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### **Job Description**

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**Job Title:** Community Staff Nurse

**Grade:** Band 5

**Reports To:** Professional Lead

**Accountable To:** Locality Manager

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#### **Job Purpose:**

The community staff nurse is a member of the Integrated Health Team, who undertakes professional duties in the client's homes and clinics to ensure provision of high standard nursing care and health promotion. To work across professional boundaries, providing comprehensive health care that is sensitive to the needs of the local population.

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#### **Key Result Areas:**

##### **Main Functions**

- Act in accordance with current local Warwickshire Safeguarding Vulnerable Adults and Children, and SWFT guidelines/policy to protect vulnerable adults and children.
  - Contribute towards ensuring AHP & Nursing Strategy is implemented across the Integrated Health Team.
  - To undertake the first contact assessment, including planning, implementation, evaluation and reassessments of the care plans.
  - In the absence of the Senior Nurse, to take responsibility for the day to day management of the nursing workload, delegating the workload appropriately to other team members.
  - To establish priorities of care in accordance with caseload management
  - To take responsibility for updating and developing professional knowledge
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and skills which relate to clinical practice

- To act within the NMC Code of Professional Conduct and comply with the Trust's policies and procedures
- To participate in the development, training and mentorship of pre-registration students and staff as required including induction and preceptorship programmes
- To provide skilled clinical nursing practices

### **Communication**

- Develop and maintain effective communication networks, with service users, health care professionals and other statutory and voluntary organisations
- To promote and maintain accurate record keeping in order to conform to NMC policy and Data protection

### **Responsibility for patient care**

- To action referrals appropriately according to risk and need in accordance to the service referral criteria
- To undertake planned and opportunistic health promotion and education activities with patients and carers
- Act as a patients advocate where appropriate

### **Policy and Service Development**

- Understanding national policy and guidance and the ability to interpret and implement at service level

### **Responsibility for Human Resources**

- Direct supervision of junior members of staff
- Act independently on a range of delegated tasks and use own initiative in order to manage own workload within appropriate professional guidelines
- Participate in the PDR process to identify personal and team development goals
- Able to organise staff in the absence of the Senior Nurse (Band 6) reporting to a senior member of staff any anomalies

### **Professional Responsibilities and Freedom to Act**

- Interpret national guidance on NMC guidelines
- Participate in clinical supervision
- Maintain clinical and professional competencies in accordance with relevant statutory legislation and guidance relevant to health professionals and their services
- To participate in mandatory and statutory training requirements and keep a record of all training and other developmental activities

## **Responsibility for Research & Development**

- Ensure standards, protocols and policies are evidence based and applied to practice
- Keep updated with current clinical issues thus always promoting best practice
- Use research to inform practice
- Participate in audits as appropriate

## **General**

- The post holder will be required to have access to independent means of transport for work purposes to travel across SWFT and to other agencies

## **Physical and Mental Effort**

- The post holder will undertake “people moving and handling” on a daily basis. The handling of equipment e.g. hoists, is integral to the post and may be required to be undertaken in confined spaces within patient’s homes.
- The post holder will be required to operate as a lone worker in accordance with WCH policies and procedures
- The post holder may come into contact with bodily fluids including urine and faeces and exudate from wounds e.g. blood and pus

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### **General Items:**

To provide short-term cover for colleagues during periods of leave.

To ensure that all Trust standards are maintained and monitored to improve the quality of care to all whom come into contact with services provided by South Warwickshire NHS Foundation Trust.

Every employee has a duty to take reasonable care of the health and safety of him/herself and of other persons who may be affected by his/her acts or omissions at work, and to co-operate with the South Warwickshire NHS Foundation Trust to ensure that statutory and Trust regulations are complied with.

To participate in appraisals and personal reviews and work to achieve agreed set objectives.

To participate in appropriate training and development activities

To participate in team, professional and personal development activities and promote commitment to continuous development and improvement.

Ensure that all staff consciously review mistakes, complaints and incidents/near misses as well as successes to improve performance and the level of customer care.

All employees will have an organisational and individual responsibility towards safeguarding vulnerable adults, young people and children. Where employees are working with children, young people and families they have a responsibility to cooperate in national safeguarding policy around early intervention activities appropriate to improving health outcomes.

As a major provider of health care, South Warwickshire NHS Foundation Trust operate a Smoke Free Policy by providing a totally smoke free environment to help aid patients' recovery, promote health and wellbeing and minimize the risks of complications attributed to smoking tobacco and second hand smoke.

**For Band 5 and below**

Recognise the importance of adopting healthy lifestyles and be aware of health and wellbeing initiatives.

To abide by Infection Prevention and Control policies relevant to their area of work, and undertake the necessary level of training. This will be appraised through the KSF review process or other relevant professional review process.

To contribute to promoting and implementing the Trust's Carbon Management policy, in line with team and organisational objectives.

**This job description is subject to review at any time in consultation with the post holder.**