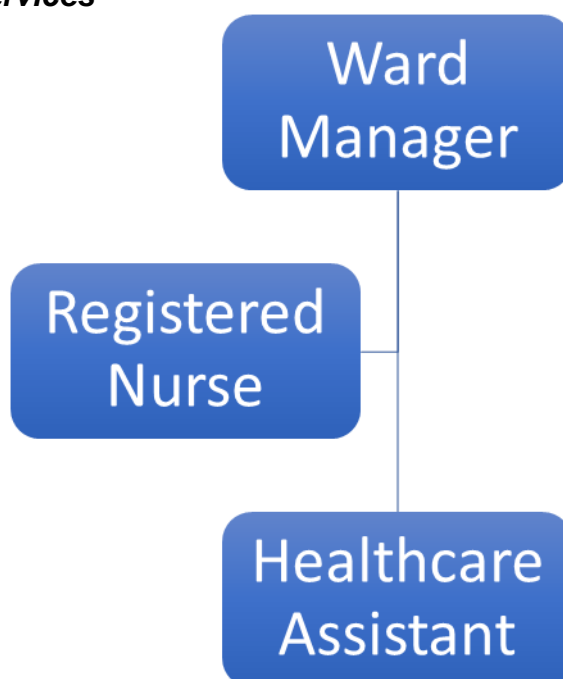


JOB DESCRIPTION

Job Title:	Healthcare Assistant
Band/Pay:	Band 2
Department:	Simpson ward

HoP and Stroke Services



Job overview

An exciting opportunity has arisen on Simpson Ward for 1 full time Experienced Healthcare Assistants to join our amazing team. The ward is a 28 bedded ward specializing in Healthcare of the older person and looking to create a frailty hub. We see a broad range of medical conditions as well as looking after patients at the end of their life. We have a fantastic multi-disciplinary ward team approach to patient care and always strive to ensure the patient has the best experience possible whilst with us.

You will need to have some previous care experience for this role in care of the older adult. You will be committed and passionate to high quality patient care and be able to demonstrate this approach. We will offer you a period of supernumerary time to support you into the role as well as completing the care certificate if you have not already completed this. Once established within the ward there are further opportunities to develop and learn.

The Healthcare Assistant Band 2 plays a key role in supporting our team of Registered Nurses and senior clinical staff in the planning, delivery and evaluation of care. You will play a part in meeting our service users complex needs and ensuring good outcomes. Our service users may require sub-acute care, rehabilitation and End of Life care. You will be working in a friendly and supportive, multi-disciplinary team who are committed to providing high standards of compassionate, individualised care.

Main duties of the job

We are looking for a caring and compassionate person who is able to work within a multi-disciplinary team to deliver a high standard of individualized nursing care to our patients.

You will need excellent communication skills, and be able to work independently, prioritizing your workload to ensure the best outcomes for patients.

You will ensure that your own actions support the care, protection and well-being of individuals, and ensure their privacy and dignity at all times.

You will need to be flexible as this is a rotational post which includes days, nights and weekend working.

- Provide and deliver a high standard of nursing care (e.g. personal care, mouthcare, toileting, moving and handling and mobility) recognising and meeting the different needs of patients/ service users, maintaining privacy and dignity at all times
- We are looking for a compassionate and caring person who is able to work within an integrated MDT, enabling patients to reach their best outcomes
- You will need to be flexible as this is a rotational post which includes days, nights and weekends
- To ensure that your own actions support the care, protection and well-being of individuals
- You will be offered a period of supernumerary practise in order to become orientated to the ward environment and gain an understanding of our ward philosophy of care
- Learning opportunities will be identified to facilitate your development and enable you to perform effectively, efficiently and to a high standard
- We offer a friendly and supportive environment, and encourage learning and development, in order that you can achieve your full potential
- To participate in the annual development review and undertake training as appropriate, this will ensure your learning needs are met which will enhance your knowledge and the care delivered to the patients ultimately achieving a high quality is maintained at all times
- To work as part of a multi-disciplinary team demonstrating excellent communication skills, and working collaboratively with colleagues
- Act as a buddy / mentor to new healthcare assistants, support workers, nursing students and new staff on the ward

- We aim to deliver a high standard of care to our services users, and support their families, and carers. We are proud of the service we deliver and believe we offer good value
- Build good working relationships and develop trust with colleagues, ensuring everyone has a voice and is listened to
- It is well documented and researched that patients thrive better in their own homes and this is where they wish to be. Discharge planning is central to our patients care pathway, and we are always reviewing our services and what we could change or improve upon
- This role will enable you to become part of a successful team of staff who have achieved a reduction in hospital bed stays, maintain more people in their own homes and have the lowest number of residents in Intermediate Care beds. We are always looking at new ways to maintain this service and improve on what we have already achieved
- To be familiar with and adhere to the organisational and departmental policies and procedures including confidentiality and data protection
- Staff development is encouraged, and there will be an opportunity to undertake further learning appropriate to your role

About your new team and department

We are a 28 bedded ward admitting patients from the Emergency Department and Medical Receiving Unit. We also provide End of Life care.

