



NATIONAL COUNCIL FOR THE PROFESSIONAL DEVELOPMENT OF NURSING AND MIDWIFERY

Framework for the Establishment of Clinical Nurse/Midwife Specialist Posts

4th Edition



*National Council for the
Professional Development
of Nursing and Midwifery*

*An Chomhairle Náisiúnta d'Fhorbairt
Ghairmiúil an Altranais agus
an Chnáimhseachais*

NOVEMBER 2008



A Celebration of Life

By Catherine Barron

Mission Statement of the National Council

The Council exists to promote and develop the professional role of nurses and midwives in order to ensure the delivery of quality nursing and midwifery care to patients/clients in a changing healthcare environment.

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FRAMEWORK FOR THE ESTABLISHMENT OF CLINICAL NURSE/MIDWIFE SPECIALIST POSTS

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Introduction

Introduction

The National Council for the Professional Development of Nursing and Midwifery (National Council) was established in 1999. Its functions include monitoring the on-going development of nursing and midwifery specialities, taking into account changes in practice and service need and determining the appropriate level of qualification and competence for entry into specialist nursing and midwifery practice. The National Council has published three editions of the Framework for the Establishment of Clinical Nurse/Midwife Specialist Posts which outline the roles, responsibilities, core concepts, competencies and minimum criteria for the establishment of clinical nurse/midwife specialist (CNS/CMS) posts. These frameworks have ensured the successful implementation of the clinical career pathway in Ireland.

The level of education set for nurses and midwives to be recognised as CNS's/CMS's is at higher/ postgraduate diploma, which is equivalent to a major award at level 8 on the National Qualifications Authority of Ireland Qualification Framework (NQAI). Recognition has been given in the various National Council framework documents for the need to build capacity for relevant education programmes and provide appropriate timeframes for nurses and midwives to undertake these education programmes.

The National Council is pleased to present this 4th edition which outlines the evolution of the CNS/CMS education criteria and progression of CNS/CMS posts over the past ten years. The various pathways from the 'Immediate', 'Intermediate' and now to the 'Future' pathway as recommended by the Report of the Commission on Nursing are outlined.

This edition of the CNS/CMS framework gives notice of revised educational criteria which will commence from September 1st 2010. It should be noted that the educational criteria under the 'Intermediate Pathway' will no longer be valid after August 31st 2010. From September 1st 2010 all nurses and midwives who apply for CNS/CMS approval must have acquired a level 8 post-registration NQAI (major award) relevant to his/her area of specialist practice *prior* to their application.

Background

The Report of the Commission on Nursing (Government of Ireland 1998) identified that pending the provision of the requisite graduate courses, all nurses or midwives who are appointed as a CNS/CMS must agree, as a condition of their appointment, to obtain the proposed educational qualification within an agreed time frame. In recognition of nurses and midwives already functioning at specialist level an 'Immediate Pathway' was developed by the National Council. Under this pathway those nurses and midwives who applied for CNS/CMS approval and did not have a relevant post registration third level qualification were given credit for prior learning and experience and where appropriate were confirmed as CNSs/CMSs. The closing date for applications relating to this pathway was April 30th 2001.

The 'Intermediate Pathway' came into effect on May 1st 2001 and is the current process by which all CNS/CMS posts are developed and approved. The 'Intermediate Pathway' will remain valid until August 31st 2010. The 1st and 2nd editions of the framework (April 2001 and November 2004) did not stipulate a time frame for completion of the level 8 NQAI qualification. However the 3rd edition highlighted that if the person does not meet the educational criteria of having undertaken formal recognised post-registration education relevant to his/her area of practice at level 8 (major award) or above on the NQAI framework, then the person will still be eligible to apply for the post. However, if offered the post the person must sign a contract with his/her employer stating that they will undertake the relevant post-registration level 8 (major award) NQAI education *within three years*. The employee and employer have responsibility to honour the terms of this contract. The continuation of designation of CNS/CMS status will be reviewed by the employer. Where a CNS/CMS does not complete their contracted education their continuation in the post will be reviewed. The National Council monitors the uptake of the contract on an annual basis.

The Report of the Commission on Nursing in 1998 envisioned that in the future all CNS/CMS applicants would have undertaken a post registration level 8 qualification prior to appointment. The Commission specifically stated that 'the National Council would initially agree the guidelines – an interim set and long term guidelines, for the recognition and establishment of the posts of clinical nurse/midwife specialist' (p.111). The phased introduction of the Immediate Pathway (credit for prior learning and experience) and the first Intermediate Pathway (no time frame for contract for undertaking and completing the

required education level) and the current Intermediate Pathway (applicants must undertake the required education within three years) was structured to specifically allow for the growth and development of level 8 and 9 NQAI courses as recommended by the Report of the Commission on Nursing. The Department of Health and Children has provided targeted funding for post-registration Nursing and Midwifery education.

