

JOB DESCRIPTION

JOB TITLE:	Community Staff Nurse
GRADE:	Band 5
BASE:	Community Nursing - District Nursing
GROUP:	Sandwell Community & Therapies Group (ongoing travel is a requirement of this post)
CONTRACTED HOURS:	37.5
RESPONSIBLE TO:	Community Nursing Manager
ACCOUNTABLE TO:	Head of Nursing

JOB SUMMARY:

To work under the guidance and supervision of Band 6 and Band 7 staff within Community Nursing.

To assist in the assessment, planning, implementation and evaluation of care needs of users and carers

MAIN RESPONSIBILITIES:

Dimensions

You will be working as part of the of the Community Nursing team within Sandwell Community & Therapies Group

Key Relationships:

Day to day relationships will be with other members of the community nursing team, patients and their carers and other partners within the multi agency network.

Key Result Areas:

To assist in the on-going assessment of users in order to determine their individual needs/requirements based on a model of care.

To plan and implement the nursing care with the co-operation and involvement of users and carers where appropriate.

To demonstrate, teach and advise users and carers on self-care, safety and promotion of good health by utilising all opportunities for health promotion and education.

To participate in clinical supervision.

To evaluate the condition of users and the effectiveness of care provided and initiate any further action required.

To report and, where necessary, initiate emergency action with regard to changes in users condition or behaviour.

To give professional advice and support as necessary to nursing colleagues.

To utilise a questioning approach to nursing and have an appreciation of relevant clinical research findings.

To assist effective communication within the clinical environment and within the Nursing Team.

To participate as directed by Band 6 and Band 7 staff in providing community experience for students and others as appropriate, and in induction/orientation programmes for learners and new staff.

To undertake other duties as and when required after consultation and discussion with the Team Leader.

To assume responsibility for own professional conduct with regard to confidentiality, professional standards of care, quality of service clinical updating and accurate record keeping, both manual and computerised.

To demonstrate a consistent high standard of care in infection control and prevention

To maintain active NMC registration and follows NMC professional guidelines/registration

Actively contributes to clinical audits and other audits as required

This post requires flexible working and involves scheduled working patterns to ensure service provision

The post holder will undertake other duties as may be required to achieve the Trust's objectives, commensurate with the grading of the post.

General Information

Trust Policies and Procedures

The post-holder will be required to comply with all policies and procedures issued by and on behalf of Sandwell Community & Therapies Group. In addition if the post-holder is required to work at other organisations premises they must adhere to the specific policies relating to the premises in which they work.

CONFIDENTIALITY:

The post holder must maintain confidentiality of information relating to patients, staff and other Health Service business.

HEALTH AND SAFETY:

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act (1974) and the Manual Handling Operations Regulations (1992). This ensures that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

If you are a manager you will be responsible for the Trust's policy on Health and Safety and for taking all reasonable steps to maintain and where necessary to improve health and safety standards. This will include training to ensure that all employees are able to carry out their health and safety responsibilities effectively.

RISK MANAGEMENT:

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

EQUAL OPPORTUNITIES:

The trust has a clear commitment to its equal opportunities policy and it is the duty of every employee to comply with the detail and spirit of the policy.

CONFLICT OF INTEREST:

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standard. Equally it is responsible for ensuring that

staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Orders require any officer to declare any interest, direct or indirect with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

USE OF INFORMATION TECHNOLOGY:

To undertake duties and development related to computerised information management to meet the changing needs and priorities of the Trust, as determined by your manager and in accordance with the grade of the post

SAFEGUARDING – CHILDREN/YOUNG PEOPLE AND VULNERABLE ADULTS

Every employee has a responsibility to ensure the safeguarding of children and vulnerable adults at all times and must report any concerns immediately as made clear in the Trust's Safeguarding Policies.

INFECTION CONTROL

The Trust is committed to reducing the risk of health care acquired infection. Accordingly it is essential that you adhere to all Trust infection control policies, procedures and protocols (to include hand decontamination, correct use of PPE (Personal Protective Equipment) and care and management of patients with communicable infections). You are required to report any breaches/concerns promptly using the Trust's incident reporting system.

SMOKING:

This Trust acknowledges its responsibility to provide a safe, smoke free environment, for its employees, service users and visitors. Smoking is therefore not permitted at any point whilst on duty, in accordance with the guidelines set down within the Trust No-Smoking Policy.

The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs and will be commensurate with the grade and competencies of the post.

I agree that this Job Description is an accurate reflection of my current role and responsibilities.

Name:

Signature:

Date:

