

Job Description

Job title: Registered Nurse

Department: Various

AfC Band: Band 5

Reports to: Ward Manager

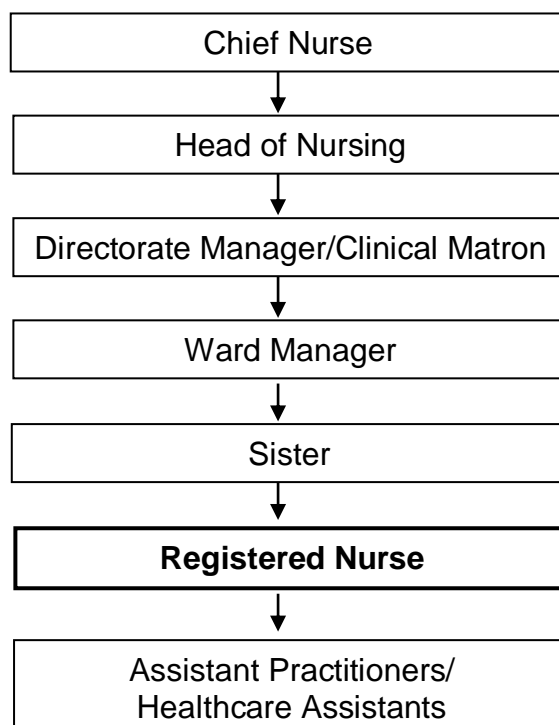
Job Summary/Role

To be an active member of the multidisciplinary team by using professional judgement and assuming responsibility and accountability for assessing, implementing and evaluating clinical care for patients to meet their needs in a safe caring environment that promotes dignity, privacy and respect.

The post holder will be expected to develop knowledge and skills within the speciality and will assist in the management and organisation of nursing work in the ward/department within the NMC Code of Professional Conduct. The post holder will supervise the working of health care assistants and support workers and support the training and assessment of student nurses. Demonstrates the trust Values and Behaviours for nursing and midwifery staff at all times

The post holder has a duty of care to patients and is expected to comply fully with best practice standards and comply with trust policies for personal and patient safety and the prevention of healthcare associated infections

Organisational chart



Key job responsibilities

1. Leadership

Takes charge of the clinical area in the absence of the Ward Manager/ Ward Sister

Acts to maintain personal safety and security and that of others

Support the full implementation of all trust policies in the management and delivery of safe clinical care.

Identifies potential and actual risks using the trust incident reporting system in line with trust policy and in line with their professional accountability

Identifies patients at risk and raises concerns appropriately on issues of child protection and the protection of vulnerable adults

Takes appropriate action to manage emergency situation summoning appropriate assistance where necessary

Practice in accordance with the NMC Code of Professional Conduct

Identify unsafe practice and respond appropriately to ensure a safe outcome

Always act in such a manner that promotes the positive image of the ward / clinical area and the Trust

2. Financial and Resource Management

Demonstrate the efficient and effective use of resources in the delivery of care

3. Professional Advisory

Supports and participates in the overall development of clinical practice in response to clinical needs

Identify areas for improvement, passing on constructive views in how to improve services and experiences for patients

Implement lessons learnt from PAL's and the complaints process to improve patient care and experience.

4. Performance Management

Recognise the importance of the role of clinical audit in developing practice

Demonstrate the ability to use Information Technology to support practice

Participate in the ward /clinical area clinical audit programme

5. Service Delivery

Involves patients and carers in the planning of their care and treatment, ensuring appropriate consent and agreement is gained

Considers and interprets all available information and makes justifiable assessment of the individuals health and wellbeing, related needs and risks explaining the possible outcomes to those concerned

Uses the trust risk assessment tools for particular aspects of care to inform decisions, and communicate with other members of the team

Develops and records care plans that are appropriate to the patient based on their assessment of the patient.

Acts as patients advocate respecting patients dignity wishes and beliefs involving them in decision making with regard to their care/ treatment

Ensures that nursing care is delivered to the highest standard in line with the essence of care and the trusts fundamental values and behaviours for nursing and midwifery.

Ensures that nursing care is delivered with compassion.

Ensure documentation is completed in accordance with the NMC professional guidelines and trust policy

Liaises with allied health professionals and other agencies to ensure that care is delivered in a timely and organised way

Acts within own level of competency to undertake specific interventions and treatments seeking advice and supervision and training where appropriate.

Monitors the patients response and reaction to intervention/treatment making clear decisions and taking appropriate action

Provides feedback to the clinician responsible on the overall effectiveness of treatment/care

Responds to records and reports any adverse events or incidents relating to the treatment with an appropriate degree of urgency

Acts to ensure patient safety at all times

6. Governance and Risk

Working within the limits of own competency to ensure the delivery of high quality care by self and others at all times

Manage own workload effectively, prioritising and using time management skills to ensure information is timely and accurate

7. Communication

Communicates and supports patients and their carers in understanding their care and treatment. Identifying potentially difficult and challenging situations and seeking appropriate and timely advice as required.

Liaises and communicates effectively with a range of people on a range of matters within the multidisciplinary team. Effectively using different methods of communication to support the delivery of care.

Keeps accurate and complete records consistent with legislation, professional guidelines, trust policies and procedures. Promoting and maintaining confidentiality sharing accurate and timely information in line with the information governance agenda.

