



## **ADULT COMMUNITY SERVICES**

### **MIGNOT MEMORIAL HOSPITAL, ALDERNEY**

#### **STAFF NURSE**

#### **BAND 5**

#### **JOB DESCRIPTION**

##### **JOB PURPOSE:**

It is expected that as a result of general training and experience registered nurses are able to supervise and participate in the professional and skills development of qualified and unqualified nursing staff. By demonstrating knowledge and competence in relation to firmly established procedures and policies they shall also assist newly appointed nursing staff to progress to the same level of competence. The post holder will be required to work within the community.

As an effective role model the postholder shall:

- Work within all areas of the Mignot Memorial Hospital (MMH) in Alderney which comprises of 8 acute care beds, 14 elderly care, and minor injuries room.
- Act as named nurse responsible for assessing, planning, implementing and evaluating programmes of care for patients.
- Deliver care in accordance with current ward philosophy.
- Adhere to policies, procedures and guidelines for Health and Social Care.
- Under the direction of the ward sister regularly act as ward co-ordinator.
- Take charge of the hospital and supervise junior nursing staff on a regular basis.
- Act as a clinical supervisor and preceptor to develop skills of first and second level nurses, and nursing auxiliaries.
- Act as a key figure in assisting new staff complete orientation and induction programmes.

Guidance in relation to furthering personal development shall take place through regular formalised appraisal and performance reviews.

The post holder will report to the Ward Manager, will be responsible to the Service Manager, Older People and will be accountable to the Assistant Director, Adult Community Services.

## **MAIN DUTIES AND RESPONSIBILITIES:**

### **PRACTICE AND PHILOSOPHY OF NURSING**

1. Understand and adhere to the principles contained within the ward philosophy.
2. Show an awareness and work towards meeting the agreed aims and objectives of the ward.
3. Put into practice the theory and principles of the agreed nursing model.
4. Manage total care of a group of patients within sphere of competence.
5. Supervise the practise of qualified and unqualified staff.
6. Ensure communication given to and received from other members of the multi-disciplinary team is effective.
7. Ensure positive outcomes by putting into everyday working practice the structure and process to meet agreed standards for nursing care.
8. Be conversant with and adhere to United Kingdom Central Council Code of Professional Conduct.
9. Comply with the locally agreed framework for scope of professional practice.
10. Undertake nursing procedures in accordance with the Royal Marsden Manual of Clinical Nursing Procedures.

### **SUPERVISORY RESPONSIBILITIES**

1. Provide direction by acting as a named assessor to junior nurses and learners to complete approved competency programmes.
2. Acts as facilitator to qualified and unqualified nursing staff providing them with the opportunity to achieve objectives of learning contracts to attain specific competences.
3. Take charge of the Hospital on a regular basis.
4. Maintain and develop own skills to promote evidence based practice.
5. Supervise patients in all aspects of their care giving professional advice and guidance where needed.
6. Recognise own limitations by referring when necessary to other more experienced nurses.
7. Participate in clinical supervision.

## **ROLE DEVELOPMENT**

1. Through the avenue of formal appraisal and performance interviews agree targets that enhance professional development to meet personal and organisational objectives.
2. Undertake additional training and development as deemed necessary by the clinical nurse manager.
3. Demonstrate an understanding of the role of ward sister and provide professional support to the post holder.
4. In the absence of the ward sister, co-ordinate and provide leadership to the team.
5. Demonstrate an understanding and provide professional support to key members of the multi-disciplinary team.

## **HEALTH AND SAFETY**

1. Report accidents and untoward incidents to appropriate personnel and complete relevant documentation.
2. Observe safe moving and handling policies, procedures and guidelines including location and effective use of equipment. Safely undertake approved moving and handling techniques.
3. Understand the content and principles contained within the Cardio-Pulmonary Resuscitation and Do Not Resuscitate Policies. Be proficient in basic life support techniques and know the location and effective use of resuscitation equipment.
4. Pay due regard to fire safety regulations and content of Hospital Services policies including location and effective use of equipment.
5. Understand and comply with the policies and procedures laid out in the approved Infection Control Manual.
6. Ensure safe use and maintenance of ward equipment giving due regard to associated risk, health and safety and decontamination procedures.
8. Understand the purpose of the Major Incident Procedure and in particular the role of the nurse in charge of own work location.
9. Attend mandatory update sessions for Fire Safety, Basic Life Support and Safe Moving and Handling as defined in the appropriate policies.

## **KEY CRITERIA:**

### **MINIMUM CRITERIA**

1. Current Registration with NMC.
2. Post registration experience.

### **DESIRABLE QUALIFICATIONS**

3. Successful completion of the Preparation for Mentors course.
4. Portfolio evidence to meet the agreed competence criteria level.
5. 'A' unit or D32/D33 Assessors course.
6. Completed an approved mentor preparation course at Level 2, or equivalent, or EMAP Teaching and Learning in Practice or City and Guilds 730 (Parts 1 & 2) Further Education Certificate.

### **SKILLS, ABILITIES & KNOWLEDGE**

7. Effective leadership skills.
8. Evidence of Teaching / Supervisory Skills.
9. Excellent clinical skills.
10. Excellent communication and interpersonal skills with both colleagues and clients.
11. Good motivational skills.
12. Ability to use own initiative and work both independently and as part of a team.