



**University
Hospitals Sussex**
NHS Foundation Trust

Job Description and Person Specification

Job Description

Job Title	Senior Staff Nurse
Band	Band 6
Hours	37.5 full time
Department	Cardiac Cath Lab
Division	Specialist Division
Location / Hospital Site	Level 7, Millenium Wing, Royal Sussex County Hospital
Responsible to	Cath Lab Nurse Manager
Accountable to	Cardiac Matron, Divisional Lead Nurse
DBS Level	Enhanced
DBS Barring	Children and Adults
DBS Workforce	Adults

Role Summary

The Cardiac Catheter Laboratory is part of a tertiary centre which incorporates an extensive referral area, offering a 24-hour service for both elective and emergency admissions. The post holder will have undergone specialised training and have worked for a minimum of one year as a senior staff nurse in this specialised field. The post holder is expected to provide and enhance patient care, through research-based evidence. To promote and maintain good communication within the multidisciplinary team of the department as well as with those in other departments. To deputise for and actively assist the manager in the management of human resources, audit, education and training, finances, staff development, recruitment and retention. These responsibilities to be carried out in accordance with department's objectives and Trust policy. To act within the scope of one's professional body, Professional Code of Conduct.

Structure Chart

Lead Nurse Manager/ Matron



Unit Manager/Senior Sister



Sister/Charge Nurse





Registered Nurse with experience



Registered Nurse



Health Care Assistant

Main Duties and Responsibilities

- Adopting a holistic approach to care and providing the patients with safe & skilled nursing care for both diagnostic and interventional procedures.
- Assess patient's clinical, social, emotional and educational needs and deliver appropriate care based on findings.
- Provide evidence-based nursing care safely & in support of National Service Framework recommendations & NICE guidelines.
- Act upon patient assessment findings and plans, implement and evaluate patient care.
- Maintain patients' privacy, dignity and confidentiality at all times.
- Is competent to remove arterial and venous sheaths from a patient following their procedure, in a safe and timely manner. Can recognise & deal with complications that may arise and able to implement corrective measures.
- Administer drugs to patients, which have been prescribed by a doctor. Check that drug & doses are correct and appropriate for the patient, that they are given via the correct route and administered safely and correctly. Monitor / observe the patient for the effects of drugs administered. Document when drugs have been administered.
- Ensure that drugs are stored correctly and locked away when not in use. Accurately document the administration of Controlled Drugs under the Safety of Medicines Act.
- Order drugs from the Pharmacy department when stock levels are low.
- Competent in administration of drugs via an established intra venous device, recognise complications and able to take corrective measures.
- Competent in the use of intravenous infusion mechanical devices. Able to set up infusion device and problem solve, following Trust training.
- Competent in performing Venepuncture and cannulation. Competent in recognising complications and able to take corrective action. Competent in blood result interpretation.

- Competently able to record patient's Electrocardiogram. Able to problem solve when poor trace occurs. Having undertaken specialised courses, competent in recognition of normal and abnormal electrocardiogram with the ability to interpret findings and apply appropriate action.
- Competent in recognising Cardiac Arrest, lead the cardiac arrest team following Resuscitation Council Guidelines.
- Competently and safely uses the defibrillator as per UHSussex policy. Interpreting which cardiac arrhythmia is suitable for defibrillation.
- Provide expert nursing skills in Direct Current Cardioversion, ensuring the safety of the patients and other professionals. Maintains best practice and standards.
- Provide expert nursing skills in caring for the conscious / unconscious patient under sedation / general anaesthetic.
- Provide expert nursing skills in Transoesophageal Echocardiogram procedure, ensuring patient safety and maintaining high standard of patient care.
- Competently act as a Scrub Nurse to provide specialised nursing skills in all diagnostic & interventional cardiology procedures. Assist the operator performing the procedure, prepare the patient, specialised equipment. Inject contrast medium into Coronary Arteries as required. - Regularly undertake learning & develop competency of new procedures being introduced to the department.
- Act as a Runner Nurse during all diagnostic & interventional Cardiology procedures. Gather equipment for the procedure. Monitor / observe the patient during procedure, recognise & acts upon changes in-patients' condition, administer drugs and give reassurance as necessary.
- Dispose of clinical waste, body fluids, and sharps as per UHSussex policy
- Transfer patients on and off equipment as per UHSussex Manual Handling policy.
- Transfer and escort patients to and from other departments' pre and post procedure, maintaining their safety and comfort.
- Provide ON CALL cover on a regular/frequent basis, providing an emergency service overnight, following a full day shift and weekends. Often being the only nurse providing care for a critically ill patient.
- Take responsibility of own radiation protection and safety as well as other staff and patients.
- Act as a patient advocate.
- Assesses risk to safeguard patient and staff safety.
- Act as a clinical expert and resource to others to give advice.
- Act in a manner that is befitting for a Role Model.



