

Date 26/06/2026
Your Ref
Our Ref 11551

Enquiries to Richard Mutch
Extension 35687
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Dear

FREEDOM OF INFORMATION – MATCHED JOB REPORT

I write in response to your request for information in relation to Matched Job Report.

Question:

- Please send me the most recent Matched Job Report for the Band 7 SPDN (Specialist Practitioner District Nurses) in NHS Lothian and the current Job Description, so I can see precisely how their job has now been re-evaluated at Agenda for Change Band 7 from Band 6. Please also let me know what back pay they are receiving.

Answer:

Please find enclosed the Matched Job Report and Job Description requested. This is effective from 1 February 2026.

I am advised that in terms of back pay, the new Band 7 will be effective from 1 February 2026 only. At that date, all Band 6 District Nurses will be promoted to Band 7 and arrears of pay due backdated only to 1 February 2026. There is no further backdating beyond this date. Staff will be paid the difference between a Band 6 and Band 7 from 1 February 2026. Prior to 1 February 2026, they will continue to be paid at Band 6. We cannot give actual amounts as the changes have not yet been processed and each will be different depending on salary placing but all will move to the minimum of the AfC Band 7 scale effective from 1 February 2026.

Under the Freedom of Information Act NHS Lothian is not required to create new records to enable it to respond to your enquiry. This information is not collated or held in aggregate form and it would be necessary to review all case files relating to back pay over the period you have requested to assemble the information you seek. Even if NHS Lothian did this – and there would be significant cost implications in doing so – it would be unable to respond in full to your request. The information requested is therefore exempt under section 12.1 – Cost.

I hope the information provided helps with your request.

Headquarters
Mainpoint
102 West Port
Edinburgh EH3 9DN

Chair Professor John Connaghan CBE
Chief Executive Professor Caroline Hiscox
*Lothian NHS Board is the common
name of Lothian Health Board*



If you are unhappy with our response to your request, you do have the right to request us to review it. Your request should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If our decision is unchanged following a review and you remain dissatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner within 6 months of receipt of our review response. You can do this by using the Scottish Information Commissioner's Office online appeals service at www.itspublicknowledge.info/Appeal. If you remain dissatisfied with the Commissioner's response you then have the option to appeal to the Court of Session on a point of law.

If you require a review of our decision to be carried out, please write to the FOI Reviewer at the email address at the head of this letter. The review will be undertaken by a Reviewer who was not involved in the original decision-making process.

FOI responses (subject to redaction of personal information) may appear on NHS Lothian's Freedom of Information website at: <https://org.nhsllothian.scot/FOI/Pages/default.aspx>

Yours sincerely

ALISON MACDONALD
Executive Director, Nursing
Cc: Chief Executive
Enc.

Matched Job Report

Job Title	Specialist Practitioner District Nurse
Job ID	Sco13/L-GEN-HSCP-CN-SPDN
Score	512
Band	7
Status	Band Matched
National Profile	Nursing: 7i

Job Statement

The Specialist Practitioner District Nurse (SPDN) is an autonomous advanced practitioner who provides expert clinical leadership, complex case management and specialist nursing care to adults living at home with frailty, long term conditions, palliative and end of life needs, and acute deterioration. The post holder is accountable for high risk clinical decisions made without on site medical support.

The post holder leads their district nursing team, ensuring safe, effective, person centred care through advanced assessment, diagnosis, prescribing, complex decision making and multi agency coordination. The SPDN is responsible for clinical governance, staff development, service improvement and the delivery of high quality care aligned to national policy, Transforming Nursing Roles, and NHS Lothian strategic priorities.

1. Communication and relationship skills

National Profile Level: 4a-5ac	Selected Level: 5
Factor Status: Matched	Score: 45

National Profile Factor Description

**Providing and receiving complex, sensitive or contentious

information, where persuasive, motivational, negotiating,

training, empathic or re-assurance skills are required. This may

be because agreement or cooperation is required or because

there are barriers to understanding**

Communicates sensitive, confidential information, including

condition related information concerning patients/clients requiring

empathy, persuasion and reassurance. Some

patients/clients/relatives/carers may have additional learning

needs/adult learning difficulties or there may be barriers to

understanding.

****Or**

Providing and receiving highly complex, highly sensitive or highly contentious information, where developed persuasive, motivational, negotiating, training, empathic or re-assurance skills are required. This may be because agreement or co-operation is required or because there are barriers to understanding**

Communicates highly sensitive, confidential information e.g. safeguarding/public protection suspected patient abuse or sexually transmitted diseases /clients requiring empathy, persuasion and reassurance, e.g. Life limiting and or life changing information.

****and/or**

Providing and receiving complex, sensitive or contentious information, where there are significant barriers to acceptance which need to be overcome using developed interpersonal and communication skills such as would be required when communicating in a hostile, antagonistic or highly emotive atmosphere**

Communicates complex, sensitive or contentious information concerning patients/clients, parents/carers or families that may be challenging/unpredictable behaviours due to client group.

Relevant Job Information

Meets Level 5a

Ref Section 6

3. Lead complex palliative and end of life care, including DNACPR discussions, anticipatory care planning, symptom management and crisis intervention.

8. Holds responsibility for coordinating multi agency care pathways, facilitating joint visits and shared decision making with MDT partners.