In 2006 there were 285 courses run by 14 higher education institutes in Ireland. Of these 285 courses, 156 are run at level 8 and 9 on the NQAI framework (Report of the Post-Registration Nursing and Midwifery Education Review Group 2008). Many of these post-registration nursing and midwifery educational programmes were developed by higher education institutes in response to the educational requirements to prepare nurses and midwives for specialist and advanced practice roles. Since the Commission on Nursing there has been an increase in the number and variety of post-registration programmes now on offer. The 'Evaluation of the Effectiveness of the Role of the Clinical Nurse/Midwife Specialist (National Council 2004) undertaken by the National Council recommended that the National Council should review the educational preparation criteria for the intermediate pathway with a view to introducing the future pathway (p.47).

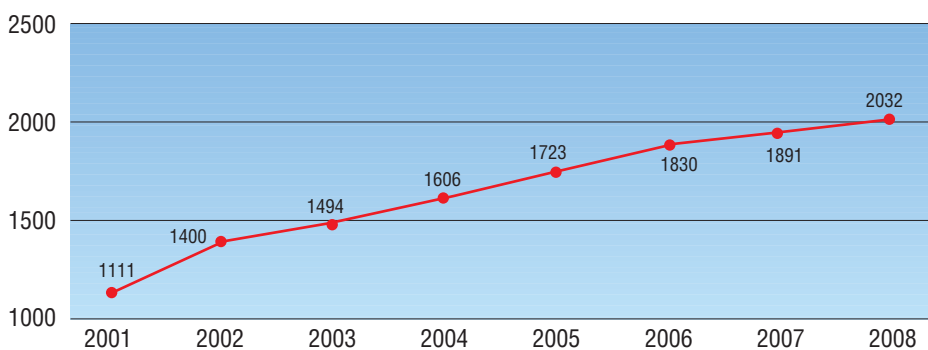
It is therefore ten years since the introduction of the 'Immediate Pathway' and seven since the introduction of the 'Intermediate Pathway'. There has been a significant increase in the availability of post-registration education programmes and the National Council has signaled the need for the introduction of the Future Pathway since its evaluation in 2004. There has been a higher percentage year on year of new CNS/CMS applicants who have already obtained a post registration level 8 NQAI qualification and the percentage of new applications undertaking a level 8 NQAI contract is decreasing year on year. Therefore the decision to move to the 'Future Pathway' whereby all nurses and midwives who apply for CNS/CMS approval must have acquired a level 8 post-registration NQAI qualification (major award) relevant to his/her area of specialist practice *prior* to their application will commence on September 1st 2010.

In the meantime this 4th edition of the Framework for the Establishment of Clinical Nurse/Midwife Specialist Posts notes that the 'Intermediate Pathway' criteria will remain valid up to August 31st 2010. From September 1st 2010 all nurses and midwives who apply for CNS/CMS approval must have acquired a level 8 post-registration NQAI qualification (major award) relevant to his/her area of specialist practice *prior* to their application.

A further edition of the Framework for the Establishment of Clinical Nurse/Midwife Specialist Posts will be published in the summer of 2010 which will reflect the changes in criteria.

Progression of Clinical Specialist Posts

The National Council monitors the development and growth of CNS/CMS posts and post holders. Since its establishment the growth of CNS/CMS posts has steadily increased. In fact the numbers of CNS's/CMS's have almost doubled within the life time of the National Council. The chart below demonstrates this incremental growth from 2001-2008.



The importance of the role of the CNS/CMS is well recognised as is the valuable contribution to high-quality patient/client care within the Irish health services that CNS's/CMS's have made. There is much potential for further development of these roles in response to service need, particularly across services and providing care and links between acute care and the community (HSE 2008).

Changes in the provision of healthcare are having an impact on the demands made on healthcare providers, and have resulted in shorter stays in acute services, quicker access to hospital services and greater emphasis on the importance of community care. The HSE has identified priorities for future development and transformation of the Irish health services (HSE 2008). The role of the CNS/CMS will contribute to the successful introduction of new and innovative care pathways for patients/clients (HSE 2008).

Framework for the Establishment of Clinical Nurse/Midwife Specialist Posts

PART 1 Assessing the need for CNS/CMS posts							
Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts

The scope of practice of the CNS/CMS evolves and develops in tandem with health and social care developments. Continual re-evaluation of the progress and appropriateness of specialist nurse/midwife roles should be part of every health care provider's service plan. It is critical in these early years of the introduction of the specialist pathway, that a formal local, regional and national annual review of current CNS/CMS posts takes place and that posts needed for the future are identified. This will ensure that a critical and sustainable mass of CNSs/CMSs develops in response to service need. In order to ensure that this is sustainable, a needs assessment of skills and competencies is necessary at service, regional and national levels. In order to ensure that the appropriate competencies and skills will be available third-level institutions and the centres for nurse education should be included in this needs assessment process. When a new post is identified but the caseload may be too small to warrant one whole time equivalent, consideration should be given to developing the post across services/sites/care settings or in other innovative ways. As part of its statutory monitoring function, the National Council audits and analyses the development of new posts, taking into account national and international developments. The National Council issues position papers outlining priority areas for development for CNS/CMS roles.

