



JOB DESCRIPTION

Job Title:	Band 5 Staff Nurse
Department:	CAU St Peters Hospital
Division:	UEC
Band:	Band 5
Hours:	37.5 hours per week
Responsible to:	Clinical Nurse Manager
Accountable to:	Matron
Responsible for:	Junior Nurses and Healthcare support workers
Base:	Main base will be Clinical Assessment Unit at St Peters Hospital. You may be required to work across sites including Ashford Hospital and working at any other Trust site including ward areas as required.
Disclosure and Barring Service Required:	Yes Enhanced
Job Summary:	<p>The post holder will:</p> <p>To work effectively and efficiently within the framework of team nursing and individualised patient care.</p> <p>In collaboration with the ward/department integrated multidisciplinary team to develop, implement and evaluate programmes of care for patients.</p> <p>To contribute towards developing and maintaining a suitable and stimulating learning environment.</p> <p>To take charge of the unit in the absence of the unit sister/charge nurse and to supervise junior registered and unregistered staff.</p>
Key working relationships	<p>Internally the post holder will develop effective working relationships with:</p> <ul style="list-style-type: none"> • Multidisciplinary Team within the Trust <p>Externally this includes</p> <ul style="list-style-type: none"> • Colleagues in other NHS Trusts and organisations
Key Result Areas:	To have made a contribution to reaching the Trust's vision, strategic objectives and key work programmes.
Date of last review:	June 2023

1. MAIN DUTIES AND RESPONSIBILITIES OF THE POST:

Clinical Responsibility

1. Practice and supervise nursing and the delivery of patient care in accordance with NMC Code of Professional Conduct and Trust/Department/Ward Policies and Procedures.
2. Be responsible and accountable for the assessment, planning, implementation and evaluation of individual care needs for assigned patients, ensuring safe practice and maintaining high standards of care.
3. Promote and provide health education for patients and their carers
4. Establish and maintain effective communication links with other members of the multi-disciplinary team, patients and carers.
5. Maintain up-to-date, comprehensive and accurate records of clinical care, the patients' condition and other relevant information in accordance with the NMC Standards for Record-keeping.
6. With the Ward Sister/Charge Nurse and their deputies ensure that clinical and housekeeping practice follows policies/procedures designed to prevent hospital acquired infection.
7. Be aware of and contribute to the protection of vulnerable adults and children

from abuse. Report any suspicions of abuse to the nurse in charge, or in their absence Matron, Divisional Professional Clinical Lead or Clinical Site Nurse Practitioner .

8. Support the implementation of quality assurance initiatives which will improve patient care and the patients' environment.
9. Work effectively and efficiently as part of the ward team, and in accordance with the nursing philosophy.
10. Be conversant with current emergency resuscitation techniques and fire regulations and procedures both in theory and practice.
11. Ensure safe storage and administration of medicines in accordance with legislation and Trust policy and practice.
12. Understand the need for effective ward budgetary control and be aware of the current cost of medical supplies and equipment.
13. Monitor and maintain unit equipment in each area of care, reporting problems as appropriate
14. Share in the responsibility in achieving financial savings by continually examining department procedures and products used.
15. Be proficient in the use of information technology utilised within the ward area.
16. To report staff sickness/absence to the unit sister, and take prompt action to cover shortfalls if necessary
17. Monitor and report any deficiencies in services, such as department cleaning, catering, laundry, portering or administrative support.
18. Maintain a professional attitude at all times, including appropriate appearance in accordance with the Trust Uniform and Dress Code Policies.
19. Be conversant with the corporate goals in relation to service delivery
20. Participate in Trust wide or local change programmes.

Leadership or managerial

Be aware of and adhere to the 'Shift Leader Responsibilities' as per the Trust's Standards for Practice and Care

1. Act as an effective role model and demonstrate competent organisational and leadership skills.
2. Deputise for the Ward Sister/Charge Nurse
3. Ensure nursing staff under your supervision have a clear understanding of their duties and responsibilities, and of the standards of performance and conduct expected of them.
4. Promote good communication and working relationships and collaborative working with the multi- disciplinary team, both within the Unit and the rest of the Trust.
5. Ensure safe use of equipment, ascertaining that staffs are competent to operate the equipment and that the equipment is in safe working order.

Education and Development

1. Actively promote and implement evidence-based practice.
2. Participate in maintaining a suitable learning environment on the ward.
3. Act as a support for junior staff and students.
4. Support the in relation to programmes and strategies for professional development, education and training
5. Understands the educational objectives of all ward staff, acting as preceptor/mentor to appropriate staff and assessing their performance.
6. Maintain good communication with internal education support staff and tutors from local higher and further education providers.
7. Use available opportunities to maintain and extend professional knowledge and

- Expertise, keeping up-to-date with current nursing practice.
8. Maintain own professional development.

Clinical Governance

1. To report any complaints, accidents, untoward incidents or unusual occurrences to the Head of Nursing and ensure that, where possible, remedial action is taken to prevent the occurrence/reoccurrence of such incidents, to complete Datix form.
2. In conjunction with the Ward Sister/Charge Nurse, Divisional Professional Clinical Lead and Matron participate in the planning and implementation of quality and risk management initiatives and targets.
3. Assist in maintaining evidence-based quality standards that are regularly audited and participate in agreed changes in practice.
4. In conjunction with the Ward Sisters/Charge Nurse and the Practice Development team, participate in agreed programmes of clinical benchmarking.
5. Support and supervise junior staff in a way that promotes patient safety and well-being.
6. Assist the Ward Sisters/Charge Nurses and their deputies in the orientation and induction of new staff. Ensure appropriate paperwork is completed and processed. Support the Ward Sisters/Charge Nurse in ensuring that staff acquire the appropriate clinical competencies to deliver safe and effective patient care.
7. Actively participate in the Trust's professional supervision programme as a supervisor and as a supervisee.
8. Understand and be aware of when and how to report untoward incidents, accidents, concerns or near misses and how to deal effectively with patients' or relatives' complaints