

EUROPEAN SOCIETY OF GASTROENTEROLOGY AND
ENDOSCOPY NURSES AND ASSOCIATES
(E.S.G.E.N.A.)

European Job Profile for Endoscopy Nurses

The European Job Profile has been developed by the ESGENA Education Working group in 2002.

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The authors of the profile are members of the ESGENA Education Working Group, listed in the enclosed table

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1. Introduction:

Over the last 20 years, endoscopy has become an essential tool in diagnosis and therapy. Parallel to technical developments and the specialisation of physicians, endoscopy nursing has been developed as a discipline with highly qualified nursing and assistance tasks working alongside the endoscopist. Endoscopy nurses work within a multidisciplinary team both in hospital and general practice / primary care.

The scope of endoscopy nurses' practice varies from country to country. In some countries, the field of Endoscopy nursing includes not only e.g. gastroenterology endoscopy, but also thoracic medicine, urology, surgery, gynaecology, etc. In a second group of European countries, the focus is on the subject Gastroenterology. Consequently the nurses' work not only includes Endoscopy, but also Stoma care, PEG, nutrition, IBD, in- and out patient care in gastroenterology, etc.

Whereas job profiles have been established in some European countries, the structure and content varies from one country to another. Therefore, the European Society of Gastroenterology and Endoscopy Nurses and Associates (ESGENA) has developed a European job profile for endoscopy nursing in order

- to offer clear and structured information about the endoscopy nursing
- to promote the discussions in the membership countries concerning endoscopy nursing as a recognised speciality
- to offer a structure for the development of national specific profiles.

Furthermore the European job profile will be used as a basis for the development of a European core curriculum.

2. Philosophy

- a) The Endoscopy nurse is a specialist nurse whose goal is to provide optimal care and thereby enhance the quality of life of patients undergoing diagnostic or therapeutic endoscopy procedures. This is accomplished as a member of a multidisciplinary health care team whose practice is governed by ethics and professional codes of conduct, the patient's needs being the primary focus of all concerns. (Safe practices for gastrointestinal endoscopy; BSG 1989)
- b) Every patient undergoing a diagnostic or therapeutic endoscopy has the right to be treated by a qualified nurse, trained in the field of endoscopy care.
- c) The Endoscopy nurse is responsible for ensuring individualised, holistic patient care
- d) Health education is an integral part of the endoscopy nurse's role, with the emphasis on prevention, screening, education and support
- e) The endoscopy nurse has the responsibility for updating her / his knowledge by undertaking continuing education in order to provide evidence based practice
- f) The Endoscopy nurse is a professional who is accountable for her / his actions
- g) The Endoscopy nurse is a member of the multidisciplinary team and she / he acts as a patient's advocate within that team

3. Qualification and Competencies

A specialist nurse is a nurse formally educated and practically trained beyond the level of generalist nurse and authorised to practice as a specialist nurse with advance expertise in a branch of nursing (1). The specialised practice includes advance nursing and / or clinical skills and related tasks and advisory, research, teaching and administrative activities in the field of the speciality.

Competencies	Essential
Qualification	Qualified nurse after a formal period of education and training (including 3 years, 4600 hours) (2)
3.1 Entrance/Employment into Endoscopy Nursing	The qualified nurse is able to work in Endoscopy after passing the basic nurse education. It is recommended that she /he has a minimum of one year experience in general nursing (3)
Technical skills at Entrance/Employment into Endoscopy Nursing	Endoscopy nurses require a high level of technical skills. New recruits require the aptitude and ability to understand and undertake complex technical tasks
Interpersonal skills at Entrance/Employment into Endoscopy Nursing	Endoscopy nursing is characterised by short time , but intensive contact with patients. Endoscopy nurses work in an ambulatory setting. Therefore they should <ul style="list-style-type: none"> - be able to work independently or as part of a multi-disciplinary team. - should have a high level of communicative and organisational skills
3.2. Entrance into Endoscopy Specialist Training	Entry requirements for specialist nurse education in endoscopy are: <ul style="list-style-type: none"> - a minimum of one year experience after passing basic nurse education (3) - a minimum of 6 months experience in the field of endoscopy