PART 2 Definition of the role of clinical nurse/midwife specialist							
Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts

The area of specialty is a defined area of nursing or midwifery practice that requires application of specially focused knowledge and skills, which are both in demand and required to improve the quality of patient/client care.

This specialist practice will encompass a major clinical focus, which comprises assessment, planning, delivery and evaluation of care given to patients/clients and their families in hospital, community and outpatient settings. The specialist nurse or midwife will work closely with medical and para-medical colleagues and may make alterations in prescribed clinical options along agreed protocol driven guidelines.

The specialist nurse or midwife will participate in and disseminate nursing/midwifery research and audit and provide consultancy in education and clinical practice to nursing/midwifery colleagues and the wider interdisciplinary team.

A nurse or midwife specialist in clinical practice has undertaken formal recognised post-registration education relevant to his/her area of specialist practice at level 8 or above on the NQAI framework¹. Such formal education is underpinned by extensive experience and clinical expertise in the relevant specialist area. The level of practice of a CNS/CMS is higher than that expected of a staff nurse or midwife.

¹ The National Qualifications Authority of Ireland (NQAI) provides a framework which comprises ten levels, with each level based on specified standards of knowledge, skill and competence. These standards define the outcomes to be achieved by learners seeking to gain awards at each level. A higher diploma and an honours degree as distinct from an ordinary level degree are at level eight of the NQAI framework (www.nqai.ie).

PART 3 Criteria for posts

Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts
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The National Council's criteria for CNS/CMS posts must be met when devising the job description. The development of the post must be based on service need and should reflect epidemiological and demographic trends within the region.

1. The post must arise from an identified health service need.
2. The area of specialty is a defined area of nursing or midwifery practice requiring the application of specially focused knowledge and skills, which are necessary to improve the quality of patient/client care.
3. The post must have a major clinical focus, incorporating assessment, planning, delivery and evaluation of care given to patients/clients and their families in hospital, community and outpatient settings.
4. The post will allow for its holder, in consultation where necessary with the interdisciplinary team, to make clinical decisions based on agreed protocols.
5. The post will involve working closely with medical, paramedical and other colleagues.
6. The post requires that practice should be research and evidence-based and dissemination of research be paramount.
7. The post involves participation in nursing/midwifery research and audit.
8. The post involves being an advocate for the patient/client.
9. The post involves being a consultant to both to nursing/midwifery colleagues and the wider interdisciplinary team, both across sites and across conventional boundaries of care.
10. The reporting relationship on professional nursing and midwifery matters must be to a nursing/midwifery manager.²

PART 4 Criteria for the individual clinical nurse/midwife specialist

Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts
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A nurse or midwife who wishes to pursue the career pathway of clinical nurse/midwife specialist must fulfil the National Council's criteria in order to be eligible to apply for a CNS/CMS post. All job descriptions for CNS/CMS posts have a person specification which outlines the essential and specific requirements for the post in relation to years qualified, years in the specialty and educational preparation.

1. The person must be a registered nurse or midwife.
2. The person must be registered in the division in which the application is being made. In exceptional circumstances which must be individually appraised, this criterion may not apply.
3. The person must have extensive experience and clinical expertise i.e. a minimum of five years post registration experience (following registration either in midwifery or in the division of nursing in which the application is being made) including a minimum of two years experience in the specialist area.
4. The person must have the ability to practise safely and effectively, fulfilling his/her professional responsibility within his/her scope of practice (An Bord Altranais 2000a).
5. The person must provide evidence that they engage in continuing professional development.
6. The person must have undertaken formal recognised post-registration education relevant to his/her area of specialist practice at level 8 or above on the NQAI framework (major award)³. If the person does not meet the educational criteria

² In the absence of a nursing/midwifery management structure formal links must be established with an agreed nurse/midwife manager with regard to professional matters. This may be organised on a local basis as appropriate and could be through the NMPDUs.

³ The National Qualifications Authority of Ireland (NQAI) provides a framework which comprises ten levels, with each level based on specified standards of knowledge, skill and competence. These standards define the outcomes to be achieved by learners seeking to gain awards at each level. A higher diploma and an honours degree as distinct from an ordinary level degree are at level eight of the NQAI framework (www.nqai.ie).



of having undertaken formal recognised post-registration education relevant to his/her area of practice at level 8 or above on the NQAI framework, then the person will still be eligible to apply for the post. If offered the post the person must sign a contract with his/her employer stating that they will undertake the relevant post-registration level 8 education within three years⁴. The employee and employer have responsibility to honour the terms of this contract. The continuation of designation of CNS/CMS status will be reviewed by the employer. Where a CNS/CMS does not complete their contracted education their continuation in the post will be reviewed. The National Council will monitor this contract on an annual basis.

