

**PERSON SPECIFICATION**

<b>JOB TITLE: Senior Nurse Co-ordinator</b>	
<b>DEPARTMENT: Home First</b>	<b>BAND: 6</b>

\*Assessed by: A = Application      I = Interview      R = References      T = Testing

<b>ESSENTIAL CRITERIA</b>	<b>*</b>	<b>DESIRABLE CRITERIA</b>	<b>*</b>
<b>QUALIFICATIONS &amp; TRAINING</b>			
RGN Qualification Degree or evidence of working towards Evidence of continuing professional development Physical Health Assessment Mentor/ Student Qualification	A/I	Certificate in management studies Nurse prescribing (V150/300)	A/I
<b>EXPERIENCE</b>			
Experience of working within a multi-disciplinary environment Clinical experience in either an acute or community setting Understanding of the aims and objectives of the national discharge to assess pathway and national reporting/ timescales. Experience of making independent decisions Experience of resolving complex issues/situations Experience of ensuring practice is based on sound evidence and clinical audit	A/I		

Understand the importance of chronic disease management and rehabilitation with in the community			
<b>SKILLS, KNOWLEDGE &amp; ABILITIES</b>			
<p>Working knowledge of professional practice across the Local Health Economy</p> <p>Working knowledge of policies and procedures relating to health and safety and risk assessments</p> <p>Clinical Skills</p> <p>Critical analysis skills</p> <p>Assessment skills and evaluation of safe discharge</p> <p>Ensure all risks are assessed and appropriate action taken to eliminate any risk to others.</p> <p>Manual handling procedures are carried out in line with Trust policy</p> <p>Good recording and documentation</p> <p>Proactive case management leading to timely discharges</p> <p>Effective coordination and referral practice</p> <p>Collaborative multi agency working</p> <p>Able to plan, pre-prioritise and delegating the patient caseload appropriately</p> <p>Able to contribute to audits</p>	A/I		
<b>PERSONAL ATTRIBUTES</b>			
<p>Strong interpersonal and communication and leadership skills</p> <p>Good organisation skills and ability to prioritise and work in a self-directed way</p>	A/I		



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<b>JOB HOLDER</b>	<b>SIGNATURE</b>
	<b>DATE</b>
<b>MANAGER</b>	<b>SIGNATURE</b>
	<b>DATE</b>