11. Provide clinical supervision, reflective practice and competency assessment for registered nurses, assistant practitioners, HCSWs and students (pre and post registration, SPQ, V300).

19. Act as an expert resource for staff, students and MDT colleagues, delivering specialist education in advanced assessment, deterioration management, palliative care, wound care and safeguarding.

Ref Section 11

Frequently communicates highly complex, sensitive and contentious information (e.g., prognosis, DNACPR, safeguarding) to patients' families and MDT partners, often in situations involving conflict, distress, cognitive impairment or safeguarding concerns.

Provides clinical leadership communication to the team.

Applies diverse communication strategies several times daily to support patient and carer comprehension across varying levels of health literacy.

Liaises with a wide range of MDT partners across health, social care and third sector.

2. Knowledge, training and experience

National Profile Level: 7

Selected Level: 7

Factor Status: Matched

Score: 196

National Profile Factor Description

****Highly developed specialist knowledge across the range of work procedures and practices, underpinned by theory and relevant practical experience.****

Professional/clinical knowledge acquired through degree, supplemented by specialist training, experience, short courses, CPD to master's degree level or equivalent

Relevant Job Information

Meets Level 7
Ref Section 13
Registered Nurse (NMC).

Specialist Practitioner Qualification in District Nursing (SCQF 11).

V300 Independent Prescribing. (NMC).

Advanced clinical assessment and diagnostic skills.

Significant experience in community nursing, complex case management, palliative care and autonomous practice.

Requires highly specialist knowledge, advanced diagnostic skills, and extensive post registration experience to manage complex, high risk clinical situations autonomously.

Leadership, supervision and governance experience.

3. Analytical skills

National Profile Level: 4

Selected Level: 4

Factor Status: Matched

Score: 42

National Profile Factor Description

**Judgements involving complex facts or situations which

require the analysis, interpretation, comparison of a range of options.**

Skills for assessing and interpreting complex needs of patients/clients e.g. clinical assessment of multiple pathology and complex health and social needs/ conditions, decisions on whether to order and/or making interpretation of investigation/test outcomes; ordering diagnostic tests. Selecting appropriate referral pathway

Relevant Job Information

Meets Level 4

Ref Section 2

The Specialist Practitioner District Nurse (SPDN) is an autonomous advanced practitioner who provides expert clinical leadership, complex case management and specialist nursing care to adults living at home with frailty, long term conditions, palliative and end of life needs, and acute deterioration. The post holder is accountable for high risk clinical decisions made without on site medical support.

The post holder leads their district nursing team, ensuring safe, effective, person centred care through advanced assessment, diagnosis, prescribing, complex decision making and multi agency coordination. ...

Ref Section 6

1. Provide advanced holistic assessment, diagnosis and clinical decision making for patients with complex, unstable or deteriorating conditions, using enhanced clinical examination and diagnostic skills.

2. Prescribe, initiate, titrate and review medications (including anticipatory and palliative medicines) within scope of practice, ensuring safe, evidence based prescribing.

3. Lead complex palliative and end of life care, including DNACPR discussions, anticipatory care planning, symptom management and crisis intervention.

4. Manage acute deterioration in the home environment, formulating differential diagnoses, initiating treatment and determining escalation to Hospital at Home, GP or emergency services.

Ref Section 9

Makes autonomous clinical decisions involving complex, ambiguous or high risk situations.

Interprets diagnostic results, prescribes and adjusts treatment plans.

Decisions carry significant clinical, legal and organisational consequences, including safeguarding outcomes, emergency escalation, and prescribing decisions that directly impact patient safety and HSCP budgets.

4. Planning and organisation skills

National Profile Level: 3

Selected Level: 3

Factor Status: Matched

Score: 27

National Profile Factor Description

**Planning and organisation of a number of complex activities or

programmes, which require the formulation and adjustment of plans.**

Plans specialised nursing service provision and/or specialised health and education programmes; coordinates multi-disciplinary/multi-agency activities in specialist area e.g. include planning and running of nurse led clinics

Relevant Job Information

Meets Level 3

Ref Section 2

The post holder leads their district nursing team, ensuring safe, effective, person centred care through advanced assessment, diagnosis, prescribing, complex decision making and multi agency coordination. The SPDN is responsible for clinical governance, staff development, service improvement and the delivery of high quality care aligned to national policy, Transforming Nursing Roles, and NHS Lothian strategic priorities.

Ref Section 3

Coordinates multi agency care with GPs, Hospital at Home, CTAC, Palliative Care CNS, Social Work, Mental Health Teams, Paramedic Practitioners and third sector partners.

Ref Section 6

6. Lead and coordinate the management of a complex caseload, ensuring safe prioritisation, risk assessment and continuity of care.

7. Develop, implement and evaluate complex care plans, ensuring person centred, evidence based interventions.

8. Holds responsibility for coordinating multi agency care pathways, facilitating joint visits and shared decision making with MDT partners.

18. Lead health improvement activity and public health interventions within the community nursing context.

Ref Section 9

Determines safe staffing, skill mix and delegation.

Ref Section 12

Leading daily huddles, reprioritising caseloads multiple times per day, and providing real time clinical advice to junior staff.