Organisations must detail the essential qualifications, experience and competencies that are required to fulfil the role and functions of the job. These essential qualifications and experience must be at least at the level required by the National Council. Where particular competencies are required for the post employers can specify further education requirements such as continuing professional development, specific modules, a higher diploma or equivalent qualifications reflecting a particular expertise necessary to ensure the competencies for the post.

As with any job application process a nurse or midwife applying for a CNS/CMS post must demonstrate on application and at interview that they have the competencies necessary to fulfil the job description as detailed in the person specification. These competencies are gained through formal education, continuing professional development and clinical experience. These competencies must be relevant to the context of practice. Therefore the individual's formal education (at level 8 post registration on NQAI framework), continuing professional development and clinical experience must also be relevant to the context of practice.

PART 5 Core concepts for the clinical nurse/midwife specialist role

Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts
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Clinical focus

The CNS/CMS's work must have a strong patient focus whereby the speciality defines itself as nursing or midwifery and subscribes to the overall purpose, functions and ethical standards of nursing or midwifery. The clinical practice role may be divided into *direct* and *indirect* care. *Direct* care comprises the assessment, planning, delivery and evaluation of care to patients and their families. *Indirect* care relates to activities that influence others in their provision of direct care.

Patient/Client advocate

The CNS/CMS role involves communication, negotiation and representation of the patient/client values and decisions in collaboration with other health care workers and community resource providers.

Education and training

The CNS/CMS remit for education and training consists of structured and impromptu educational opportunities to facilitate staff development and patient/client education. Each CNS/CMS in tandem with his/her line manager is responsible for his/her continuing professional development, including participation in formal and informal educational activities, thereby ensuring sustained clinical credibility among nursing/midwifery, medical and paramedical colleagues.

Audit and research

Audit of current nursing/midwifery practice and evaluation of improvements in the quality of patient/client care are essential requirements of the CNS/CMS role. The CNS/CMS must keep up to date with relevant current research to ensure evidence-based practice and research utilisation. The CNS/CMS must contribute to nursing/midwifery research which is relevant to his/her particular area of practice. Any outcomes of audit and/or research should contribute to the next service plan.

Consultant

Inter and intra-disciplinary consultations, across sites and services are recognised as key functions of the clinical nurse/midwife specialist. This consultative role also contributes to improved patient/client management.

⁴ From 1st September 2010 all nurses and midwives who apply for CNS/CMS approval must have acquired a level 8 post-registration National Qualifications Authority of Ireland (NQAI) qualification (major award) relevant to his/her area of specialist practice *prior* to their application.

⁵ Unless exceptional circumstances exist which are agreed formally in writing with Director of Nursing/Midwifery or employer, the National Council and NMPDU

PART 6 Core competencies

Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts
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The competence of a CNS/CMS encompasses that of a nurse or midwife practising at primary level, and as such, the necessary competencies for entry to registration as deemed by An Bord Altranais (2000b) are pre-requisites to specialist practice⁶.

Specialist practice is developed within the context of the *Scope of Nursing and Midwifery Practice Framework* (An Bord Altranais 2000a).

Competencies for specialist practice may be categorised into core and specific competencies. Core competencies are those that emerge from the core concepts of the role of the CNS/CMS. The core competencies of the CNS/CMS are shared by all who practice at specialist level. Specific competencies are those identified as specific to the practice role and setting. Due to the diverse nature of roles and settings, the responsibility for detailing specific competencies for the specific roles lies with the service providers and should be outlined in the job description. The *Clinical Nurse/Midwife Specialist Role Resource Pack 2nd Edition* (2008) is a useful tool to enable each CNS/CMS with their line manager to develop competencies specific to the post and the patient or client need. The pack is available on the National Council's web site (www.ncnm.ie).

Table 1 demonstrates the core competencies deemed necessary for clinical nurse/midwife specialists. The core competencies are associated with the five core concepts as outlined on page seven.

Table 1: Core Competencies

CORE CONCEPT	ASSOCIATED COMPETENCIES
Clinical focus	The CNS/CMS: <ul style="list-style-type: none"> • Articulates and demonstrates the concept of nursing and midwifery specialist practice within the framework of relevant legislation, the <i>Scope of Nursing and Midwifery Practice Framework</i> (An Bord Altranais 2000a), <i>The Code of Professional Conduct</i> (An Bord Altranais 2000c) and <i>Guidelines for Midwives</i> (An Bord Altranais 2001). • Possesses specially focused knowledge and skills in a defined area of nursing or midwifery practice at a higher level than that of a staff nurse/midwife. • Performs a nursing/midwifery assessment, plans and initiates care and treatment modalities within agreed interdisciplinary protocols to achieve patient/client-centered outcomes and evaluates their effectiveness. • Identifies health promotion priorities in the area of specialist practice. • Implements health promotion strategies for patient/client groups in accordance with public health agenda.
Patient/client advocacy	<ul style="list-style-type: none"> • Enables patients/clients, families and communities to participate in decisions about their health needs. • Articulates and represents patient/client interests in collaboration with the interdisciplinary team. • Implements changes in healthcare service in response to patient/client need and service demand.
Education and training	<ul style="list-style-type: none"> • Provides mentorship, preceptorship, teaching, facilitation and professional supervisory skills for nurses and midwives and other healthcare workers. • Educates patients/clients, families and communities in relation to their healthcare needs in the specialist area of practice. • Identifies own Continuing Professional Development (CPD) needs and engages accordingly.
Audit and research	<ul style="list-style-type: none"> • Identifies, critically analyses, disseminates and integrates nursing/midwifery and other evidence into the area of specialist practice. • Initiates, participates in and evaluates audit. • Uses the outcomes of audit to improve service provision. • Contributes to service planning and budgetary processes through use of audit data and specialist knowledge.
Consultancy	<ul style="list-style-type: none"> • Provides leadership in clinical practice and acts as a resource and role model for specialist practice. • Generates and contributes to the development of clinical standards and guidelines. • Uses specialist knowledge to support and enhance generalist nursing/midwifery practice.