Communication

- Liaise with other members of multidisciplinary team to ensure best patient care is met.
- Provide and receive comprehensive / relevant patient information about patient's care / treatment / condition both verbal and written.
- Maintain accurate documentation about the care given to patients, both written and computerised.
- Maintain / input computer generated database.
- Verbally communicate effectively with all members of the multidisciplinary team. Demonstrate an understanding of non-verbal communication skills.
- Liaise with other wards and departments to maintain positive working relationships.
- Effectively communicate with patients and their relatives / cares., taking into consideration any barriers to communication. Deliver bad news in a compassionate manner. Give information in a way that is easy to understand, always-ensuring privacy & dignity are maintained.
- Liaise with company representatives about specialised equipment which they provide, and book appointments for their visits to the department.
- Demonstrate advanced negotiation skills.

Service Delivery and Improvement

- Ensure personal and professional development is progressed through Individual Performance Development Review and identify own learning requirements.
- Demonstrate understanding of and dedication to evidence-based practice.
- Participate as required in audit.
- Assist with the development of care plans, nursing documentation and patient information.
- Contribute to the development of local policies, protocols and guidelines.
- Act as link nurse disseminating information to the team.
- Participation in clinical governance and maintaining standards including use of Datix in adverse clinical incidents and response to complaints.
- Promote a positive risk management culture and willingness to undertake risk assessment and implement action plans.
- Participate in meeting national targets as set by National Service Framework for Cardiology.
- Contribute to and promote development of services within the department supporting team through change processes.
- Support local research team.
- Contribute to a research culture within the nursing team to identify current knowledge and deliver evidence-based care.

- Embed in the team culture the concept of recruitment to clinical trials which is a national performance indicator.

People Management and Development

- To work alongside senior nursing team and MDT be responsible for the coordination and organisation of the unit and deputise in absence of ward manager.
- To assist in management of people to include rota planning, sickness, performance and disciplinary management.
- To assess, plan, implement, evaluate and provide high quality nursing care for patients requiring specialist diagnostic and interventional procedures and support more junior staff to do this.
- To work effectively as a member of a multidisciplinary team
- To organise own time and that of junior staff and students using prioritisation and delegation appropriately
- Use of judgement and clinical knowledge to deliver safe care within a challenging and changing clinical environment, using equipment and resources safely and as appropriate.
- Ensure staff and resources organised to provide safe, effective care.
- Act as visible and approachable a professional resource and role model for all staff disseminating clinical skills and knowledge and maintaining a learning environment.
- Recognised teaching/mentorship course and willingness to support development of junior members of the team and offer supervision.
- Participate in recruitment and retention initiatives.
- Knowledge of Clinical Governance and Health & Safety at Work Act (1974).

Patient Care Delivery

- Competent in ECG recognition
 - ILS provider
 - Intravenous cannulation
 - Administration of medication and treatments within Procedures for the Ordering, Prescribing and Administration of Medication Guidelines
 - Administration and management of conscious sedation.
 - Enhanced levels of manual dexterity and accuracy pertaining to clinical skills
 - Competence in providing second operator role in cardiac catheterisation and coronary angioplasty.
 - Participation in PCI (Primary Coronary Intervention) on call service.
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- Effective communication skills, especially where patient ability to do so is compromised.
- Ability to disseminate contentious and delicate information appropriately and maintain confidentiality.
- Ability to recognise deteriorating patients and escalate or support accordingly.

Learning and Development

- Attend mandatory training updates as required.
- Undertake training as necessary in line with the development of the post and as agreed with the line manager as part of the personal development process.
- Achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- Identify own learning needs and jointly plan training requirements with your line manager
- Participate in the Trust's appraisal process to discuss how your role will help deliver the best possible care to our patients and help to deliver any changes in service.

This job description is an outline of the role and responsibilities. From time to time due to the needs of the service, we may ask you to flexibly undertake other duties that are consistent with your role and banding, including project work, internal job rotation and absence cover.

The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the department and the organisation.

Mission and values

The mission of University Hospitals Sussex – what we are striving to achieve – is to provide:

‘excellent care every time’

All our efforts to do this put the interests of our patients first and foremost, and are underpinned by our values:

- Compassion
- Communication
- Teamwork
- Respect
- Professionalism
- Inclusion

These values were selected by our staff, patients and public when we were talking about the merger and the sort of organisation, we want University Hospitals Sussex to be.



Our mission and values are extremely important to us, and we expect everyone who works at University Hospitals Sussex in any capacity to share and uphold them.

Patient First

- Patient First is our Trust-wide approach to improving the quality of care for patients and to build and embed a culture where staff can be confident that their views matter and will be heard.
- The aim is to empower all staff to lead change, raise issues, concerns, identify and implement areas for improvement within the workplace and find solutions collectively as part of a team.
- Staff will be equipped with skills to identify improvement opportunities and supported to see those through
- It encourages all staff to be innovative and drive forward quality improvement and positive changes in their areas.
- The philosophy behind this is centred on:
 - Standardisation, system redesign and the improvement of patient pathways to eliminate error and waste and improve quality
 - The patient being at the heart of every element of change
 - Embedding cultural change across the organisation, where everyone is passionate about delivering exceptional quality every time and “where better never stops”.
 - Continuous improvement of our services through small steps of change
 - Constantly testing the patient pathway to see how we can develop
 - Encouraging frontline staff to lead the redesign processes
 - Equal voices for all
 - Engagement of staff is a big factor in job performance.
 - Good engagement leads to improved quality, mortality and safety measures

Safeguarding Children and vulnerable adults

UHSussex is committed to safeguarding and promoting the welfare of children and adults and to protecting them from the risks of harm. The Trust recognises its responsibility to ensure that safe working conditions and systems are in place for staff working with children, adults, and families in their care. Staff are required to comply with Trust policies on Safeguarding and to undertake the appropriate level of mandatory in-service training in this area.

Equality, Diversity, and Inclusion

Inclusion and respect are core values at UHSussex, and we are committed to diversity and equality. This means treating colleagues and patients with



professionalism, ensuring everyone feels welcome and included, valuing different backgrounds and experiences, and challenging inequalities.

Having all our staff feel safe, supported, included and valued will lead to better care and outcomes for our patients – our True North Objective.

All staff have a duty to report any behaviours which contravene this to their managers.

Workplace and Environmental Factors

Physical	Work within recognised Manual Handling guidelines, frequently manoeuvring patients/objects over 15kg using appropriate aids for short periods of time. Frequently wearing of Lead PPE to reduce and control exposure to ionising radiation within the cath labs.
Emotional	Ability to work under pressure and effective time management. Dealing with difficult situations/people, including managing distressing situations involving patients/relatives and staff
Mental	Ability to work where the work pattern may be unpredictable, with a requirement for long periods of concentration e.g. drug calculations, intravenous infusions and titrations, monitoring of patient's condition, prolonged diagnostic and interventional procedures. Ability to work flexibility to support the expansion and development of the service.
Working Conditions	Follow Policies and Procedures pertaining to radiation protection, bodily fluids, infestations, infection control and COSHH regulations. Work in an environment which often has unpleasant odours, extreme temperatures and confined spaces



Person Specification

Requirements	Level required	How assessed	Level required	How assessed
	Essential		Desirable	
Professional Registration	NMC Registration Evidence of ongoing development through professional portfolio and revalidation	AF		Application form (AF) Selection interview (I) Assessment (A)
Experience/Qualifications	Previous experience of Cath Lab co-ordinator	AF	Commitment to further education	I
Skills	Relevant clinical skills to include ECG interpretation, Cannulation, drug administration, ILS, management of conscious sedation. Experience of second operator/scrub role for interventional cardiology and pacing procedures Evidence of having undertaken own development to improve understanding of equalities issues	AF,I		
People Management and Development	Able to prioritise own workload and that of others	I,A	Personally resilient to manage challenging and rapidly changing clinical environment with high acuity patients. Able to prioritise own workload and that of others.	I,A
Equality, Diversity and Inclusion	Evidence of having championed diversity in previous roles (as appropriate to role).	I		
Specific Requirements	Ability to contribute to Primary PCI on call rota	I,AF		