The successful candidate will join a friendly and supportive team, and work as an integral part of the multi-disciplinary team who are committed to providing high standards of compassionate, individualized care.

We are committed to developing our team members and there will be plenty of scope to gain further clinical skills and progress towards Nursing Associate if you have the relevant GCSEs, aptitude and experience.

Detailed job description and responsibilities

This role will give you great job satisfaction. You will be able to give high standards of care to patients at a time when they are in need. You will be working with a welcoming and innovative team and you will have a voice. This rewarding post will enable you to make a difference to patients, and their families.

Communication and Working Relationships

- We are looking for someone with excellent communication skills, who can communicate at all levels to a variety of people in a professional, friendly manner
- Have a passion for elderly care and working to achieve a positive outcome for those patients
- You will need to have some IC training and understand systems that are in place within the NHS
- We are looking for a team player who is able to support others

Planning and Organisation

- You should be organised in your approach, with the ability to stay calm under pressure
- You should be able to deliver planned nursing care under the direction of the Registered Nurse
- You will work as part of the MDT to ensure service users goals are achieved

Responsibility and Accountability

- You will act with integrity, demonstrating a professional approach at all times, in accordance with Trust values
- You will be responsible for your actions through delegated accountability
- You will responsible for delivering a high standard of care at all times
- To be aware of service users emotional, social and physical needs, reporting concerns to senior staff
- There is an expectation that you will maintain accurate and timely records of care delivered or concerns you may have whilst maintaining patients confidentially
- Whilst supporting junior staff and learners there is an expectation that this is done in a professional nurturing manner
- To recognise and respond promptly to emergency situations

Policy and Service Responsibility

- You will be familiar with, and adhere to Trust policies and procedures
- You will have an understanding of Trust values and incorporate them into your care
- You will act to ensure that the needs of service users are met in a timely and efficient manner
- As an integrated MDT you will need a good understanding of each and everyone's role that assists the appropriate care delivery of our patients

Responsibility for Finance, Equipment and Other Resources

- There will be no direct responsibility for finances, however being mindful of the cost implications to the trust around equipment / resources you may use is essential

Responsibility for Supervision, Leadership and Management

- You will be responsible for caring for a group of patients under indirect supervision of the Registered Nurse
- There will be a need for you to support junior health care assistants, nursing students and new staff to the ward

Information Technology and Administrative Duties

- Basic IT skills will be an advantage, and training will be provided
- A good understanding of the organisation's documentation will be required

PERSON SPECIFICATION

Attributes	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> Some previous care experience 	<ul style="list-style-type: none"> Care certificate
Knowledge and experience	<ul style="list-style-type: none"> Commitment to sharing knowledge and skills with others A desire to work within an elderly care setting Previous experience of working in a hospital setting Knowledge of Policies, procedures and Health and Safety issues regarding daily working with blood and bodily fluids Able to communicate clearly and effectively with patients/ service users, their families and carers, and colleagues on a range of different matters Understand the concept of confidentiality and standards of conduct 	<ul style="list-style-type: none"> Knowledge of trust documentation
Specific Skills	<ul style="list-style-type: none"> Good verbal and written communication skills Able to demonstrate good numeracy and literacy skills Moving and handling skills Demonstrable team working skills 	<ul style="list-style-type: none"> Basic IT skills

	<ul style="list-style-type: none"> • Demonstrate caring and friendly attitudes. • Demonstrate commitment, and enthusiasm for the role 	
Requirements due to work environment/conditions	<ul style="list-style-type: none"> • Flexible working – shift work will be required. This includes rotation onto night duty 	

Physical skills	
Physical effort	<ul style="list-style-type: none"> • A combination of sitting, standing and walking with frequent requirement for physical effort in the manual handling of patients/ service users and inanimate loads • Ability to be on your feet for prolonged periods of time
Emotional effort	<ul style="list-style-type: none"> • Able to deal with sensitive issues, distressed service users, or sometimes challenging behaviours • Able to support patients/ service users through investigations and treatments
Mental effort	<ul style="list-style-type: none"> • Able to respond to changing demands in the workload • Ability to prioritise tasks, and use own initiative • Ability to concentrate and deal with frequent interruptions