Trust falls within the East of England Regional Research Delivery Network (EoE RRDN). EoE RRDN is part of the National Institute for Health Research, Research Delivery Network Coordinating Centre (RRDNCC) which is funded by the Department of Health and Social Care (DHSC) to enable the health and care system to attract, optimise and deliver research across England. The RDN replaced the Clinical Research Network (CRN) ON 1st October 2024.
- Provide proactive and targeted support for researchers across The Princess Alexandra Hospital NHS Trust.

Duties and responsibilities

Key

- To be responsible for the management of nursing aspects of clinical research studies, including provision of robust feasibility reviews for studies involving patient consent.
- Jointly responsible, with the Head of RD&I, for the delivery of research to time and target.



- Responsible for providing professional, managerial and development liaison for research health professionals between wards and departments.
- Responsible for carrying out workforce planning to scope potential models for research nurse and research-AHP management across the Trust and use this information to inform longer-term planning.
- Responsible for service development and research strategy implementation, as directed by the Head of RD&I.
- To manage the clinical research support team. This is to include the team working to a defined set of competencies, with access to relevant training and for maintenance of training records for relevant staff.
- To ensure that all risks relating to the role are dealt with or escalated in accordance to Trust policy to ensure legal compliance, patient safety and data integrity.
- To deputise for the Head of RD&I as required.

Principal

- Act as provider of nursing expertise and to ensure Trust-wide compliance for research nurses with statutory responsibilities and requirements of the Nursing & Midwifery Council (NMC).
- Develop and implement nursing policies, procedures and guidelines in support of evidence based practice and expansion of the scope of professional practice with regards to implementing the Trust Research Strategy.
- Ensure robust local induction into the Trust for a new research nursing and AHP staff.
- Ensure that all research activity carried out by research nurses is performed according to ICH GCP guidelines, NMC code and UK Policy Framework for research and Health and Social Care; and all other legislation and guidance relating to clinical trials, including the Trust's Standard operating Procedures and Internal Guidance.
- Ensure that Adverse events/Serious Adverse Events (AE/SAE) are reported according to Trust SoP's and Research Protocols and that lessons are learnt, practice changed and sustained. This includes the use of the Trust's Datix system to capture and report on risk events.
- Ensure patients/carers are provided with written information relevant to the research study and are given the opportunity to discuss the research study or clinical trial adequately at the out outside and during the course of the research or clinical trial in which they are being asked to participate (i.e., informed consent).



- To ensure the safe custody and administration of drugs and therapeutic substances in accordance with legal requirements and in line with Standard Operating Procedures and Trust Policy to ensure all staff adhere to these standards.
- Support patients in making an informed treatment choice by providing specialist knowledge in relation to the disease process, treatment options and treatment side effects.
- Maintain high standards of care by personal example and conduct and to be a credible practitioner in the area.
- Act as a resource to other staff in the provision of on-going advice and support relating to effective informed consent, care of the patient during the clinical trial and adverse events.
- Maintain a strong and current working knowledge of relevant developments regarding clinical research delivery, regulation and governance.
- Maintain up to date knowledge of all guidelines and legislation relevant to role and to support the development of policies and internal guidance.
- Work together with lead researchers in the region to support the implementation of relevant NIHR initiatives.
- Encourage and support nursing and associate staff in undertaking research projects.
- Promote professional development of nurses and associated staff by the use of research based practice.
- Make contact and maintain relationships with other research nurse groups within the region, developing mutually beneficial working practices.
- Responsible for the delivery of the Trust's R&D Strategy in relation to areas of responsibility.
- Act as Budget Manager within delegated limits.

Delivery and Management of commercial & non-commercial research

- Responsible for the delivery of commercial research to time and target including robust feasibility, quick set-up, proactive study performance management to monitor progress of all studies and support sponsors and sites to ensure studies are delivered to time and recruitment target.
- Ensuring that NIHR performance metrics are adhered to in relation to 1st patient recruitment deadlines and site activation.
- Maintain good working relationships with all relevant external stakeholders including Industry, Non-Commercial Research Funders and Charities.



- Identify barriers to study recruitment/participation and develop approaches to overcome these, as they relate to areas of responsibility, and increase recruitment
- Support work to ensure that the Trust is prepared for regulatory inspections e.g., Medicines and Healthcare Products Regulatory Agency or Care Quality Commission ensuring successful outcomes for the Trust.
- Liaise with all members of the multi-disciplinary teams, to ensure optimal care provision when managing trial patients.
- Implement a specialist plan of care for trials patients. Provide continuity of care to patients and their carers throughout their treatment programme. Provide specialist advice about the disease process, treatment and management of side effects.

People Development

- Responsible for the effective recruitment and selection of staff in line with the Trust's recruitment Process
- Ensure staff are appraised annually, have clear objectives which align to department and corporate objectives and personal development plan.
- Identify training and development needs of staff in line with departmental and Trust Objectives and ensure all new staff receive core and departmental induction.
- Communicate complex clinical trial/research information to a range of healthcare staff to ensure understanding of research/trials requirements and secure support for research.

This job description may be subject to change according to the varying needs of the service. Such changes will be made after discussion between the post holder and the manager. All duties must be carried out under supervision or within Trust policy and procedure.



Person specification

Position	Lead Research Nurse
Grade	Band 8a

Evidence for suitability in the role will be measured via a mixture of application form, testing and interview. Essential: E Desirable: D

Trust values	
Patient at heart – Always holding the patient and their wellbeing at the centre of our thoughts and efforts	E
Everyday excellence – Sharing and celebrating our successes, being honest when we get it wrong, giving us the ability to learn from both	E
Creative collaboration – Knowing strength comes from diversity, we combine our experiences, skills and talents, working together to find new and better ways to care	E

Education and qualifications	
Registered Nurse on the appropriate part of the NMC register with broad clinical experience	E
Possession of a health/research related degree or equivalent	E
Background in research and development, science or healthcare	E
Relevant Masters level degree or equivalent experience	E

Experience	
Working within NHS setting to deliver commercial and non-commercially funded research	E
Experience of managing/leading a team and co-ordinating workload	E
Participation in Policy Development and implementation	E
Understanding of research delivery issues	E
Appreciation and understanding of clinical research methodologies and trials organisation	E
Professional leadership at an operational level	E
Experience of supporting service users and/or their carers in research involvement	E
Relevant Line Management of research staff	E

Skills and knowledge	
Up to date specialist knowledge/experience of legislation, national policy and guidance relevant to Research Nurses and Allied Health Professionals	E
Detailed knowledge of Good Clinical Practice (GCP)	E
Previous research project management	E
High level communication skills sufficient to manage the communication of sensitive and critical information to staff, clinicians, service users and the public.	E
Ability to represent PAHT at a regional and national level.	E
Ability to exercise initiative	E
Excellent organisational skills	E
Teambuilding and staff training skills	E
Excellent verbal and written communication skills	E
Excellent interpersonal and negotiation skills	E
High degree of empathy with staff, patients and research participants	E
Ability to work to tight deadlines under pressure	E
Experience of managing a wide range of complex duties	E
Fully computer literate	E
Driving Licence	E

Personal qualities	
Highly motivated with ability to influence and inspire others	E