⁶ An Bord Altranais outlines five Domains of Competence which represent the level the student must meet on completion of the registration education programme. These domains are:

- Domain 1. Professional/Ethical Practice
- Domain 2. Holistic Approaches to Care and the Integration of Knowledge
- Domain 3. Interpersonal Relationships
- Domain 4. Organisation and Management of Care
- Domain 5. Personal and Professional Development



PART 7 Process for approval of CNS/CMS posts							
Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts

Approval of clinical nurse/midwife specialist posts is a three part process involving the service provider, the regional Nursing and Midwifery Planning and Development Units (NMPDU's) and the National Council.

(A) Service level

As the *Evaluation of the Effectiveness of the Role of Clinical Nurse/Midwife Specialist* (National Council 2004) confirms, the development of CNS/CMS posts must be determined by service need. Once the health service provider has established the service need for a clinical nurse/midwife specialist post a competency based job description (see pages 12-14) should then be completed and submitted to the director of the NMPDU within the region. The job description must encompass the five core concepts and the level of decision making should be made explicit. The job description must be accompanied by a signed application form and a financial approval form (pages 15-18).

(B) Regional level

At regional level the NMPDUs review the job description and person specification, and examine the proposed post using the criteria stated by the National Council on page 6. At this stage, the job description and person specification will be deemed either to meet the criteria and approved, or not to meet the criteria, in which case further information may be sought. The NMPDU monitors the development of the posts from a regional perspective taking into account current demographic and epidemiological disease profiles and current CNS/CMS posts in the region. When the NMPDU has approved the post and/or the person a copy of the application form and financial approval form, the job description and person specification, and any other relevant documentation should be forwarded to the National Council.

(C) National level

The National Council ascertains that its criteria have been met and that the job description and person specification accurately reflects the core concepts and competencies of the CNS/CMS position. If all of the criteria have been met the post details are then entered onto the CNS/CMS database. If the application does not meet all the relevant criteria, the National Council will not enter data onto the database and the NMPDU will be contacted to take appropriate action.

PART 8 Process for approval of individual nurses and midwives into CNS/CMS posts							
Assessing the need for CNS/CMS posts	Definition of the role of CNS/CMS	Criteria for posts	Criteria for the individual CNS/CMS	Core concepts for the CNS/CMS role	Core competencies	Process for approval of CNS/CMS posts	Process for approval of individual nurses and midwives into CNS/CMS posts

Application for approval for an individual nurse or midwife as a CNS/CMS can be made at the time of application for post approval or in order to fill a previously approved post which is vacant. The National Council's criteria for the person (see page 6) must be adhered to.

