



Clinical Research Nurse Job Description

Post Title: Clinical Research Nurse in Ophthalmology

Job Summary: The Royal Victoria Eye and Ear Hospital and Royal College of Surgeons in Ireland are seeking a dynamic research nurse to coordinate a clinical research project in corneal transplantation. This is a multi-centre European study which will run over 4 years. The ideal candidate will be a highly motivated ophthalmic nurse who is interested in developing specialist skills in cornea/ocular inflammatory disease nursing or is interested in gaining valuable research nursing experience.

Department/Faculty: Royal Victoria Eye and Ear Hospital and Royal College of Surgeons in Ireland

Hours: 39 hours per week (Pro-rata). (Normally within the hours of 08.00 to 17.00 Monday to Friday as agreed - This role may require flexibility on occasion).

Reporting to: Professor Conor Murphy, Professor of Ophthalmology, RCSI/RVEEH / Ms Ailbhe Cullen, Director of Nursing, RCSI Clinical Research Centre / Ms Elspeth Finlay, Acting Director of Nursing, RVEEH

Location: Royal Victoria Eye and Ear Hospital and Royal College of Surgeons in Ireland (123 St Stephen's Green, Dublin 2)

Salary: Comparable to applicable point on HSE pay scale, subject to relevant experience

Duration of post: 4 years.

Candidate Requirements:

Mandatory

- Must be registered with an appropriate division of The Nursing and Midwifery Board of Ireland
- Minimum of 5 years post registration experience.
- Qualification to BSc level or above plus an appropriate level of experience from a combination of experience, training or Continuous Professional Development credits.
- Proven clinical skills.
- Excellent oral and written communication skills.

- Excellent organisational skills and analytical / problem solving skills
- High attention to detail
- Excellent interpersonal skills required to integrate as part of a diverse research team.
- Good IT skills including Microsoft Office (particularly Word, Excel and PowerPoint)

Desirable:

- Experience in the field of clinical research.
- Experience in the field of ophthalmic nursing
- Proven project management skills
- Biological sample handling and processing experience

Research responsibilities will include:

- Complete ethical submissions/correspondence for assigned clinical research studies as designated by the Principal Investigator.
- Ensure that all assigned studies are completed to the highest standards in accordance with Good Clinical Practice requirements, regulatory requirements and local and European legislation.
- Take responsibility for maintenance, upkeep and safekeeping of clinical research documentation, including: site files, case record forms, signed consent forms, Ethics and regulatory correspondence and patient identifiable data.
- Arrange study specific research meetings if necessary, including staff notification, completion and writing of minutes where applicable.
- Be responsible for ensuring assigned studies are conducted in exact accordance with the approved protocol
- Ensure research data is accurate and verifiable and is collected, stored and handled on site in compliance with data protection principles.
- Attend investigator meetings as appropriate relative to assigned studies.
- Ensure prompt management of all study related correspondence.
- Prepare studies for Internal / Sponsor / Irish Medicine Board audits if the need arises.
- Play a pivotal role in driving on-going clinical research projects. This includes educating relevant research and clinical staff on research projects, developing educational material / study information leaflets for staff
- Screen and recruit patients in to the study.
- Ensure the coordination and progress of designated research studies.
- Ensure patient confidentiality and dignity is assured and maintained at all times during a clinical trial/research project.
- Assist in ensuring the overall successful coordination and completion of the research project in line with best practice.
- Carry out other duties as appropriate to the post as may be assigned from time to time by the Professor of Ophthalmology.

Clinical Practice responsibilities will include:

- Provide nursing knowledge, expertise and care to patients participating in a clinical trial.
- Ensure that patients are fully informed of all details pertaining to the clinical trial/research project prior to their recruitment.
- Ensure patients have an understanding of their disease and the proposed research and standard treatment options.
- Work with a Multidisciplinary Team in evaluating and treating clinical problems, as they arise in the research settings.
- Ensure competence / training in all designated research activities prior to carrying out such activities on research participants.
- Adhere to The Royal Victoria Eye and Ear Hospital nursing practice policies and Royal College of Surgeons in Ireland policies for conducting ethical research.
- Ensure continuity of patient care by liaising with outside health care professionals, and those who are involved in clinical work as appropriate.
- Use agreed procedures to deal with referrals and enquiries from other hospitals
- Promote a safe clinical environment for patients, visitors and staff with due regard to Health and Safety and Risk Management issues.
- Attend out-patient clinics of Professor Murphy at the Royal Victoria Eye and Ear Hospital for the purpose of optimising patient recruitment to clinical research studies and the delivery of care to cornea/ocular inflammatory disease patients.

Professional development

- Maintain professional registration.
- Undertake further education as appropriate to keep updated with changes within the field of Clinical Research and / or Ophthalmology nursing as appropriate.
- Attend and participate in:
 - In service and staff education
 - Staff Conferences
 - Appropriate outside conferences and/or other professional development activities.
- Identify nursing research opportunities
- Take responsibility for own professional development and skills updating including maintaining a record of training activities and experience gained.
- Assist Professor Murphy and his team with the delivery of the undergraduate medical teaching programme in ophthalmology within the scope of your clinical experience and practice.

Quality Assurance

- Develop good lines of communication with the Principal Investigator and other key research/clinical stakeholders to ensure full awareness of the progress of designated research studies and to identify issues of concern early.
- Maintain clinical and administrative records and reporting arrangements.
- Provide a high quality efficient and effective service, respecting the needs of each patient.
- Continually monitor the service ensuring it reflects current needs and implement change where required.

- Implement quality control measures at your research site in compliance with Good Clinical Practice requirements and regulatory expectations.
- Work within the Standard Operating Procedures of your research site and affiliated institution/hospital.
- Take responsibility for developing Standard Operating Procedures for your research site as the need arises.
- Contribute to the maintenance of internal systems for recording clinical activity.
- Demonstrate commitment to evidence based practice.