1. Recommendations for Training in Nursing. Adversary Committee of training in Nursing (ACTN)
2. EU Directives 77/452/EEC
3. Framework for post basic nurse education. European Network of Nursing Organisations (ENNO) (11/2000)

4. Knowledge and Responsibilities

Endoscopy nurses perform a variety of functions. Their tasks and responsibilities cover the following areas:

- Holistic patient care
- Technical assistance during diagnostic and therapeutic procedures
- Care of endoscopic equipment
- Hygiene and infection control and prevention including reprocessing of endoscopic equipment
- Documentation and record keeping
- Organisation and Clinical management
- Health and safety
- Legal and ethical aspects
- Research
- Health and disease education of patient and carers
- Education and training of staff
- quality control

Outcome quality:

- The endoscopy nurse is responsible for a professional, holistic patient care in order to ensure patient's physical safety and psychological well-being before, during and after endoscopic procedure and to prevent any hazards or avoidable complications.
- The endoscopy nurse is responsible for professional and highly qualified technical assistance during endoscopic procedures
- The endoscopy nurse is responsible for the enhancement of co-operation within a multidisciplinary team within the endoscopy department and within the employing institution
- The endoscopy nurse is responsible for facilitating a safe environment for the benefit of herself /himself , the patients, colleagues and carers
- The endoscopy nurse is responsible for maintaining a learning environment for the benefit of herself / himself , the patients, colleagues and carers
- The endoscopy nurse is responsible for contributing to accurate and relevant record keeping

The following table should show the specialist knowledge, tasks and responsibilities of a trained endoscopy nurse

Detailed knowledge, tasks and responsibilities	Knowledge	Application
Underpinning knowledge		
	Anatomy, physiology, pathophysiology, relevant to endoscopic diagnostic and therapeutic procedures	Thorough understanding of the endoscopic procedure including indication, performance, risks and complications Distinguish normal and abnormal structures and functions of the examined organs
Holistic patient care in endoscopy		
	Nursing process applicable to endoscopic procedures	Assessment, identification of individual problems, planning, delivery and evaluation of nursing care, appropriate to patients undergoing endoscopic procedures
		Optimal pre-, intra-, post-procedure care for each patient undergoing endoscopic procedures
	Standards for practice in endoscopy	Physical preparation of the patient for endoscopic diagnostic or therapy, specific intra-and post-procedure care
	Psychology	Provide psychological support before, during and after endoscopic procedures
	Pharmacology, IV therapy, anaesthesiology, resuscitation	Monitoring of vital signs and assessment of patient's response to sedation before, during and after the procedure Identification of potential and-actual complications related to a endoscopic procedure. Appropriate response to the emergency situation
Holistic patient care in endoscopy		
	Health education and disease processes specific to conditions requiring diagnostic and therapeutic endoscopy.	Patient information and education, counselling about follow-up care
Technical Assistance		
	Knowledge about the construction, function and application of endoscopes and endoscopic accessories, thorough understanding of the procedures	Preparation and handling of instruments, equipment, including function testing and problem solving during use
	Knowledge of diagnostic and therapeutic endoscopic procedures including purpose, indications, contra-indications, performance, risks and complications	Technical assistance during diagnostic and therapeutic procedures

Detailed knowledge, tasks and responsibilities	Knowledge	Application
Care of endoscopic equipment		
	Knowledge about the construction, function, application and potential malfunction and hazards of endoscopic equipment	Competencies in equipment care Maintenance and storage of endoscopic equipment
	Knowledge about guidelines, regulations, law, manufactures instructions of respective equipment	Maintenance, care, use and disposal of endoscopic equipment according to guidelines, regulations, laws and manufactures instructions
Hygiene and infection control		
	Principles of the decontamination process with special consideration - of the complex construction of endoscopic equipment - of the methods and agents used	Decontamination and reprocessing of endoscopic equipment
	Infection risks in endoscopy Transmission of infection in endoscopy Potential risks to staff and patients during decontamination/reprocessing of equipment	Protection measures for staff , patients and environment
Documentation and record keeping		
	Nursing process applicable in endoscopic procedures Legal requirements for documentation Different formats and systems for documentation	<u>Patient documentation:</u> accurate documentation and record of patient's activities and individual patient care <u>Equipment documentation:</u> accurate documentation and record of use, reprocessing, maintenance and tracability <u>Department documentation:</u> take part in accurate documentation of departmental audit
Organisation, Clinical Management		
	Basic principles of clinical management specific to endoscopy	Time management of allocated work load, scheduling procedures, setting clinical priorities Appropriate use of initiatives (rewrite it !!!!!)
	Professional accountability relevant to endoscopic practice	conform with quality standards set locally, nationally and by professional nursing bodies work within the boundaries of education, training and experience

