

Our Ref: NG/RM/25435
Date: 27th February 2026

Nicola Griffiths
Deputy Director of Governance
North Staffordshire Combined Healthcare NHS Trust
Lawton House
Bellringer Road
Trentham
ST4 8HH

Reception: 0300 123 1535

Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 11th December 2025. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

Please could you provide us with the following information relating to advanced practitioners:

1. Please provide the total number of advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025. If possible, please break this information down by department or specialty.
2. a) Please could you provide the salary range for advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025.

b) Please could you provide the total salary expenditure for advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025.
3. Please could you provide the total number of hours worked by advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025.

Please see Appendix 1 attached.

All data is effective of the 31st December for each year.

4. a) Please could you provide us with any existing documentation which describes the job duties and responsibilities of advanced practitioners within your Trust/ Board.

b) If not covered in existing documentation, please confirm whether in your Trust/ Board advanced practitioners ever
 - i. make referrals to other specialties.
 - ii. hold crash / emergency bleeps.

Please see Appendix 2 attached.

5. Within your Trust/ Board, please could you tell us
 - a) If advanced practitioners are ever deployed on medical rotas. **N/A**
 - b) If advanced practitioners are permitted to cover doctor rota gaps. **N/A**
 - c) What grade of doctors advanced practitioners are permitted to cover for. **N/A**
 - d) If merged/ tiered/ general rotas with mixed staffing groups are used and if so, which types and grades of clinicians appear on these rotas. **N/A**

6. a) Please provide us with a copy of bank shift rotas currently used for all medical and non-medical roles within your Trust/ Board. **The Trust does not have Bank rotas. Bank usage is ad-hoc.**

 b) Please provide us with the current hourly rate-range paid to advanced practitioners working bank shifts in your Trust/ Board, broken down by years of service if applicable. **All bank pay is in line with AFC pay rates.**

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



Nicola Griffiths
Deputy Director of Governance

1. Please provide the total number of advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025
If possible, please break this information down by department or specialty.

Total headcount	31/12/2021	31/12/2022	31/12/2023	31/12/2024	31/12/2025
Mental Health - Community	7	8	7	9	12
Primary Care	6	9	9	10	9
Mental Health - General Psychiatry	2	2	2	3	5
Mental Health - Older People	1	1	2	3	3
Mental Health - Child and Adolescent	1	1	2	2	1
Grand Total	17	21	22	27	30

2

a) Please could you provide the salary range for advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025.

Full-time contracted salary range	31/12/2021	31/12/2022	31/12/2023	31/12/2024	31/12/2025
Minimum Salary	£40,057.00	£41,659.00	£45,996.00	£48,526.00	£47,810.00
Maximum Salary	£63,862.00	£65,262.00	£68,525.00	£72,293.00	£74,896.00

b) Please could you provide the total salary expenditure for advanced practitioners employed in your Trust/Board for each of the years 2021 to 2025.

Full year equivalent of actual salary	31/12/2021	31/12/2022	31/12/2023	31/12/2024	31/12/2025
Total	726,658.00	931,914.00	981,315.00	1,227,196.00	1,459,265.00

Salary expenditure does not include any on-costs and is based on the contracted salary only.

3. Please could you provide the total number of hours worked by advanced practitioners employed in your Trust/ Board for each of the years 2021 to 2025

Full year equivalent of contracted hours	31/12/2021	31/12/2022	31/12/2023	31/12/2024	31/12/2025
Total	29,276.60	36,550.13	36,836.91	42,702.68	49,689.43

Worked hours is based on contracted hours only for an indicative full year.

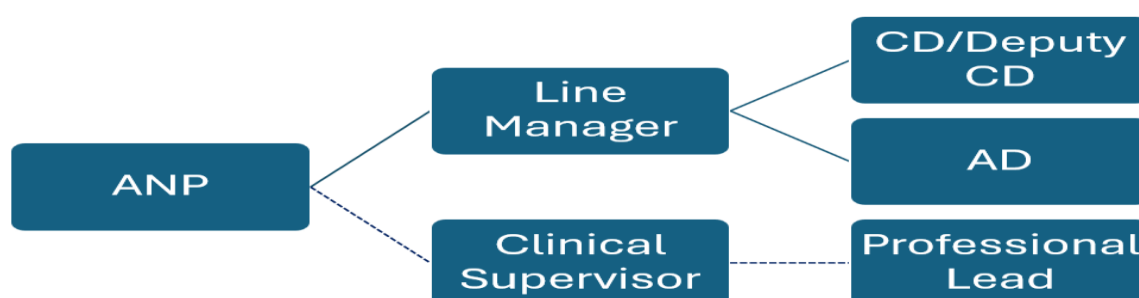
This is due to the complexity of identifying the hours associated with overtime or additional/ bank hours and also calculating any part years in the roles.