5. Physical skills

National Profile Level: 3ab

Selected Level: 3

Factor Status: Matched

Score: 27

National Profile Factor Description

**The post requires developed physical skills to fulfil duties

where there is a specific requirement for speed or accuracy.

This level of skill may be required for advanced or high-speed

driving; advanced keyboard use; advanced sensory skills or

manipulation of objects or people with narrow margins for

error, or**

Restraint of patients/clients using approved techniques

**and/or

The post requires highly developed physical skills, where accuracy is important, but there is no specific requirement for speed. This level of skill may be required for manipulation of fine tools or materials.**

Dexterity and accuracy required for, e.g. intravenous injections, syringe pumps and infusion, insertion of catheters and removal of sutures, piclines and peg feeds.

Relevant Job Information

Meets Level 3b

Ref Section 6

2. Prescribe, initiate, titrate and review medications (including anticipatory and palliative medicines) within scope of practice, ensuring safe, evidence based prescribing.

5. Provide specialist clinical expertise in complex wound care, leg ulcer management, venous access devices, tracheostomy and gastrostomy care, negative pressure wound therapy and other advanced interventions.

Ref Section 7a

Includes (but not limited to): syringe drivers, Doppler ultrasound, bladder scanners, venous access devices, negative pressure wound therapy, tracheostomy equipment, gastrostomy devices, moving & handling equipment, digital photography tools.

Ref Section 12

Performing complex procedures such as PICC/Hickman/Portacath care, tracheostomy management, suprapubic catheterisation, Doppler ultrasound, and negative pressure wound therapy in cramped, poorly lit or cluttered homes.

6. Responsibility - patient/client care

National Profile Level: 6ac

Selected Level: 6

Factor Status: Matched

Score: 39

National Profile Factor Description

Develops specialist programmes of care/care packages.

Assesses care plans, develops, implements and evaluates

specialist programmes of care/ care packages;

**or

Provides highly specialised advice concerning care or

treatment of identified groups or categories of patients/clients.**

Provide highly specialist advice concerning the care or treatment of

identified groups or categories of patients/clients, to nurses and

multi-disciplinary team clinicians and colleagues.

Relevant Job Information

Meets Level 6ac

Ref Section 2

The Specialist Practitioner District Nurse (SPDN) is an autonomous advanced practitioner who provides expert clinical leadership, complex case management and specialist nursing care to adults living at home with frailty, long term conditions, palliative and end of life needs, and acute deterioration. The post holder is accountable for high risk clinical decisions made without on site medical support.

Ref Section 3

Holds responsibility for a defined caseload with no maximum size, including patients with highly complex and unstable needs.

Ref Section 6

1. Provide advanced holistic assessment, diagnosis and clinical decision making for patients with complex, unstable or deteriorating conditions, using enhanced clinical examination and diagnostic skills.

2. Prescribe, initiate, titrate and review medications (including anticipatory and palliative medicines) within scope of practice, ensuring safe, evidence based prescribing.

3. Lead complex palliative and end of life care, including DNACPR discussions, anticipatory care planning, symptom management and crisis intervention.

4. Manage acute deterioration in the home environment, formulating differential diagnoses, initiating treatment and determining escalation to Hospital at Home, GP or emergency services.

5. Provide specialist clinical expertise in complex wound care, leg ulcer management, venous access devices, tracheostomy and gastrostomy care, negative pressure wound therapy and other advanced interventions.

Ref Section 12

Frequently communicates highly complex, sensitive and contentious information (e.g., prognosis, DNACPR, safeguarding) to patients' families and MDT partners, often in situations involving conflict, distress, cognitive impairment or safeguarding concerns.

7. Responsibility - policy and service

National Profile Level: 2 - 3

Selected Level: 2

Factor Status: Matched

Score: 12

National Profile Factor Description

**Implements policies for own work area and proposes changes

to working practices or procedures for own work area.**

Contributes to or participates in policy and practice changes arising

from e.g. audits, complaints

**Or

Implements policies for own work area and proposes policy or

service changes which impact beyond own area of activity**

Contributes to development of, and proposes changes to policies for own area, which impact on other areas e.g. changes to pathways within service which impact on the multi-disciplinary team.

Relevant Job Information

Meets Level 2

Ref Section 2

...The SPDN is responsible for clinical governance, staff development, service improvement and the delivery of high quality care aligned to national policy, Transforming Nursing Roles, and NHS Lothian strategic priorities.

Ref Section 3

Contributes to service development, digital transformation and quality improvement across the locality.

Ref Section 6

16. Contribute to service redesign, digital transformation and pathway development aligned to HSCP priorities (e.g., Home First, Single Point of Contact, digital wound photography, electronic records).

17. Interpret and implement national and local policies, adapting them to complex home environments and proposing changes to improve service delivery.

8. Responsibility - finance and physical

National Profile Level: 2abcd

Selected Level: 2

Factor Status: Matched

Score: 12

National Profile Factor Description

**Regularly handles or processes cash, cheques, patients'

valuables,**

Handles patient valuables

**and/or

Responsible for the safe use of equipment other than

equipment which they personally use,**

Dismantling and assembling equipment for use by other staff or patients/clients

**and/or

Responsible for maintaining stock control and/or security of

stock,**

Orders supplies, stock or equipment e.g. to maintain sufficient resources for own work /ward area or team

**and/or

Authorised signatory for small cash/financial payments,**

Authorised to sign off e.g. expenses, agency/bank timesheets. To
the value of £1000

Relevant Job Information

Meets Level 2cd

Ref Section 3

Authorises and orders specialist equipment such as pressure relieving mattresses, NPWT consumables, continence products and complex dressings within delegated financial limits.