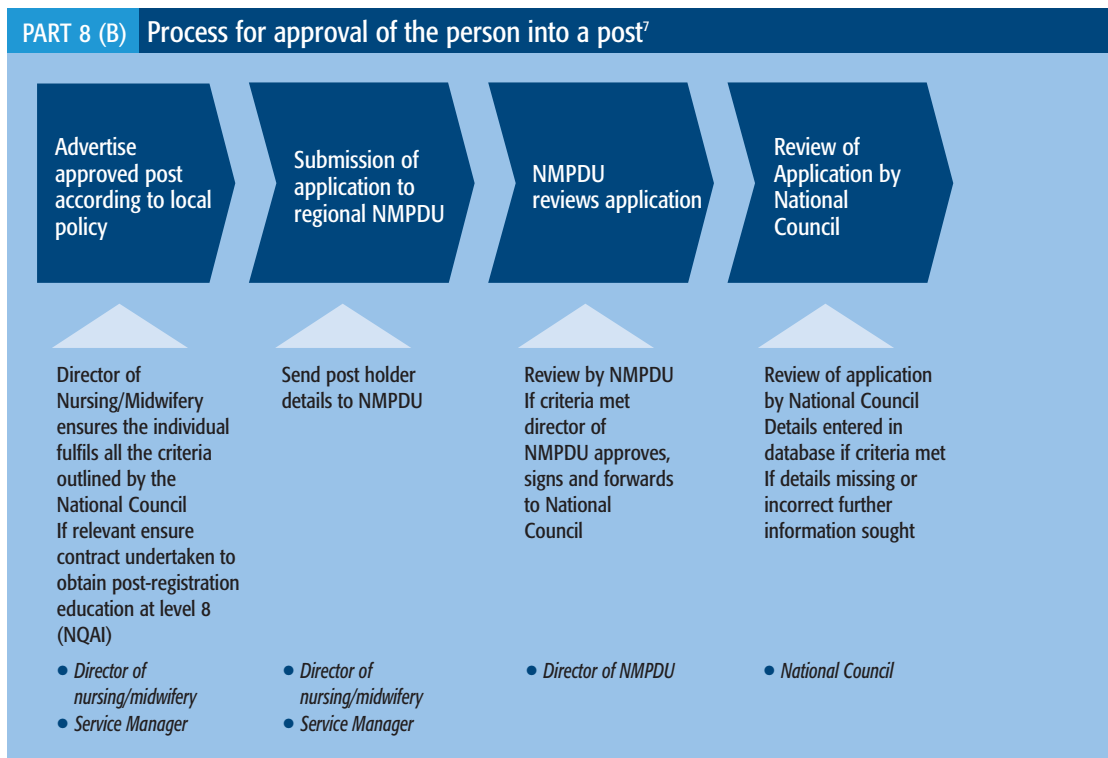
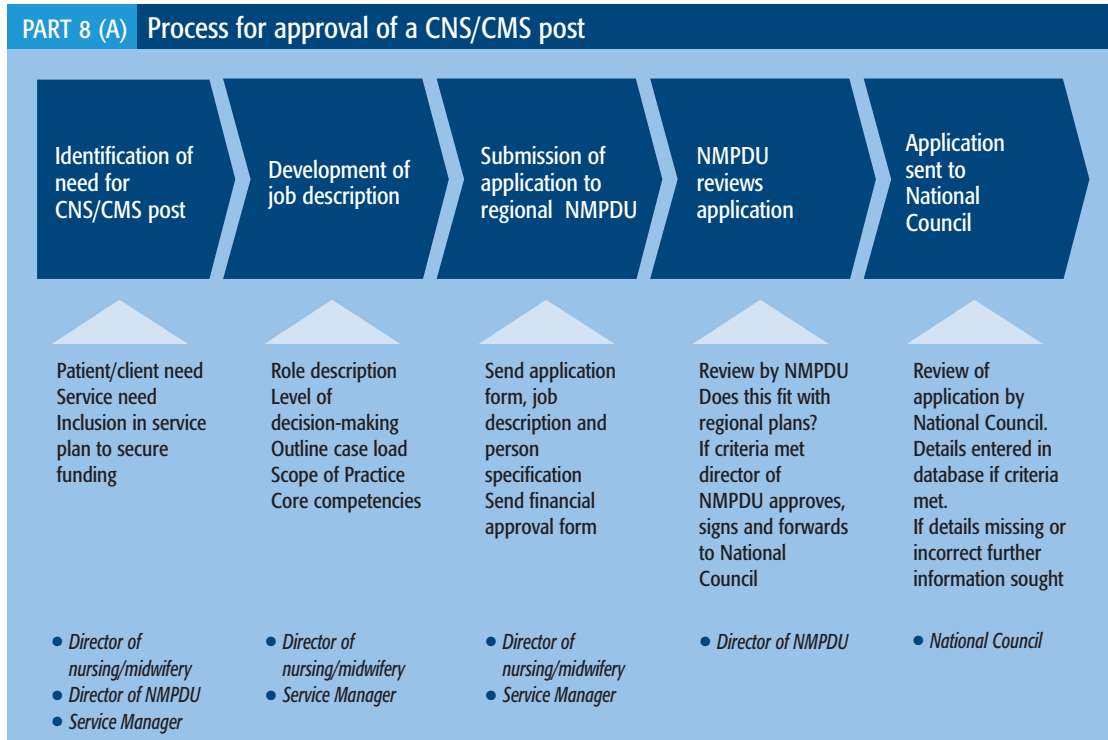
The application for the person should be submitted to the NMPDU for approval, the NMPDU then submits the application to the Council for entry onto the database. The National Council ascertains that its criteria have been met, if the application does not meet all the relevant criteria the National Council will not enter the details onto the database and the NMPDU will be contacted to take the appropriate action.

Employer Responsibility

Employers should update previous job descriptions to take account of identified changes in service need and additional competencies that may be required. Any changes to the status of the post, i.e., a change from full time to job sharing or a reduction in hours should be notified to the National Council via the NMPDU in writing.

National Council Responsibility

As part of its statutory monitoring function the National Council conducts regular audits to identify the commitment to undertake post-registration education at level 8 (NQAI) for those nurses and midwives who have given a contractual undertaking to do so and takes appropriate action as necessary.



