



**REF:** WOIH009  
**POST:** HIV Nurse Specialist  
**Location** Main base 93a-99a  
 New Road  
 Dagenham Essex  
 RM10 9NL  
  
**OTHER SITES** ACROSS EAST LONDON  
**Hours:** FULL TIME ( 35 hours per week)  
**Accountable to:** Health Manager  
**Salary:** £24,000 - £28, 000 pa (depending on experience)  
  
**Contract Duration:** 12 MONTHS

### Job purpose

To provide a community-based Rapid HIV testing service to at risk groups including risk assessments, pre and post test discussion, health promotion, testing and relevant referral.

### Main Duties and Responsibilities

1. To provide a nurse-led HIV testing service to at-risk groups in community settings:
  - Undertaking an appropriate sexual history
  - Offering pre and post test discussion
  - Performing point of care testing to clients
  - Giving positive and negative results in an appropriate manner in line with patient requests and WOI's policies
  - To take veno-puncture blood for HIV confirmatory testing
  - To ensure correct labeling of samples and safe transfer to the lab
  - To provide health education, promotion and advice to patients including supply of condoms and other safer sex materials
  - To provide referral into appropriate services including GU and counselling
  - To ensure that all client details are recorded accurately on WOI's sexual health database

2. To work within WOI's clinical and organizational policies
3. Maintain appropriate referral pathways to GU medicine for reactive results or symptomatic patients
4. To ensure that stock levels are maintained and monthly stock sheet is submitted in a timely manner
5. To set up and maintain the clinic to ensure that it appears professional and welcoming at all times
6. To work to NMCs code of conduct and WOI's clinical governance policy
7. To work with WOI's clinical competencies for sexual health nurses and behavioral competencies for all staff
8. Identify own clinical competencies development needs and access training and support to address them
9. Provide appropriate response to adverse incidents and incident reporting
10. To ensure safe, effective testing and efficient resource use
11. To attend monthly supervision, annual appraisals and clinical competency assessment
12. Maintain confidentiality and security of patients attending for consultation and treatment and adhere to WOI's confidentiality policy
13. With all WOI staff to:
  - Promote and adhere to WOI's Equal Opportunities Policy, Confidentiality Policy and Code of Conduct
  - Promote and maintain health and safety regulations, practices and conditions
  - Take responsibility for the security of buildings and their contents
  - Attend meetings, conferences and undertake training as appropriate
  - Participate in community-wide health promotion and street campaigns as well as promotional events e.g. World AIDS Day etc

## CONDITIONS OF SERVICE

**Confidentiality** - All volunteers must at all times maintain complete confidentiality of the material and information that they handle in their work with the Project. A breach of confidentiality is a disciplinary matter.

**Equal Opportunities** - It is the aim of the Health Promotion Project to ensure that no service user receives less favourable treatment on the grounds of gender, religion, race, colour, nationality, HIV status, sexuality, disability, political belief, sexuality, ethnic or national origins is not placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. It is the responsibility of each employee/volunteer to contribute to its success.

**CRB and References** - The post holder will be required to work with vulnerable adults and young people from time to time and as part of best practice we will require CRB and Reference checks to be carried out

### Person Specification

The following person specification lists the identifiable knowledge, skills and experience required to do the job. This list will be used to set the criteria for the selection of short listed candidates and the final appointment.

<i>No</i>	<i>Criterion</i>	<i>app1</i>	<i>intv</i>	<i>ref</i>
1	Valid NMC pin Number and be a Registered general Nurse	⌚	⌚	⌚
2	At least 12 months experience in GU or other sexual health setting	⌚	⌚	⌚
3	At least 1 year Experience in HIV and HIV testing	⌚	⌚	
4	Demonstrated ability to work without direct supervision in nurse-led clinics	⌚	⌚	
5	An ability to handle confidential matters	⌚	⌚	⌚
6	Excellent inter personal, communication and facilitation skills	⌚	⌚	
7	In-depth knowledge of HIV and sexual health	⌚	⌚	⌚
8	The ability to manage own time and workload	⌚	⌚	
9	A strong commitment to implementing equal opportunities practices	⌚	⌚	
10	Veno-puncture skills	⌚	⌚	
11	Computer literate	⌚	⌚	
12	Good written and verbal communication skills	⌚	⌚	⌚
13	Leadership skills and qualities	⌚	⌚	⌚
14	Effective team worker	⌚	⌚	⌚
15	Able to work effectively under pressure	⌚	⌚	
16	Commitment to WOI's values and work ethics and development of services	⌚	⌚	
17	Have a Clear CRB (Criminal Records Bureau Check)			