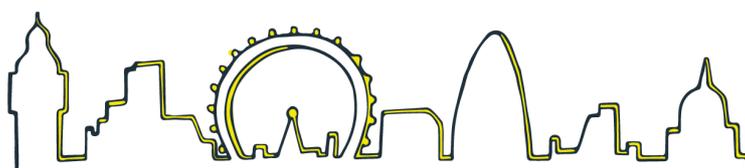


Job Description

1. **Job title** Return to Practice Nurse
2. **Location** South West London
3. **Nominal Base** To be agreed on assignment
4. **Band / Salary** Voluntary - No salary
5. **Responsible to** Ward Manager / Nursing Team Lead
6. **Job Purpose / Summary**
A training post with placement within a nursing team to allow completion of the return to practice programme for renewal of lapsed NMC Registration.
7. **Key Working Relationships**
Trust Practice Lead for RtP Nurses, University RtP lead, ward team, practice assessor
8. **Main duties**
 - Plan the delivery of care for patients / service users and take responsibility for implementing and evaluating that care, using an appropriate nursing model.
 - Deliver a high standard of comprehensive skilled and evidence-based nursing care to patients.
 - Be able to prioritise their own workload and of those working with them, such as learners and junior staff.
 - Assist patients, carers and their families to identify health and well-being goals.
 - Support and empower patients, service users, carers and their families to achieve their health and wellbeing goals.
 - Observe, document and report observations and changes in patients' conditions and report back to the responsible nurse in charge / team leader.
 - Liaise with colleagues, including Social Services, to ensure continuity of patient care.
 - Contribute to the integration of care between own service, health and social care providers and partner agencies.



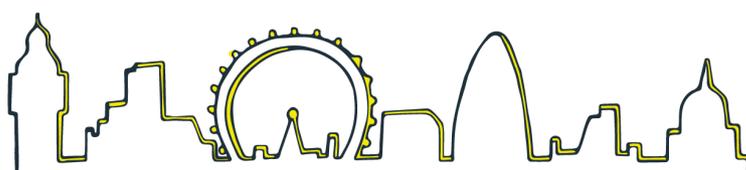
- Extend nursing knowledge/skills by undertaking further professional training that may be required in addition to keeping up to date with professional developments.
- Attend staff meetings and other relevant meetings.
- Maintain accurate, contemporaneous records that ensure safety and continuity of patient care.
- Utilise appropriate resources in the provision of total patient care.
- Participate in the orientation of new staff and nursing students, and act as a role model and supervisor to nursing students and junior staff.
- Support other learners in their development, delegating appropriately and providing peer feedback.
- Undertake other relevant duties arising from the work of the service, as requested by manager.

Professional Responsibilities

- Be aware of, and act in, accordance with agreed policies and procedures of host organization.
- Act at all times in accordance with NMC standards and Code of Professional Conduct.
- Ensure that records are kept and maintained in line with trust and NMC guidelines.
- Be willing to expand nursing knowledge/skills by undertaking further professional training, to keep up to date with professional developments and maintain current PREP portfolio.
- Set appropriate objectives and review them regularly with the Ward/Department Manager / Team Leader.
- Meet regularly with practice assessor / supervisor to review own performance.
- Have an awareness of own personal limitations of knowledge and practice.
- Maintain high professional standards acting as a positive role model for the profession and service.
- Be courteous and respectful to patients and colleagues including adhering to a dress code appropriate to the work situation.

9. Dimensions of the role

- The post holder is required to complete an NMC - validated Return Practice Programme.
 - Attending timetabled study sessions, as per university requirements and engaging in independent study.

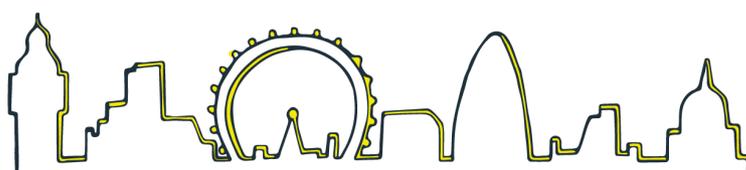


- Completing 150-450 hours of supervised practice in their clinical placement.

10. General

- To have responsibility for the health, safety and welfare of self and others, and to comply at all times with the requirements of the Health & Safety regulations.
- To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
- To promote at all times equal opportunities for staff and service users in accordance with the Trust's policies to ensure that no person receives less favourable treatment than another on the grounds of: age; disability; marriage and civil partnership; pregnancy and maternity; race (ethnicity); religion or belief; sex (gender); gender reassignment or sexual orientation.
- To comply with the Trust's No Smoking Policy
- To be clean, tidy and smart in appearance by wearing the correct uniform at all times as per Trust policy.
- To perform any duties as may be required from time to time that are consistent with the responsibilities of the role and the needs of the service.
- To be familiar with IT systems required to monitor, administer, and record patient care and any other computerised systems integral to the running of the ward or clinical area.
- To report all accidents, incidents and complaints as per Trust policy and to participate in their investigation and management.
- To attend all mandatory training as required by the host organisation
- To ensure skills are up-to-date and relevant to the role, to follow relevant Trust policies and professional codes and to maintain registration where this is a requirement of the role.
- To undertake such duties as may be required from time to time as are consistent with the responsibilities of the grade and the needs of the service.

This job description is not an exhaustive document but is a reflection of the current position. Details and emphasis may change in line with service needs after consultation with the postholder.



PERSON SPECIFICATION – Return to Practice (Nurses)

Factor	Essential	Desirable	Assess
Qualifications and Training	Previously registered with the NMC	Evidence of post registration professional development	A/I
Knowledge & Experience	<ul style="list-style-type: none"> - Awareness of the roles and responsibilities of the post. - Aware of own limitations, level of competency and learning needs. 	Post qualification experience in a healthcare setting.	A/I
Skills	IT literate / able to use clinical IT systems.		A/I/T
Other	<ul style="list-style-type: none"> - Commitment to completing return to practice module at chosen University. - Able to fulfil the health requirements of the role, taking into account any reasonable adjustments recommended by Occupational Health. - Must be eligible to work in the UK. - Ability to work in various locations within SWL as required by the role. 		A/I