⁷ This process can be done at the time of the original application or at a later date as a separate process as appropriate

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- Office of the Nursing Service Director, Health Service Executive (2008) *Report of the Post-Registration Nursing and Midwifery Education Review Group* HSE, Dublin

Aid to Developing Job Descriptions

The following is an aid to assist the relevant healthcare and/or human resource personnel in the formulation of the job description for clinical nurse/midwife specialists.

Role Description

HEADING	DETAILS TO BE INCLUDED UNDER EACH HEADING
Job Title	<ul style="list-style-type: none"> • Clinical Nurse Specialist (+ title of specialty) • Clinical Midwife Specialist (+ title of specialty) • The area of specialty is a defined area of nursing/midwifery practice requiring the application of specially focused knowledge and skills which are necessary to improve the quality of patient/client care
Grade	<ul style="list-style-type: none"> • Equivalent to Clinical Nurse/Midwife Manager 2 (CNM2/CMM2)
Whole Time Equivalent Hours	<ul style="list-style-type: none"> • The hours in which the post-holder is employed in the CNS/CMS capacity must be stated • The person may be employed in a full-time or part-time capacity by the organisation.⁸
Reporting Relationship	<p>The post-holder is:</p> <ul style="list-style-type: none"> • Professionally accountable to a senior nurse/midwife manager⁹
Location	<ul style="list-style-type: none"> • Department/Centre/Unit • Hospital/Service/Organisation • Health Region
Background to Post	<p>Generic</p> <ul style="list-style-type: none"> • The health care need addressed by the introduction of the CNS/CMS post should be outlined • The likely benefits and outcomes of a CNS/CMS service for patient care should be enumerated. References may be made to relevant health policy documents <p>Specific</p> <ul style="list-style-type: none"> • Evolution and development of nursing/midwifery roles in the specific clinical practice area • Effect of policy changes on professional practice and health service provision (local/national/international) • Geographical aspects of the service • Demographics of the region/locality • Service need addressed by post
Purpose of Post	<p>Indicate:</p> <ul style="list-style-type: none"> • How the post (will) contribute(s) to optimal healthcare provision • How the post (will) complement(s) the role of other members of the interdisciplinary health care team(s)

⁸ 18.75 hours is considered the minimum hours per week that a CNS/CMS should work, in order to maintain their competencies required for the role. Where the post is less than 18.75 hours substantive additional evidence will need to be supplied detailing how the post-holder will be able to fulfil all the core concepts of the role and how maintenance of competency will be achieved.

⁹ In the absence of a nursing/midwifery management structure formal links must be established with an agreed nurse/midwife manager with regard to professional matters. This may be organised on a local basis as appropriate and could be through the Nursing and Midwifery Planning and Development Units.



Role Description cont

HEADING	DETAILS TO BE INCLUDED UNDER EACH HEADING
RESPONSIBILITIES	
Clinical Focus • Direct Care • Indirect Care	<ul style="list-style-type: none"> • Indicate how responsibilities/tasks relate to the specialist area • Assessment, planning, delivery and evaluation of care to patients/clients and families - give specific examples of assessment methods and aims of same, examples of interventions and their likely outcomes, etc • Details of patient/client case load - approximate numbers attended in own unit and in other settings (if appropriate), presenting conditions/diseases, etc • Details of any nurse-led/midwife-led services/clinics, etc • Activities influencing others (members of the interdisciplinary team, family, other carers) - examples of these activities
Patient/Client Advocate	<ul style="list-style-type: none"> • Communicates, negotiates and represents patient/client values and decisions in collaboration with other professionals and community resource providers • Elaborate on how this extends beyond that of a staff nurse/midwife
Education and Training	<ul style="list-style-type: none"> • Facilitates staff development and patient education • Specify - grades of staff/members of interdisciplinary team for whom education/training programmes the CNS/CMS (will) provide(s) educational/training activities; other persons for whom the CNS/CMS (will) provide(s) education/training programmes (e.g: patients/clients, family members, carers; support groups; professional associations, etc); types of education/training programmes (to be provided by the CNS/CMS (i.e. formal and informal activities)
Audit and Research	<ul style="list-style-type: none"> • The CNS/CMS should at the very least be delivering nursing/midwifery care based on the best and most current evidence available • Audits current nursing/midwifery practice • Evaluates improvements in the quality of patient care • Contributes to nursing/midwifery research relevant to the area of practice
Consultant	<ul style="list-style-type: none"> • Consults with and is a consultant to other nurses/midwives and other healthcare professionals both within and outside the service