8. Human Resources

Recognises the importance of the individuals rights, respects diversity and acts in accordance with trust, professional and national policy and legislation

Acts in a way that acknowledges and recognise the individuals expressed beliefs, preferences and choices

Takes account of own behaviours and effects on others

9. Training and Development

Completes the Trust preceptorship programme within six months of appointment identifying own development needs via the Trust SDR process.

Progress in this role to fulfil the full KSF outline in accordance with the Trust Appraisal policy.

Maintain ones own high professional standards and discusses opportunities to develop clinical practice with their line manager

Acts upon strengths and weaknesses identified, applying reflective practice to demonstrates knowledge and skills in line with evidence based practice and legislation

Promotes the standards of the nursing profession by actively supporting student nurses and developing / maintaining their own mentorship status

Maintains own professional development and PREP requirements, be actively involved in the development of junior colleagues. Promotes the workplace as a learning environment for all

Complies with the trust requirements for mandatory training

Demonstrates safe use of medical devices through the regular assessment of competency

10. Management and Leadership Responsibilities

Champion the Trust improvement and leadership strategy, through attendance at New and Aspiring Leaders and Foundation Quality Improvement training.

11. Policy and Service Development

Champion and lead quality improvement initiatives across your immediate team and within your service, contributing to the Trust Quality Improvement programme

12. Infection Prevention and Control

As a clinical member of staff you will ensure that you follow the Trust's hospital infection prevention and control (HIC) policies and procedures to protect patients, staff and visitors from healthcare-associated infections. You will ensure that you perform the correct hand hygiene procedures (as described in HIC 14), when carrying out clinical duties. You must use aseptic technique and personal protective equipment in accordance with Trust policies. All staff must challenge non-compliance with infection, prevention and control policies immediately and feedback through the appropriate line managers if required.

13. Privacy and dignity

The Trust attaches the highest importance to a culture that values an individual's privacy and dignity. Responsibility for protecting privacy and dignity does not lie with one individual or group but with staff at every level.

14. Data protection and freedom of information

You are required to respect and apply all confidentiality, principles and practices of the Data Protection and Freedom of Information Act.

15. Records management

You are required to ensure that you follow the Trust's policy on records management and comply with the NHS Code of Practice for Records Management.

16. Equality, diversity and human rights

You have a responsibility to ensure that all people that you have contact with during the course of your employment, including general public, patients, relatives and staff are treated equally in line with the Trust's Equal Opportunities Policy.

17. Health and safety

You have a duty to take reasonable care for your own health and safety, and that of others who may be affected by your activities; to cooperate with the Trust by complying with all health and safety rules and systems of work; and to inform your line manager of any work situation, or practice which may be considered a danger to health and safety.

18. Safeguarding

The Trust's takes its statutory responsibilities to safeguard and promote the welfare of children and adults very seriously. The Board of Directors expects all staff will identify with their manager during the SDR process their own responsibilities appropriate to their role in line with statute and guidance. This will include accessing safeguarding training and may include seeking advice, support and supervision from the trust safeguarding children or safeguarding adult teams. Where individuals and managers are unclear of those responsibilities they are expected to seek advice from the safeguarding teams.

19. Disclosure and Barring Service check (DBS) [as applicable]

This post is deemed to require a Disclosure check – Enhanced Level with the DBS. This is because the post provides care to vulnerable adults and/or children.

Job description agreement

Job holders signature

Date

Manager's signature

Title

Date

Personal Specification

Attributes	Essential or Desirable Criteria	Assessment Method				
		Application Form	Interview	Assessment	References	
Education and Qualifications						
Registered General Nurse	E		✓	✓		✓
Degree or Diploma in Nursing	E		✓	✓		✓
Recognisable teaching qualification		D	✓			✓
Current NMC Registration	E		✓			✓
Knowledge & Experience						
Experience working within an acute or community setting	E		✓	✓		✓
Commitment to evidence based practice	E			✓		
Ability to work within the boundaries of the NMC Code of Professional conduct.	E		✓	✓	✓	✓
Experience of Multi-disciplinary working	E		✓	✓		✓
Attendance at the leadership and development and improvement programme (4.5 days)		D				
Key Skills						
Effective communication skills written and verbal	E		✓	✓	✓	✓
Commitment to the needs of the service including a flexible and adaptable approach in the work environment/ work practices	E			✓		✓
Effectively prioritises and co-ordinates own work	E		✓	✓		✓
A team player able to work well with others and demonstrate commitment to team objectives	E		✓	✓	✓	✓
Ability to use initiative to make a decision within sphere of work and/or knowledge recognising where assistance is required	E		✓	✓	✓	✓
Commitment to adhere to Trust Policies and Procedures and to contribute to an implement policies in own area and propose changes	E		✓	✓	✓	
Good information technology skills		D	✓	✓		✓
Personal						
Demonstrates a positive image of the nursing profession	E			✓	✓	✓
Caring and compassionate attitude to patients and colleagues	E			✓	✓	✓
High level of personal motivation	E			✓	✓	✓
Courage to raise concerns and challenge practice	E			✓		
Commitment to the development of self and others. Willingness to undertake further training and development	E		✓	✓		
Flexible approach to working hours to meet the needs of the service	E			✓		
Ability to travel independently, as required for the particular nursing role	E			✓		