Authorised signatory for staff expenses, mileage and bank/agency timesheets within delegated limits.

9. Responsibility - staff/HR/leadership/training

National Profile Level: 2abc- 3ac

Selected Level: 3

Factor Status: Matched

Score: 21

National Profile Factor Description

**Responsible for day-to-day supervision or co-ordination of
staff within a section/function or a department/service,**

Supervises work of others in the team or MDT

**and/or

Regularly responsible for professional/clinical supervision of a
small number of qualified staff or students,**

Regular clinical supervision of staff, students

**and/or

Regularly responsible for providing training in own
discipline/practical training or undertaking basic workplace
assessments**

Regularly provides training to nursing or other disciplines where the
topic or subjects is connected with their own work

**Or

Responsible for day-to-day management of a group of staff**

Lead and manage a specialist team of nurses; Day to day
management of a group of staff includes for example, appraisals,

recruitment and selection, first level disciplinary a grievance issues,
work allocation, ensuring training.

**and/or

Responsible for the teaching/delivery of core training on a
range of subjects or specialist training.**

Delivers specialist training to nurses and/or other members of the
multi-disciplinary team.

Relevant Job Information

Meets Level 3ac

Ref Section 2

The post holder leads their district nursing team, ensuring safe, effective, person centred care through advanced assessment, diagnosis, prescribing, complex decision making and multi agency coordination. The SPDN is responsible for clinical governance, staff development, service improvement and the delivery of high quality care aligned to national policy, Transforming Nursing Roles, and NHS Lothian strategic priorities.

Ref Section 3

Provides Leadership and first line management for a district nursing team comprising registered nurses, assistant practitioners and healthcare support workers.

Provides day to day leadership and first line management for the district nursing team, including registered nurses, assistant practitioners and healthcare support workers.

Responsible for safe delegation, workload allocation, skill mix decisions and real time staffing adjustments across multiple bases.

Supports recruitment, induction, appraisals, and first line management of sickness including return to work interviews, capability, conduct and grievance issues, escalating complex issues to the team lead.

Provides clinical supervision, reflective practice and competency assessment for pre and post registration students, SPQ trainees, prescribing students and newly qualified staff.

Ensures staff safety through lone working risk assessment, escalation planning and decision making in high risk environments.

Leads the team during periods of service pressure, staff shortages, adverse weather or surges in demand, ensuring continuity of safe care.

Ref Section 6

9. Provide day to day leadership and line management for the district nursing team, including workload allocation, safe staffing decisions, supervision and support.

10. Supporting the Team Lead in recruitment, induction, appraisals, directly complete return to work interviews and first line HR processes including capability, conduct and grievance.

11. Provide clinical supervision, reflective practice and competency assessment for registered nurses, assistant practitioners, HCSWs and students (pre and post registration, SPQ, V300).

19. Act as an expert resource for staff, students and MDT colleagues, delivering specialist education in advanced assessment, deterioration management, palliative care, wound care and safeguarding.

10. Responsibility - information resources

National Profile Level: 1

Selected Level: 1

Factor Status: Matched

Score: 4

National Profile Factor Description

****Record personally generated information****

Maintains work-related records relating to personally generated clinical observations, test results, own court or case reports, research data.

Relevant Job Information

Meets Level 1

Ref Section 6

13. Ensure high quality, legally defensible clinical documentation and promote adherence to information governance standards.

11. Responsibility - research and development

National Profile Level: 2a

Selected Level: 1

Factor Status: Variation

Score: 5

National Profile Factor Description

****Regularly undertake R & D activity as a requirement of the job****

Undertakes R&D activity; clinical trials; equipment testing. Regular undertaking of multi stranded audit/relevant research e.g. measurement of service/clinical effectiveness/patient satisfaction to support improvement in service/clinical outcomes.

Relevant Job Information

Meets Level 1

Ref Section 6

12. Lead local clinical governance activity including incident review, Datix reporting, significant event analysis and implementation of learning.

14. Lead and contribute to audits (e.g., wound care, pressure ulcers, documentation, prescribing, complexity) and implement improvement plans.

20. Maintain and develop advanced clinical competence through CPD, reflective practice and engagement with research and evidence based practice.

12. Freedom to act

National Profile Level: 4

Selected Level: 4

Factor Status: Matched

Score: 32

National Profile Factor Description

****Expected results are defined but the post holder decides how**

they are best achieved and is guided by principles and broad occupational policies or regulations. Guidance may be

provided by peers or external reference points.**

There is significant discretion to work within professional guidelines and/or set of defined parameters e.g. lead practitioner or specialist for section/department or clinical field,

or

Has responsibility for a defined caseload or locality in the community.

Relevant Job Information

Meets Level 4

Ref Section 2

The Specialist Practitioner District Nurse (SPDN) is an autonomous advanced practitioner who provides expert clinical leadership, complex case management and specialist nursing care to adults living at home with frailty, long term conditions, palliative and end of life needs, and acute deterioration. The post holder is accountable for high risk clinical decisions made without on site medical support.

