# Generic job description and selection criteria

|  |  |
| --- | --- |
| Job title | Research Nurse |
| Department |  |
| Grade and salary | Grade 7 |

## Job description

### Overview of the role

To co-ordinate and manage the nursing support for clinical research studies in a hospital [and/or] community setting.

### Responsibilities/duties

* Take responsibility for the overall nursing support provided in trial recruitment, management and co-ordination
* Organise and manage the nursing staff involved with individual projects/trials on a day-to-day basis, providing professional guidance as required
* Contribute to the identification of research strategies, recruit and screen new participants in order to establish their eligibility and safety to enter the study and to register/randomise participants into studies
* Facilitate the informed consent process (appropriate to age and understanding) and to provide ongoing information, education and support to participants
* Collect blood and other samples as required by the study protocol
* Perform clinical assessment of patients whilst in hospital and provide ongoing follow up care
* Ensure that study specific investigations are undertaken as required by the study protocol and develop new processes as necessary
* Accurately document data collected into the case report forms and to ensure that clinical study recruitment records are accurately maintained
* Attend multi-disciplinary meetings, and appropriate clinics, and to act as a resource to the members of the multidisciplinary team
* Run database reports, analyse and report on information gathered during the project/trial/study
* Liaise with clinical study personnel outside the hospital as necessary

## Selection criteria

### Essential

* Registered qualified Nurse
* Evidence of continuous professional/academic development
* Ability to co-ordinate and manage nursing staff
* Experience of performing clinical assessments of patients
* Computer literate in Microsoft Access, Excel, Word
* Excellent written and oral communication skills, evidenced by the ability to explain and interpret procedures clearly and sensitively
* Ability to act on own initiative, but also to contribute as part of a team

### Desirable

* Experience of working in a clinical research environment
* Post registration experience in a hospital or community setting
* International Conference on Harmonisation (ICH) - Good Clinical Practice (GCP) training