



## **JOB DESCRIPTION AND PERSON SPECIFICATION**

**JOB TITLE:** Registered Nurse  
**GRADE:** Band 5  
**HOURS:** Bank  
**BUSINESS UNIT:** Secure Environments

### **JOB PURPOSE**

To provide a comprehensive physical health service as part of the Multi-Disciplinary Team to prisoners with physical health needs within the Secure Environments Business Unit. In conjunction with the management team contribute to and deliver a comprehensive Primary Health Service in partnership with mental health and key stakeholders as part of a multi-disciplinary team within the prison setting.

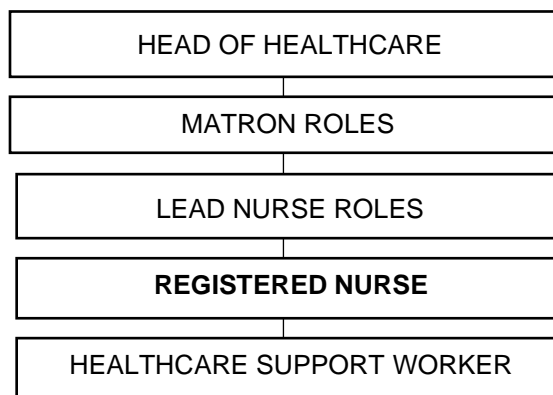
The role of the Registered Nurse is to undertake health assessments, administer medication and treatments, perform diagnostic tests as appropriate and to provide and evaluate a range of health interventions to meet prisoner health and social care needs. The post holder will be required to work flexibly across the service to provide responsive, evidence-based interventions working alongside physical and mental health clinical teams.

Demonstrate knowledge, skills and understanding of health issues and treatment options to provide primary care within the prison preventing transfer to outside hospital where possible. The post holder should also have a keen interest in developing knowledge and skills across the integrated services. The post holder will be expected to undertake safeguarding training appropriate to their role and adhere to policies and procedures relevant to the area they work

The post holder will be expected to operate in line with our shared commitment to our values; Working Together, Integrity, Respect and Recognition, Compassion and Innovation.

## ORGANISATION CHART:

This will vary according to the Health Needs at each prison site.



## KEY RELATIONSHIPS

Internal	External
<ul style="list-style-type: none"><li>• Head of Service</li><li>• Matron, Clinical Teams, MDT</li><li>• Substance Misuse Services</li><li>• Mental Health In-Reach Team</li><li>• Learning and Development</li><li>• Quality and Patient Safety</li><li>• Through the Gate Services</li><li>• Families and Carers</li></ul>	<ul style="list-style-type: none"><li>• General Practice</li><li>• Social Services/Local Authority</li><li>• Secondary Care</li><li>• Accident and Emergency Depts.</li><li>• HMPS Operational staff, Offender Management, Residence and safer custody and security.</li><li>• Community Partners/Stakeholders</li></ul>

### 1. Communication and Relationships

- To represent Spectrum professionally in all communications ensuring accurate and timely communications verbally and in writing to fulfil our obligations within
- Maintaining patient records, care plans and medication records on the electronic patient record in line with NHS Information governance standards.

- Providing appropriate clinical information and assessment to support patients who are subject to prison service risk management procedures such as ACCT and segregation procedures.
- Provide information as appropriate to support the prison operator in fulfilling the wider offender management processes such as drug testing schemes
- Work collaboratively with mental health and substance misuse teams and visiting specialist practitioners to gain the best outcomes for patients and promote continuity of care.
- Participate in service audits, both local and national and to provide accurate information.
- Support patients to address issues that affect their own health, behaviour and social welfare
- Support patients and exercise positive relationships within professional boundaries as part of a purposeful and caring regime
- Adhere to Spectrums information sharing policies when dealing with requests for potentially sensitive information
- To actively participate in individual and/or group clinical supervision

## **2. Analytical and Judgemental**

- Respond effectively to emergency situations which require a rapid nursing response analysing the patient, immediate risks and management strategies required
- Systematic assessment and screening of patients
- Analysing outcome from assessments to provide judgement on clinical problems which require further investigation, treatment or referral and develop appropriate care plans with patient.
- The ability to assess, observe and respond to prisoners at risk of suicide and/or self-harm using the appropriate clinical interventions/ treatment/referral.
- Determining when to seek advice from senior clinical or management staff.
- Determining appropriate response to crisis situations and acting accordingly.
- Manage competing priorities and react to unforeseen circumstances, incidents and emergency situations.
- Engaging support/intervention from other professional or agencies.
- Work within a demanding and high emotion environment with challenging patients which requires compassion and empathy
- Participate in audit, Health and Justice performance indicators and NHS data collection activity.