Ref Section 6

3. Lead complex palliative and end of life care, including DNACPR discussions, anticipatory care planning, symptom management and crisis intervention.

4. Manage acute deterioration in the home environment, formulating differential diagnoses, initiating treatment and determining escalation to Hospital at Home, GP or emergency services.

Ref Section 8

Work is self generated and self directed. The post holder works autonomously within broad professional and organisational policies, seeking support only for highly complex or exceptional issues.

Post holder works autonomously, prioritising and delegating work, with professional support from the Team Manager.

Ref Section 9

Makes autonomous clinical decisions involving complex, ambiguous or high risk situations.

13. Physical effort

National Profile Level: 2abcd- 3ac

Selected Level: 2

Factor Status: Matched

Score: 7

National Profile Factor Description

**There is a frequent requirement for sitting or standing in a

restricted position for a substantial proportion of working

time.**

Kneels and crouches e.g. for wound dressing for substantial

proportion of working time without being able to change position

easily.

**and/or

There is a frequent requirement for light physical effort for several short periods during a shift.

and/or

There is an occasional requirement to exert light physical effort for several long periods during a shift.

and/or

There is an occasional requirement to exert moderate physical effort for several long periods during a shift.

or

There is a frequent requirement to exert light physical effort for several long periods during a shift

and/or

There is a frequent requirement to exert moderate physical effort for several short periods during a shift**

For 2b-3c in the above

**Light physical effort ** - lifting, pushing, pulling objects (2-5kg) ,

Kneels and crouches e.g. to dress wounds, walking more than 1km at any one time

Moderate physical effort - lifting, pushing, pulling objects

(6-15kg) moving or manoeuvring patients using mechanical aids, transferring patients/clients from a bed to a chair.

Relevant Job Information

Meets Level 2abc

Ref Section 12

Regular kneeling, bending and working in restricted positions for prolonged periods to dress complex wounds or manage catheters.

Carrying and transporting heavy equipment (syringe drivers, NPWT pumps, sharps bins, dressings) up multiple flights of stairs in tenement buildings or flats without lifts.

Manoeuvring patients with limited mobility, often without mechanical aids due to home constraints, while maintaining safe moving and handling practice.

Frequent walking between visits, including in adverse weather, and navigating uneven terrain or unsafe environments.

14. Mental effort

National Profile Level: 2ab-3a

Selected Level: 2

Factor Status: Matched

Score: 7

National Profile Factor Description

******There is a frequent requirement for concentration where the work pattern is predictable with few competing demands for attention,******

Concentrations in providing clinical care, e.g. immunisation, calculating drug doses, carrying out tests

******and/or

There is an occasional requirement for concentration where the work pattern is unpredictable.******

Occasional interruptions to deal with e.g. bleep

******Or

There is a frequent requirement for concentration where the work pattern is unpredictable,******

Frequent Interruptions to deal with unpredictable client behaviour, emergency situations.

Relevant Job Information

Meets Level 2b

Ref Section 12

The role requires sustained concentration, rapid clinical reasoning and the ability to make high risk decisions without immediate medical support.

Examples

Interpreting complex clinical information (blood results, microbiology, wound deterioration, NEWS2 scores) while managing interruptions from patients, families, staff and urgent calls.

Making autonomous decisions during acute deterioration (e.g., sepsis, heart failure, COPD exacerbation) and determining whether escalation, admission or Hospital at Home referral is required.

Managing unpredictable workloads with multiple competing priorities, including urgent referrals, safeguarding concerns, end of life crises and staff shortages.

Leading daily huddles, reprioritising caseloads multiple times per day, and providing real time clinical advice to junior staff.

Maintaining concentration during emotionally charged conversations (DNACPR, prognosis, safeguarding) while ensuring accurate documentation and defensible decision making.

... Regularly required to make high risk decisions under pressure, with frequent interruptions and competing urgent demands.

15. Emotional effort

National Profile Level: 2a-3ab

Selected Level: 3

Factor Status: Matched

Score: 18

National Profile Factor Description

****Occasional exposure to distressing or emotional circumstances.****

Occasionally gives and explains unwelcome news to patients/relatives; care of terminally ill patients.

****Or**

Frequent exposure to distressing or emotional circumstances. ******

Frequently gives and explains unwelcome news to patients/relatives; care of terminally ill patients.

****and/or**

Occasional exposure to highly distressing or emotional circumstances ******

Involvement and directly deals with safeguarding issues, e.g. child abuse/patients who exhibit challenging behaviour

Relevant Job Information

Meets Level 3ab

Ref Section 6

3. Lead complex palliative and end of life care, including DNACPR discussions, anticipatory care planning, symptom management and crisis intervention.

Ref Section 9

Decisions carry significant clinical, legal and organisational consequences, including safeguarding outcomes, emergency escalation, and prescribing decisions that directly impact patient safety and HSCP budgets.

Ref Section 10

Leading staff through emotionally challenging situations.

Ref Section 12

The post involves exposure to sensitive and sometimes distressing information, including incidents that have resulted in patient harm or service disruption.

The post holder may be required to support staff during investigations or complaints.