HR Use Only
AFC Job Ref:
CHC_25.10-03

APPENDIX 8 – TEMPLATE JOB DESCRIPTION

JOB TITLE:	Advanced Practitioner – Nurse
PAY BAND:	8a
DIRECTORATE:	TBC
TEAM/SERVICE:	TBC
BASE:	TBC
RESPONSIBLE TO:	Clinical Director
ACCOUNTABLE TO:	Associate Director
RESPONSIBLE FOR:	Providing: - Advanced practice expertise, levels of judgement, discretion and decision making in relation to mental health assessment alongside physical assessment in an adult acute inpatient setting - Advanced clinical skills in relation to follow on plan / signposting for service users with complex needs - Liaison with other healthcare professionals and appropriate agencies Delivering complex clinical skills training to healthcare professionals and clinical supervision of registered nurses, student nurses and trainees

Organisational Chart (*Responsible to/Accountable to/Responsible for*)



Job Summary:

Definition of advanced practice in nursing;

‘A registered nurse working at an advanced level is an expert professional with additional post-

graduate education and experience. They use their evidence-informed knowledge, skills and capability to influence, shape, deliver and lead safe and effective care, while managing risk, uncertainty and complexity’.

The ANP will form part of the Senior Clinical Leadership Team of the Directorate and will provide support for the leadership team.

The post holder will work as part of the multi-professional team, they will practice autonomously, whilst being accountable and self-directed in line with the NMC code of professional conduct.

The post holder will work to the four pillars that underpin advanced practice identified by the NMC; clinical practice, leadership and management, education and research.

The post holder will have advanced communication skills in presenting with differential and un-differential diagnosis, decision-making and problem-solving skills for patients and work to improve outcomes. The post holder will examine, assess, diagnose and treat patients within the scope of their professional practice.

They will join a multi-professional team (MDT), working collaboratively, to provide initial assessment and ongoing care for people with complex needs. This will include the responsibility for the daily management of a caseload of patients, in collaboration with the MDT.

The provision of nurse led clinics to support an effective and responsive pathway for service users that is needs led.

The post holder will:

- Exercise advanced practice expertise, levels of judgement, discretion and decision making in the delivery of clinical care. Provide advanced clinical skills in relation to assessment, diagnosis, treatment and management of the service user group. Promote recovery based care programmes and set high standards for the delivery of care to patients and their families and be responsible for delivering high quality mental health liaison services.
- Contribute to the medical prescribing provision within the team through supportive dedicated non-medical prescribing.
- Work towards health promotion and prevention and comprehensively assess patients for risk factors and early signs of illness
- Provide clinical leadership and service support to the service/ Directorate.
- Draw on a diverse range of knowledge in their decision-making to

determine evidence-based therapeutic interventions, which will include prescribing medication where legally allowed and actively monitoring the effectiveness of therapeutic interventions

- Plan and manage complete episodes of care, working in partnership with others, delegating and referring as appropriate to optimise health outcomes and resource use, and provide direct support to patients and clients
- Work in partnership with patients and carers promoting a recovery focussed model of care
- Work collaboratively as part of the multidisciplinary team developing shared goals, complementing the roles of others to support and maintain team growth and continuous improvement

In addition, the post holder will help to develop a programme of practice development for staff in the team who will also be caring for these patients. The post holder's practice should be developed to an advanced level whereby the Advanced Nurse Practitioner can directly or indirectly influence all aspects of care and management of people with complex mental health and/or neurodevelopmental needs.

Key Duties/Responsibilities

Clinical

- Provide specialist assessment, diagnosis and formulations using highly developed clinical knowledge and skills, advise or initiate interventions and treatment for service users
- Provide advanced practice skills and advice demonstrating a sound understanding of the issues related to the identification, assessment, diagnosis, treatment and management of service users
- Undertake advanced practitioner-level holistic assessment, planning, implementation and evaluation of patients' care needs
- Undertake advanced practitioner-level physical assessment examination of patients requiring complex medical disease-management and resolution or containment of disease complications
- Undertake initial assessment to determine differential diagnoses, utilising advanced critical-thinking and decision-making skills, deciding when necessary to refer to senior medical colleagues
- On a daily basis, act autonomously to provide expert clinical/technical care,

which contributes to the diagnosis, specialist care and treatment plans for these highly complex patients