Personal Specification

HEADING	DETAILS TO BE INCLUDED UNDER EACH HEADING
Qualifications	<ul style="list-style-type: none"> The applicant must be a registered nurse or midwife on An Bord Altranais' live register The person must be registered in the division in which the application is being made. In exceptional circumstances which must be individually appraised, this criterion may not apply. The person must have undertaken formal recognised post-registration education relevant to his/her area of specialist practice at level 8 or above on the NQAI framework (major award)¹⁰. If the person does not meet the educational criteria of having undertaken formal recognised post-registration education relevant to level 8 or above on the NQAI framework, then the person will still be eligible to apply for the post. If offered the post the person must sign a contract with his/her employer stating that they will undertake the relevant post-registration level 8 education within three years^{11 12}.
Experience	<ul style="list-style-type: none"> The person must have extensive experience and clinical expertise i.e. a minimum of five years post registration experience (following registration either in midwifery or in the division of nursing in which the application is being made) including a minimum of two years experience in the specialist area.
Competencies	<ul style="list-style-type: none"> Identify core and specific competencies required to fulfil the role description The core competencies for CNS/CMS (page 8) as defined by the National Council should be included together with specific competencies for the role as defined by the employer.
Terms of service	<ul style="list-style-type: none"> In accordance with local/organisational/national policy It is important to specify that the job description and person specification may be subject to review in accordance with local/national policy and guidelines in consultation with the post holder.

Terms of service

HEADING	DETAILS TO BE INCLUDED UNDER EACH HEADING
Terms of service	<ul style="list-style-type: none"> In accordance with local/organisational/national policy It is important to specify that the job description and person specification may be subject to review in accordance with local/national policy and guidelines in consultation with the post holder.

¹⁰ The National Qualifications Authority of Ireland (NQAI) provides a framework which comprises ten levels, with each level based on specified standards of knowledge, skill and competence. These standards define the outcomes to be achieved by learners seeking to gain awards at each level. A higher diploma and an honours degree as distinct from an ordinary level degree are at level eight of the NQAI framework (www.nqai.ie).

¹¹ From 1st September 2010 all nurses and midwives who apply for CNS/CMS approval must have acquired a level 8 post-registration National Qualifications Authority of Ireland (NQAI) qualification (major award) relevant to his/her area of specialist practice *prior* to their application.

¹² Unless exceptional circumstances exist which are agreed formally in writing with Director of Nursing/Midwifery, the National Council and NMPDU

CNS/CMS Application Form - Post and Post-Holder

To be completed by the Director of Nursing/Midwifery or employer and submitted to the Nursing and Midwifery Planning and Development Unit to process and send to the National Council

Post Details

National Council Post No:
(if known)

Title of Post:

Indicate if this is: (A) A new post

(B) A previously approved post

If (B) state name of previous post holder:

Whole time equivalent hours:

Job description and person specification enclosed:

YES

Name of organisation:

Address of organisation:

Name of HSE area:

DATA PROTECTION ACT: Information submitted will be held on computer. Personal Information will not be disclosed to any third party.



Post-Holder Details

First name (s):

Last name (s):

Maiden name (if applicable): Date of birth:

Gender: MALE FEMALE

Grade of previously held post: STAFF NURSE CNM1 CNM2

Other (please indicate):

Registerable qualifications (please insert year of initial registration in each division of the register as applicable): Division (please tick)

- RGN Year
- RPN Year
- RM Year
- RCN Year
- RNID Year
- PHN Year
- RNT Year

Number of years post-registration experience
(in the division of the register in which the applicant is currently practising)

Number of years experience in the specialist area
(in the speciality in which the person is currently practising and that apply to this application)

Post-registration academic awards (Service Managers should have verified original academic awards)

Title of award	NQAI Level	Duration of the programme	Awarding body	Year of award



Evidence of continuing professional development (please use additional sheets of paper as required):

If the applicant has **NOT** undertaken relevant post-registration level 8 education, he or she must contractually agree with his/her manager to undertake such an award within three years.¹³

The applicant **has** a relevant post-registration Level 8 NQAI academic award: YES NO

The applicant **does not** have a relevant post-registration level 8 NQAI academic award and has signed a contract with his/her employer to undertake such a course within three years: YES NO

If you have ticked 'Yes' please give details, in the space provided below, of intended post-registration level 8 NQAI academic award, including proposed year of commencement, title of award and awarding institution:

Signature of Director of Nursing/Midwifery or employer

Date:

Address:

Signature of Director of Nursing and Midwifery Planning and Development Unit

Date:

Address:

¹³ Unless exceptional circumstances exist which are agreed formally in writing with Director of Nursing/Midwifery or employer, the National Council and NMPDU

Financial Approval Form for CNS/CMS Posts

All applications must be accompanied by a financial approval form which has been signed by the authorised budget holder.

Title of CNS/CMS post:

Name of Hospital/Service:

Has funding for this post been approved at the level of Clinical Nurse/Midwife Manager II?

YES

NO

Whole-time equivalent hours:

Authorised budget holder signature:

Title:

Date:

This declaration must be submitted by the hospital/service to the National Council together with the application form via the Nursing & Midwifery Planning & Development Unit.

DATA PROTECTION ACT: Information submitted will be held on computer. Personal Information will not be disclosed to any third party.



National Council for the
Professional Development
of Nursing and Midwifery

An Chomhairle Náisiúnta d'Fhorbairt
Ghairmiúil an Altranais agus
an Chnámhseachais

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