**Appendix 5: Generic Fracture Liaison Nurse Specialist job description**

**Job title:** Fracture Liaison Specialist Nurse

**Location:** As appropriate

**Responsible to:**  Managerially: To be completed locally

Professionally: To be completed locally

**Grade:**  To be completed locally

**Job Summary**

1. To co-ordinate and be responsible for the development of the Fracture Liaison Service for **[*insert location*]**
2. To be aware of the Osteoporosis Guidelines for **[*insert location*]**involved in the Osteoporosis initiative.
3. To develop links and communication between the orthopaedic services and metabolic bone unit.
4. To develop appropriate referrals and pathways of care for patients admitted with fragility fractures that may have osteoporosis.
5. To be autonomous and be prepared to make decisions where appropriate, manage own time and workload and work individually as well as contributing to the team when necessary.
6. To assist in the establishment of a multidisciplinary unit for the diagnosis and management of bone disorders principally osteoporosis.
7. To act as a link person enhancing co-ordination and communication between the various members of the orthopaedic and medical teams, to the metabolic bone team as well as other areas that refer patients to the unit.
8. To help establish educational and health promotion programs for patients attending the unit and those seen at other sites.
9. To perform audit of the developing service and associated bone densitometry screening programs.
10. To be aware of time constraints and financial implications of developing the service projects.
11. To be responsible for accurate data entry and of data associated with research and be proficient in appropriate computer packages.
12. To identify any areas of opportunity within the unit for development of research, and assist in their evolution. To be involved in the submission of ethics proposals, grant applications and the setting up of research and audit.

**Core Responsibilities**

1. To ensure an efficient and effective service is given to patients who may have osteoporosis who are admitted with fragility fracture.
2. To liaise with all members of the team to ensure smooth running of the referral service and unit.
3. To develop and maintain accurate data collection and storage using computer skills.
4. To be skilled in patient assessment techniques such as taking histories and clinical skills including venepuncture for patients needing investigations.
5. To be a source of knowledge and provide educational support concerning osteoporosis and identification of research areas.
6. To be involved in the development of proposals, ethical requirements and implementation of research within the unit.
7. To maintain and update own knowledge and clinical skills of bone disorders to enable education and advice to be given to patients and their families.
8. To maintain and develop own personal and professional development according to professional guidelines.
9. To liaise with all members of the team to ensure smooth running of the unit.

This job description should be regarded only as a guide to the duties required and is not intended to be definitive.