- In the absence of medical staff and within predetermined parameters, using advanced clinical- reasoning skills the post holder will initiate treatment plans and support to ensure the ongoing safety of the patient
- Demonstrate continual evaluation of practice within the care of people with complex physical health needs and an organic illness; taking responsibility for making agreed changes where appropriate
- Request and arrange necessary investigations, interpreting within scope of professional practice and reporting findings to appropriate clinicians
- Discuss and agree assessment outcomes with patients, carers and other healthcare professionals, to enable them to make informed decisions regarding treatment
- Ensure that accurate, essential and appropriate written and verbal information is relayed to staff, ensuring adequate facilities are in place to maintain safety in the environment, ensuring effective management of this group of patients
- Ensure that patients are referred to appropriate practitioner when needs and risks are not within own scope of practice
- Effectively communicate with GPs and other members of the Primary Care Team
- Proactively participate in the development of care pathways, guidelines and protocols as appropriate
- Ensure dignity, privacy, and cultural and religious beliefs are respected at all times
- Develop proactive and preventative strategies to counteract deterioration of an individual's mental health, promoting the identification of relapse indicators and early interventions
- Undertake non-medical prescribing responsibilities and ensure that prescribing remains within the scope of your professional practice and that commitment is made to attend educational updates and peer support provided by the trust.
- Lead on the development and evaluation of policies/ guidelines related to expert practice and protocols for advanced and specialist clinical practice taking responsibility for updating and monitoring policies, guidelines, protocols specific areas of expertise.
- Act in accordance with NMC standards and be accountable for own clinical practice

and professional actions and omissions at all times. Retain clinical competency ensuring your skills are up-to-date and relevant to the role

Professional

- Act as a role model by demonstrating high standards of holistic care; providing support, leadership and an ethos of sharing knowledge.
- Ensure that documentation is of a very high standard reflective of Advanced Practice, adhering to local and national guidelines
- Take on a pivotal role in the development and promotion of a care philosophy, ensuring clinical practice is reflective of this ideology
- Establish effective working relationships across inter-disciplinary boundaries working closely with and supporting medical colleagues, nursing and AHP colleagues for services
- Maintain a current and up-to-date personal professional profile in accordance with guidelines
- Possess a sound, well established clinical knowledge base within the care of older people with complex physical health needs and an organic illness and maintain clinical competency
- Role model standards of care and behaviour through clinical practice, in line with Trust values
- Ensure that all aspects of clinical practice are research and evidence based
- Work with medical staff, Associate Directors to develop and advance nursing practice across the Trust.
- Offer a patient focused service with a holistic emphasis.
- Maintain professional registration and practice through continued professional development
- Maintain professional portfolio to demonstrate competency

Managerial/Leadership

- Assess and monitor risk in own and others' practice, acting on results,

thereby ensuring safe delivery of care

- Monitor and develop quality initiatives in line with local and national requirements and guidelines; take a lead role in the facilitation of such initiatives
- Identify the skills set and terms of reference required of the Advanced Practitioner role, ensuring they reflect the individual, holistic needs of patients undergoing care
- Work pro-actively in managing change in own speciality, to improve practice and health outcomes
- Attend relevant meetings regularly to influence and make decisions regarding service delivery provision and further development of the service
- Participate in annual job planning and appraisals and manage own diary and workload, to meet objectives
- Act in such a way as to be a credible, effective leader, demonstrating effective clinical leadership on a daily basis
- Support the Clinical Director and Associate Director in implementing clinical governance standards and objectives
- Provide effective support to the direct team/and wider Directorate leading on key initiatives
- Use resources effectively and actively contribute, as appropriate, to ensure robust financial management
- Identify gaps in service provision and work with the MDT to implement the changes required to improve service provision
- Contribute to local clinical networks and speciality specific groups, working in partnership with other key professionals
- Ensure personal, peer support and clinical supervision needs are met

Educational

- Develop, deliver, review and evaluate specific and relevant specialist teaching programmes for all disciplines and grades of staff, client group and carers within the trust in relation to the area of expertise