The SPDN is frequently exposed to highly distressing situations, unsafe environments, and volatile household dynamics.

Providing care to patients who are dying at home, supporting distressed families, and managing sudden deterioration or unexpected death.

Supporting staff who experience distressing events, providing debriefing, reassurance and emotional containment.

16. Working conditions

National Profile Level: 3ab-4b

Selected Level: 4

Factor Status: Matched

Score: 18

National Profile Factor Description

****Frequent exposure to unpleasant working conditions****

Being in the vicinity of unpleasant odours, dust, noise,

****and/or**

Occasional exposure to highly unpleasant working conditions**

Occasional direct contact with body fluids, deals with verbal aggression from patients/clients/service users, families or carers

****Or**

Frequent exposure to highly unpleasant working conditions**

Frequent direct contact with e.g. uncontained body fluids fleas lice

noxious fumes

Relevant Job Information

Meets Level 4b

Ref Section 6

15. Identify, assess and manage clinical and environmental risks, including safeguarding, lone working, capacity concerns and Adult Support & Protection referrals.

Ref Section 12

The SPDN is frequently exposed to highly distressing situations, unsafe environments, and volatile household dynamics. Regularly required to make high risk decisions under pressure, with frequent interruptions and competing urgent demands.

Examples

Providing care to patients who are dying at home, supporting distressed families, and managing sudden deterioration or unexpected death.

Managing aggression, intoxication, chaotic households, or volatile family dynamics while maintaining personal and staff safety.

Working in homes with poor hygiene, hoarding, infestations, strong odours, or exposure to bodily fluids (urine, faeces, wound exudate, blood).



JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Specialist Practitioner District Nurse

Responsible to: Team Manager

Department(s): Community Nursing

Directorate: Health & Social Care Partnership

Operating Division: NHS Lothian

Job Reference: L-GEN-HSCP-CN-SPDN

No of Job Holders:

2. JOB PURPOSE

The Specialist Practitioner District Nurse (SPDN) is an autonomous advanced practitioner who provides expert clinical leadership, complex case management and specialist nursing care to adults living at home with frailty, long-term conditions, palliative and end-of-life needs, and acute deterioration. The post holder is accountable for high-risk clinical decisions made without on-site medical support.

The post holder leads their district nursing team, ensuring safe, effective, person-centred care through advanced assessment, diagnosis, prescribing, complex decision-making and multi-agency coordination. The SPDN is responsible for clinical governance, staff development, service improvement and the delivery of high-quality care aligned to national policy, Transforming Nursing Roles, and NHS Lothian strategic priorities.

3. DIMENSIONS

Holds responsibility for a defined caseload with no maximum size, including patients with highly complex and unstable needs.

Provides Leadership and first line management for a district nursing team comprising registered nurses, assistant practitioners and healthcare support workers.

Provides advanced clinical assessment, diagnosis and prescribing for patients with complex needs.

Coordinates multi-agency care with GPs, Hospital at Home, CTAC, Palliative Care CNS, Social Work, Mental Health Teams, Paramedic Practitioners and third-sector partners.

Authorised prescriber for caseload; responsible for safe and cost-effective prescribing and equipment decisions.

Contributes to service development, digital transformation and quality improvement across the locality.

Staffing Responsibilities:

Provides day-to-day leadership and first line management for the district nursing team, including registered nurses, assistant practitioners and healthcare support workers.

Responsible for safe delegation, workload allocation, skill-mix decisions and real-time staffing adjustments across multiple bases.

Supports recruitment, induction, appraisals, and first-line management of sickness including return-to-work interviews, capability, conduct and grievance issues, escalating complex issues to the team lead.

Provides clinical supervision, reflective practice and competency assessment for pre- and post-registration students, SPQ trainees, prescribing students and newly qualified staff.

Ensures staff safety through lone-working risk assessment, escalation planning and decision-making in high-risk environments.

Leads the team during periods of service pressure, staff shortages, adverse weather or surges in demand, ensuring continuity of safe care.

Financial Responsibilities:

Acts as an independent prescriber, making cost-effective prescribing decisions that directly impact HSCP budgets (e.g., antibiotics, wound care products, anticipatory medications).

Authorises and orders specialist equipment such as pressure-relieving mattresses, NPWT consumables, continence products and complex dressings within delegated financial limits.