## **3. Planning and Organisational**

- Plan, organise and carry out allocated tasks/ activities.
- Organise own time and may organise that of junior staff and learners.
- To balance patient related and professional demands and ensure that these remain in accordance with those of the service as a whole.
- To attend relevant meetings and participate in discussions concerning the running of the service and management of prisoners/patients.
- Deliver training to patients to empower them to self-manage their chronic disease.

## **4. Patient care**

- To deliver high quality care and intervention to patients by demonstrating up to date evidence-based practice

- To ensure patients medication is administered in accordance with risk assessment and policy
- Deliver programmes of care for individual patients that meet their needs for chronic disease and acute episodes of care.
- Assess, Plan, implement and evaluate episodes of care for all patients.
- To be involved in multi-disciplinary and inter-agency care planning to support seamless care provision for those identified with complex health needs. This also includes carers or significant others as necessary or required.
- To be involved in the multi-disciplinary and inter-agency liaison to support and/or facilitate assessments as part of the agreed care-pathway.
- To attend all clinical meetings or multi-disciplinary meetings at the request of the Clinical Manager.
- To work effectively as a member of the prison multi-disciplinary team.
- To support the coordination of the primary care, mental health and substance misuse nursing service, ensuring uninterrupted, seamless care over a 24hr period
- To liaise with mental health and substance misuse services for allocated patients.
- Empowering patients to take responsibility for their health, wellbeing, recovery and future lifestyle.
- To conform to NMC professional codes of conduct thus safeguarding the interests and wellbeing of patients.
- Maintain accurate up-to-date clinical records and care plans in accordance with NMC standards for records and record keeping, ensuring compliance with the Data Protection Act and the Freedom of Information Act.
- Provide clinical input to the multi-disciplinary referral allocation, assessment and post assessment decision making to ensure accurate, effective and sensitive feedback to all referring agencies.
- To work collaboratively with HM Prison Service colleagues to ensure security and stability of the prison regime is maintained.
- Attain and maintain clinical competencies required for effective care and treatment of prisoners within the primary care service

#### **5. Finance**

- To be responsible for equipment used in carrying out clinical duties, and to adhere to departmental policy, including competence to use equipment.
- Support Spectrums SAVE cost improvement programme, working efficiently and effectively; alerting managers to potential cost savings

#### **6. Human Resources**

- Participate in the induction all new nursing and health care support staff into the team. Supervise junior staff and learners in all areas of nursing practise and revalidation
- Responsible for own clinical supervision.
- To ensure compliance with NMC CPD requirements for successful revalidation
- Undertakes statutory and mandatory training in line with Spectrum policies

VDU USER?    yes

**The above indicates the main duties of the post which may be reviewed in the light of experience and development within the service. Any review will be undertaken in conjunction with the post holder.**

## PERSON SPECIFICATION

Requirements	Essential	Desirable	Assessed
<b>Education and Training</b>	Registered Nurse Level 1 – Adult / General/Mental Health	Mentorship / teaching / assessing experience	<ul style="list-style-type: none"> <li>• Application form</li> <li>• NMC Registration</li> </ul>
<b>Knowledge and Experience</b>	<p>Awareness of current healthcare issues.</p> <p>Awareness of clinical governance, risk management and quality agenda.</p> <p>Working within a multi-disciplinary healthcare team.</p> <p>Experience of appraisal and clinical supervision</p> <p>There is a requirement to undertake training to become proficient in the use of SystemOne.</p>	<p>Understanding of local and national key documents and their impact on health care delivery in a prison setting</p> <p>Awareness of the Health and Justice agenda in prisons</p> <p>Experience of working within a secure environment.</p> <p>Experience of health needs assessment/Triage</p> <p>Working to Patient Group Directives</p> <p>Practice Nurse / Chronic Disease Management / Minor Injuries experience</p> <p>Experience of relevant continuing professional development</p> <p>Experience of using SystemOne</p>	<ul style="list-style-type: none"> <li>• Interview/Application form</li> </ul>
<b>Skills and Abilities</b>	<p>Excellent communication skills</p> <p>Willing and able to work alone</p> <p>Can plan and organise own workload</p>	Phlebotomy / ECG / screening / wound closure/ IV management/	<ul style="list-style-type: none"> <li>• Interview/application form</li> </ul>

	<p>Ability to prioritise and organise own workload</p> <p>Ability to work in a challenging and diverse environment</p>	Management of Long-Term Conditions	
<b>Personal Qualities</b>	<p>Pleasant, professional attitude</p> <p>Ability to work as team member through developing and maintaining positive working relationships</p> <p>Positive attitude to change</p>		
<b>Other Requirements</b>	An ability to work in a challenging environment	Flexibility with regard to patterns and places of work	<ul style="list-style-type: none"> <li>• <b>Occupational Health</b></li> <li>• <b>Interview/Application form</b></li> </ul>

Candidates will only be invited for interview if they meet the essential criteria for this post. The desirable criteria will be used to shortlist where the application of the essential criteria only, produces a large number of applicants.