- Support the development of protocols for the management of patients
- Contribute to and participate in the Organisation Education Strategy
- Promote the service offered through formal and informal presentations within and outside the organisation through study days, conferences and written papers
- Responsible for supervising trainee staff, act as an assessor/ mentor/ preceptor and resource person for all students and support staff, as appropriate to the role
- Carry out training needs analysis, using the results to design, develop and deliver a teaching programme promoting practice development for those staff caring for patients in the specialty. This will include the development of links with other organisations and innovative approaches to staff development
- Deliver formal and informal teaching initiatives as part of the above programme
- Receive clinical supervision in order to clinically improve knowledge and the quality of care to patients
- Contribute to the training of medical colleagues and other non-medical professionals in areas suitable to the service
- Contribute to the training of colleagues and peers in aspects of service delivery provision and to support the service
- Identify own personal developmental and educational needs to work at an advanced level and beyond
- Ensure appropriate action is taken to maintain and further develop such skills
- Identify own development needs in line with service requirements within personal development plan, recognising own limitations and the need for continuing education. Ensuring learning is applied to future development of practice and attend mandatory training as required by the organisation
- Establish and develop an information resource for patients and their relatives.
- Work collaboratively with other professionals to identify the training needs of staff and contribute to the delivery of this

Multi-disciplinary liaison

- Establish and maintain excellent communication with individuals and groups exploring complex issues relating to care options and decisions
- In all aspects of work, challenge and demonstrate an ability to work autonomously across organisational and professional boundaries
- Promote collaborative working relationships and effective communication between all members of the team
- Work in liaison with the multidisciplinary teams both within the hospital and primary care
- Co-ordinate closely with managers the timely movement of patients to ensure appropriate use of resources within the provision
- Develop formal and informal links outside the organisation, sharing good practice innovative ideas, and promote staff and service development
- Establish and maintain a regional and national network of contacts relevant to the service

Research and audit

- Identify the educational needs of the specialist group of patients and their parents/carers, and ensure that these are met through the service provided
- Identify areas of practice that may expand or be enhanced, to ensure the best clinical outcome for patients
- In collaboration with other senior staff, at all times ensure clinical practice is person-centred and research based, in accordance with professional practice, guidelines, and national and local benchmarks
- Encourage and assist other staff within the field to enable and empower them to carry out relevant research
- Engage in audit and evaluation in order to monitor the effectiveness of current therapeutic regimes and to improve health outcomes
- Promote and disseminate research and audit findings relevant to the service
- Promote and engage collaboratively in clinical research to contribute to the evidence base

Service development

- In all aspects of work, challenge and demonstrate an ability to work across all organisational boundaries
- Identify areas of practice which may expand, to ensure the best clinical outcomes for patients
- Develop policies and clinical guidelines necessary to support the development of the specialist service
- Continuing with personal education and development, to identify improvements within the service framework
- Influence decisions regarding service delivery through participation in meetings
- Continue to develop and promote the Advanced Practitioner role through professional publications and conference papers

Budget

- Influence decisions regarding the allocation of financial resources through consultation, service redesign, participation in meetings and audit

Specialist/technical requirements

- MSc Advanced Practice - Nursing

This job description is an outline of the key tasks and responsibilities of the role and is not intended as an exhaustive list. It aligns to the multiprofessional framework for advanced practice (2025).

GENERIC CLAUSES

- To maintain a broad understanding of the work of North Staffordshire Combined Healthcare NHS Trust as a whole, and actively contribute your ideas for the improvement of service provision.
- To ensure own actions contribute to the maintenance of a quality service provision.
- To be responsible for the self-development of skills and competencies through participation in training and development activities and to maintain up to date technical and professional knowledge relevant to the post.
- To participate in the Performance and Development Review and to undertake any identified training and development related to the post.
- To undertake statutory and mandatory training as deemed appropriate by the Trust.
- To develop and maintain effective working relationships with colleagues.
- To adhere to all Trust policies and procedures.

Trust Values:

As an employee and representative of the Trust, you are required to demonstrate and uphold the Trust's Values. These are:

Proud to CARE:

Compassionate

- Caring with compassion, it's about how we listen, what we say, what we do.

Approachable

- Friendly, welcoming, sharing ideas and being open

Responsible

- Taking personal and collective responsibility, being accountable for our actions

Excellent

- Striving for the best, for high-quality safe care and continually improving

Health & Safety:

All staff have a duty to ensure the health and safety of themselves and others whilst at work. Safe working practices and health and safety precautions are legal requirements. ALL incidents/accidents must be reported to your manager and in line with the general philosophy of the Trust, you must participate in accident prevention by reporting hazards and following relevant policies and procedures including Moving and Handling guidelines and mandatory health and safety training.

