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**Post: Travel clinic nurse**

**Pay scale:** Band 5/6, higher banding will be considered for the right candidate

**Hours:** Initially 1 day/week on Saturday. Flexible and part-time initially with increasing hours according to client demand

**Responsible and accountable to:** Medical adviser, ***Travel Klinix***

**Location:** Coventry, West Midlands

**Job description**

We are looking for a travel clinic nurse in a newly formed independent travel clinic based in the West Midlands.

This is an exciting opportunity for a registered nurse to help develop and shape the future of this new service. Although experience would be beneficial, it is not essential as full training will be given. Much more important is someone who has passion, energy, enthusiasm and demonstrates a willingness to learn. An interest in travel is essential.They also need to have excellent communication skills. The role is initially part-time and flexible. Full details of the service is available at www.travelklinix.com

**Summary of role**

Travel clinic role

* You'll be responsible for running and day-to-day management of the clinic (training will be given)
* Provide an individualised risk assessment of travellers
* Management of the prospective traveller offering up to date, evidence-based general advice, malaria prophylaxis and vaccinations
* You will offer prophylaxis and vaccinations under the clinic's patient group directions (PGDs)
* With experience and training, you will develop policies and procedures in travel medicine following national and international guidance

Other roles

* As the clinic develops you will offer health screening and investigations such as blood tests, ECGs, etc
* You will also assist the consultant in the post travel assessment including pre-screening, point of care testing and observations

**Specific duties**

* Risk assessment of the overseas traveller based on an up-to-date knowledge and geographical distribution of health risks and diseases
* Evidence-based risk management of the overseas traveller
* Understanding of the principles of consent
* Understanding the principles of vaccine storage and the importance of the cold chain
* Administration of vaccination and dispensing of malaria prophylaxis under patient group directions (PGDs) and patient specific directions (PSDs)
* Provision of general health advise on non-vaccine preventable diseases and risks
* An awareness of complex problems and the need to seek advice from other resources and/or the medical adviser
* Use of relevant resources such as online databases
* Recording of specific advice and procedures on relevant patient administration system
* Venepuncture – for screening bloods and the point of care testing

**Professional responsibilities**

* Adheres to their nursing and midwifery Council standards
* Complies with policies, procedures and guidelines of the organisation
* Participates in audit and service evaluation projects
* Maintains up-to-date knowledge of travel medicine by continual programme of professional development
* Undertakes training in anaphylaxis and CPR training with annual updates
* Stores vaccines appropriately and rotates and orders stock in a timely manner

**Other duties**

* On occasions will need to welcome patients and book them into clinic
* If necessary, handle cash till and card payments and also ensure deposits to the bank

This job description is only a guide and is not exhaustive. The successful candidate will be expected, if necessary, to be flexible in performing other duties consistent with their skills and banding.

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| PERSON SPECIFICATION | Essential | Desirable |
| 1. **Qualifications**  * Registered nursing qualifications * Post registration experience * Experience in travel health * Additional qualifications in health | ✓  ✓ | ✓  ✓ |
| 1. **Knowledge and skills**  * An interest in travel health * Understands and is able to implement principles of informed consent * Experience in administering vaccinations * Experience of working under patient group directions * Computer literate and proficient in Microsoft Word * Previous experience of patient databases * ECDL qualification | ✓  ✓  ✓  ✓ | ✓  ✓  ✓ |
| 1. **Personal attributes**  * Highly self-motivated * Must have a problem-solving attitude * Show a willingness to learn new skills and concepts * Must be an excellent communicator with both the public and colleagues * Possess a business aptitude | ✓  ✓  ✓  ✓ | ✓ |
| 1. **Working arrangements**  * Be prepared to work flexibly including Saturdays and evenings * Show willingness to perform administrative duties as required * Be willing to cover for colleagues at short notice to ensure smooth running of the service * Be willing to work away from base to provide a place of work vaccination service * A full driving licence | ✓  ✓  ✓  ✓  ✓  ✓ |  |

Informal enquiries are welcome. Please contact Dr Ravi Gowda by email: [info@travelklinix.com](mailto:ravi.gowda@travelklinix.com)

Please submit your application by letter and CV to Dr Ravi Gowda, Infection and Tropical Medicine, Medical offices, 3rd floor East Wing, University Hospital Coventry, Clifford Bridge Road, Coventry, CV2 2DX or by email to

[info@travelklinix.com](mailto:ravi.gowda@travelklinix.com)