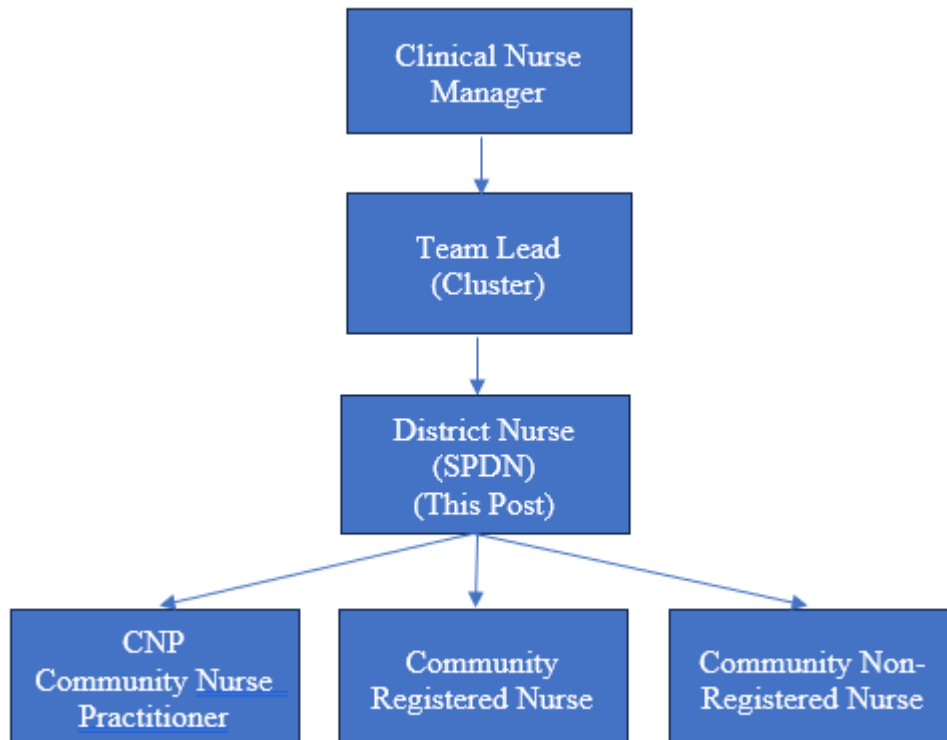
Ensures efficient use of resources by rationalising visit frequency based on clinical risk, preventing avoidable hospital admissions and supporting early discharge.

Contributes to prescribing audits, wound care formulary compliance and equipment utilisation reviews to ensure financial governance.

Authorised signatory for staff expenses, mileage and bank/agency timesheets within delegated limits.

Required to work flexibly across bases within the HSCP.

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

The District Nursing Service delivers complex, anticipatory, rehabilitative, palliative and end-of-life care to adults in their own homes. The service supports admission avoidance, early supported discharge, public health improvement and the delivery of safe, effective, person-centred care within a robust clinical governance framework.

6. KEY RESULT AREAS

Advanced Clinical Practice

1. Provide advanced holistic assessment, diagnosis and clinical decision-making for patients with complex, unstable or deteriorating conditions, using enhanced clinical examination and diagnostic skills.
2. Prescribe, initiate, titrate and review medications (including anticipatory and palliative medicines) within scope of practice, ensuring safe, evidence-based prescribing.
3. Lead complex palliative and end-of-life care, including DNACPR discussions, anticipatory care planning, symptom management and crisis intervention.

4. Manage acute deterioration in the home environment, formulating differential diagnoses, initiating treatment and determining escalation to Hospital at Home, GP or emergency services.
5. Provide specialist clinical expertise in complex wound care, leg ulcer management, venous access devices, tracheostomy and gastrostomy care, negative pressure wound therapy and other advanced interventions.

Caseload & Care Coordination

6. Lead and coordinate the management of a complex caseload, ensuring safe prioritisation, risk assessment and continuity of care.
7. Develop, implement and evaluate complex care plans, ensuring person-centred, evidence-based interventions.
8. Holds responsibility for coordinating multi-agency care pathways, facilitating joint visits and shared decision-making with MDT partners.

Leadership & Team Management

9. Provide day-to-day leadership and line management for the district nursing team, including workload allocation, safe staffing decisions, supervision and support.
10. Supporting the Team Lead in recruitment, induction, appraisals, directly complete return-to-work interviews and first-line HR processes including capability, conduct and grievance.
11. Provide clinical supervision, reflective practice and competency assessment for registered nurses, assistant practitioners, HCSWs and students (pre- and post-registration, SPQ, V300).

Governance, Quality & Safety

12. Lead local clinical governance activity including incident review, Datix reporting, significant event analysis and implementation of learning.
13. Ensure high-quality, legally defensible clinical documentation and promote adherence to information governance standards.
14. Lead and contribute to audits (e.g., wound care, pressure ulcers, documentation, prescribing, complexity) and implement improvement plans.
15. Identify, assess and manage clinical and environmental risks, including safeguarding, lone working, capacity concerns and Adult Support & Protection referrals.

Service Development & Transformation

16. Contribute to service redesign, digital transformation and pathway development aligned to HSCP priorities (e.g., Home First, Single Point of Contact, digital wound photography, electronic records).
17. Interpret and implement national and local policies, adapting them to complex home environments and proposing changes to improve service delivery.

18. Lead health improvement activity and public health interventions within the community nursing context.

Education & Professional Development

19. Act as an expert resource for staff, students and MDT colleagues, delivering specialist education in advanced assessment, deterioration management, palliative care, wound care and safeguarding.

20. Maintain and develop advanced clinical competence through CPD, reflective practice and engagement with research and evidence-based practice.

21. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviors and attitudes.

7a. EQUIPMENT AND MACHINERY

The following are examples of equipment which will be used when undertaking the role:

Includes (but not limited to): syringe drivers, Doppler ultrasound, bladder scanners, venous access devices, negative pressure wound therapy, tracheostomy equipment, gastrostomy devices, moving & handling equipment, digital photography tools.

standard office equipment including computers, telephones and audiovisual equipment for meetings and presentations.

Note: New equipment may be introduced as the organisation and technology develops, however training will be provided.