Detailed knowledge, tasks and responsibilities	Knowledge	Application
Professional development		
	Continuous update in the endoscopy field, general nursing and health care	Remain clinically effective in practice
Health & Safety		
	Health & Safety concerns for patients & staff in endoscopy (Chemical, ergonomics, Latex, Radiology, Electrical/Diathermy, Lifting, hazardous substances, etc.)	Takes appropriate action to protect patients, self and other members of the team from potential harm.
Legal, ethical aspects		
	Ethical, professional standards Guidelines, regulations, law relevant for general nursing and endoscopy nursing	Provide patient care within legal and ethical limits Act within boundaries of code of nursing conduct
Research		
	Data collection, documentation, analysis, interpretation, critical evaluation of publications	Provide evidence based practice Maintain and evaluate professional standards Participation in clinical research (trial study, testing new instruments, evaluation effectiveness of care and treatment),
Education and teaching of staff		
	Basic Pedagogy, learning and teaching methods	Maintaining clinical competencies through ongoing education Teaching and training of new staff within the endoscopy setting
Health and disease education of patient and carers		
	Principles of health education Disease process relevant to conditions requiring endoscopy	Provision of appropriate health and disease education to patients, their relatives and families and health care providers
The job profile does not address the specific needs, knowledge and skills of department leaders in endoscopy		

5. Job description:

The national wage agreements do not always demand a written formulation of a job profile in every European country. Nevertheless, a job profile is an important instrument of quality assurance like nursing process, nursing standards and nursing documentation. The employee receives clear and structured information about the tasks and responsibilities of endoscopy nurses. This clarity increases the satisfaction in the job and enhances the efficiency and motivation. Unnecessary lack of information and confusion about responsibilities can be avoided.

A national job profile is the basis for department specific job descriptions. It describes the smallest unit of a department / company: the employment / job. It varies according to the practice setting and its organisational structures. The duties vary depending on the size and number of procedures performed.

Job descriptions should include a number of common elements:

- Title of the position
- Job qualifications (essential and desirable qualifications, experience required)
Personal qualities and characteristics
- The person to whom the individual is responsible
- Incorporation of the employment into the structure of the hospital
- Connections and associations with other jobs of the department and the hospital

The job description gives detailed information about tasks and responsibilities concerning

- Holistic patient care
- Technical assistance during diagnostic and therapeutic procedures
- Care of endoscopic equipment
- Hygiene and infection control and prevention including reprocessing of endoscopic equipment
- Documentation and record keeping
- Organisation and Clinical management
- Health and safety
- Legal and ethical aspects
- Research
- Health and disease education of patient and carers
- Education and training of staff
- The job description should have a statement of lines of responsibilities / communication

National Society and National Representatives in the Working Party:

Country	Name of Society	Permanent Secretariat / Contact Person Web site	National Representative in the working party
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Greece	„ΕΛΛΗΝΙΚΗ ΕΝΩΣΗ ΝΟΣΗΛΕΥΤΩΝ ΕΝΔΟΣΚΟΠΙΚΩΝ ΜΟΝΑΔΩΝ“ = Hellenic Association of Endoscopy Nurses	Vassiliki Katsilaki Endoscopy Unit General Hospital of Alexandroupolis Makryianni 22, 68100 Alexandroupolis, Greece fax: +30 551 29 686 e-mail: katsil@hol.gr web site:	<ul style="list-style-type: none"> • Vassiliki Katsilaki Endoscopy Unit General Hospital of Alexandroupolis Makryianni 22, 68100 Alexandroupolis, Greece fax: +30 551 33331 e-mail: katsil@hol.gr
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