Infection Control:

Infection Prevention and Control (IPC) is everybody's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and Procedures and make every effort to maintain high standards of infection prevention and control at all times. This includes good antimicrobial stewardship, hand decontamination, cleanliness and adhering to the Dress and Appearance policy. This will reduce the risk of Healthcare Associated

Infections including MRSA and Clostridium Difficile in accordance with the Code of Practice on the prevention and control of infections and related guidance (2015).

Risk Management:

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

Data Security:

To ensure that the Trust Policies and Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

Confidentiality:

Working within the trust you may gain knowledge of confidential matters which may include manual/electronic personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Equality & Diversity:

The Trust is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, disability, gender, race, religion or belief, sexual orientation, marital status, gender reassignment or pregnancy/maternity. We fully support the right of all staff to equal opportunities and are committed to the development of a diverse workforce.

Safeguarding:

The Trust is committed to safeguarding and promoting the welfare of children and vulnerable adults and is signed up to Stoke-on-Trent Safeguarding Children Board Procedures, Staffordshire Safeguarding Children Board Procedures and the Staffordshire and Stoke-on-Trent Safeguarding Adults Partnership Procedures. All Trust staff must be familiar with, and adhere to, these procedures. It is the post-holder's responsibility to attend the Trust's mandatory Safeguarding Training, and to follow the relevant Trust's Policies and Practice Guidance.

Codes of Conduct and Accountability:

You are required to comply with Trust codes of conduct and accountability and codes of conduct which are relevant to this post.

Raising Concerns

If you have any concerns about a risk, malpractice or wrongdoing at work you are expected, as a Healthcare professional, to raise these concerns at the earliest opportunity, either with your line manager or lead clinician. This may be done verbally or in writing. As a result of raising a genuine concern under the Raising Concerns procedure, you will not be at risk of losing your job or suffering any detriment (such as a reprisal or victimisation) provided you are acting in good faith and the matter is not raised maliciously. Please refer to the Raising Concerns (formerly Whistleblowing) procedure for further information.

Registration:

Registration with a professional body imposes a duty on health care professionals to maintain the safety of the public through working within professional standards, to provide good quality care to

patients and to promote professional education and conduct. It is the policy of the Trust that all health care professionals register or re-register and act in accordance with the requirements of their professional body.

Disclosure & Barring Service (DBS)

This post may be exempt from the Rehabilitation of Offenders Act 1974. If so, should you be offered the post it will be subject to a criminal check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions. North Staffordshire Combined Healthcare NHS Trust may require a Disclosure through the DBS for this post to ensure suitability for employment. Should an employee be subject to a caution, reprimand, final warning or convictions during the course of their employment then they must share this with their manager at the first possible opportunity, to assess their continued suitability for employment in the post.

THE TRUST OPERATES A NO SMOKING POLICY

EMPLOYEE
SIGNATURE:

DATE:

Person Specification

	Essential	Desirable	Method of assessment
Qualifications	First level nurse registration Master's Degree in Advanced Practice inclusive of Independent Prescribing registration (V300)	Specialist nursing qualification Accredited in a psychological therapy	<i>Application form / interview / assessment</i>
Experience	Substantial experience at senior nurse level Clear and demonstrable evidence of advanced, autonomous practice in the clinical management of patients Evidence of delivering clinical teaching sessions Proactive participation in service development Evidence of effective multi-professional working Operational staff management Experience of inter-agency working Evidence of developing policies and practice Evidence of strong teamwork to deliver positive change and service outcomes Evidence of leading successful change management	Collaboration in designing and delivering professional development programmes Evidence of delivering high quality shared care	<i>Application form / interview / assessment</i>
Knowledge and skills	Clear understanding of nursing policy issues An understanding of the relationship between primary and secondary care Ability to utilise current research findings in practice Knowledge of the national access targets Assessment and treatment of patients presenting to Acute and Emergency Care Clinically competent at senior nurse level Competencies in clinical examination and diagnostic test modules		<i>Application form / interview / assessment</i>

	Ability to provide in-depth advice and support to patients Excellent communication and interpersonal skills Presentation skills Ability to work under pressure and meet tight deadlines Highly developed leadership skills Ability to negotiate and influence at all levels within and across organisational boundaries Complex problem-solving skills Basic computer skills with ability to order investigations		
Other	Well-developed and current professional portfolio		<i>Application form / interview / assessment/ portfolio</i>

(Point of Clarification – to remove bullet points below when producing JD/PS)

- *Anything in the essential column are essential to the post and this is what will be used to score the role as part of the job matching process.*
- *Anything indicated as desirable will be used at interview and as part of the recruitment and selection process but won't be used as part of the job matching process.*