7b. SYSTEMS

The following are examples of systems which will be used when undertaking the role:

Use of EMIS/Vision, Trak Care, Docman, digital ACP/KIS systems, electronic wound audit tools, incident reporting systems, HR systems, stock ordering systems and digital dashboards.

The post holder is responsible for generating, analysing and storing information in accordance with organisational policies and contributes to the maintenance and development of systems used for district nursing.

Note: New systems may be introduced as the organisation and technology develops, however training will be provided.

8. ASSIGNMENT AND REVIEW OF WORK

Workload generated through open referral system and clinical need.

Work is self-generated and self-directed. The post holder works autonomously within broad professional and organisational policies, seeking support only for highly complex or exceptional issues.

Post holder works autonomously, prioritising and delegating work, with professional support from the Team Manager.

Performance reviewed through appraisal, supervision and governance processes.

9. DECISIONS AND JUDGEMENTS

Makes autonomous clinical decisions involving complex, ambiguous or high-risk situations.

Interprets diagnostic results, prescribes and adjusts treatment plans.

Makes safeguarding, capacity and risk management decisions.

Determines safe staffing, skill mix and delegation.

Escalates risks appropriately within governance structures.

Decisions carry significant clinical, legal and organisational consequences, including safeguarding outcomes, emergency escalation, and prescribing decisions that directly impact patient safety and HSCP budgets.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Managing acute deterioration and complex palliative needs in unpredictable home environments.

Balancing high caseload complexity with finite resources.

Leading staff through emotionally challenging situations.

Managing safeguarding, risk and lone working safety.

Coordinating multi-agency care with competing priorities.

11. COMMUNICATIONS AND RELATIONSHIPS

Frequently communicates highly complex, sensitive and contentious information (e.g., prognosis, DNACPR, safeguarding) to patients' families and MDT partners, often in situations involving conflict, distress, cognitive impairment or safeguarding concerns.

Provides clinical leadership communication to the team.

Applies diverse communication strategies several times daily to support patient and carer comprehension across varying levels of health literacy.

Liaises with a wide range of MDT partners across health, social care and third sector.

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical

The Specialist District Nurse undertakes advanced clinical procedures requiring precision, dexterity and sustained physical effort in uncontrolled home environments.

Examples

Performing complex procedures such as PICC/Hickman/Portacath care, tracheostomy management, suprapubic catheterisation, Doppler ultrasound, and negative pressure wound therapy in cramped, poorly lit or cluttered homes.

Regular kneeling, bending and working in restricted positions for prolonged periods to dress complex wounds or manage catheters.

Carrying and transporting heavy equipment (syringe drivers, NPWT pumps, sharps bins, dressings) up multiple flights of stairs in tenement buildings or flats without lifts.

Manoeuvring patients with limited mobility, often without mechanical aids due to home constraints, while maintaining safe moving and handling practice.

Frequent walking between visits, including in adverse weather, and navigating uneven terrain or unsafe environments.

Mental

The role requires sustained concentration, rapid clinical reasoning and the ability to make high-risk decisions without immediate medical support.

Examples

Interpreting complex clinical information (blood results, microbiology, wound deterioration, NEWS2 scores) while managing interruptions from patients, families, staff and urgent calls.

Making autonomous decisions during acute deterioration (e.g., sepsis, heart failure, COPD exacerbation) and determining whether escalation, admission or Hospital at Home referral is required.

Managing unpredictable workloads with multiple competing priorities, including urgent referrals, safeguarding concerns, end-of-life crises and staff shortages.

Leading daily huddles, reprioritising caseloads multiple times per day, and providing real-time clinical advice to junior staff.

Maintaining concentration during emotionally charged conversations (DNACPR, prognosis, safeguarding) while ensuring accurate documentation and defensible decision-making.

Emotional: The post involves exposure to sensitive and sometimes distressing information, including incidents that have resulted in patient harm or service disruption.

The post holder may be required to support staff during investigations or complaints.

Environmental

The SPDN is frequently exposed to highly distressing situations, unsafe environments, and volatile household dynamics. Regularly required to make high-risk decisions under pressure, with frequent interruptions and competing urgent demands.

Examples

Providing care to patients who are dying at home, supporting distressed families, and managing sudden deterioration or unexpected death.

Managing aggression, intoxication, chaotic households, or volatile family dynamics while maintaining personal and staff safety.

Working in homes with poor hygiene, hoarding, infestations, strong odours, or exposure to bodily fluids (urine, faeces, wound exudate, blood).

Navigating safeguarding concerns such as self-neglect, coercive control, domestic abuse or capacity issues, often requiring immediate action.

Supporting staff who experience distressing events, providing debriefing, reassurance and emotional containment.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Registered Nurse (NMC).

Specialist Practitioner Qualification in District Nursing (SCQF 11).

V300 Independent Prescribing. (NMC).

Advanced clinical assessment and diagnostic skills.

Significant experience in community nursing, complex case management, palliative care and autonomous practice.

Requires highly specialist knowledge, advanced diagnostic skills, and extensive post-registration experience to manage complex, high-risk clinical situations autonomously.

Leadership, supervision and governance experience.

Evidence of ongoing CPD.

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each job holder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date:

(I confirm that the Job Description accurately reflects the duties and responsibilities of the postholder and does not impact upon any other postholders role)