

POST: Staff Nurse

CLINICAL UNIT: Anaesthetic and Theatre Division

GRADE: Band 5

RESPONSIBLE TO: Charge Nurse/Sister

ACCOUNTABLE TO: Senior Nurse

JOB SUMMARY

- To work as a skilled member of the nursing team, to provide a high standard of holistic patient centred care.
- Ability to promote patient centred care and establish good relationships with patients and carers
- To communicate effectively at all levels within the multi-disciplinary team.

MAIN DUTIES AND RESPONSIBILITIES

NURSING:

- To provide the highest standard of nursing care.
- To plan, assess, implement and evaluate programmes of care for individual patients and to supervise other staff in this activity.
- To ensure an ongoing welcoming, caring and safe environment is provided for the patient and their carers.
- To act as an advocate for the patient and family, providing them with information and support and directing them to the relevant support services where appropriate.
- To start planning discharges from admission, liaising with the multidisciplinary team, other departments and community services as necessary.
- To develop and maintain clinical skills and knowledge necessary to provide holistic, evidence based nursing care. This includes expanded role responsibilities, following appropriate training.
- To be competent in the administration of medication
- To ensure clinical practice is evidence based or peer reviewed “best practice”.

MANAGERIAL:

- To support other members of ward team and ensure that all patients receive appropriate care
- To co-ordinate the multidisciplinary team. To ensure that prescribed treatments are carried out, and that multidisciplinary team members are informed of changes in the patient’s condition.
- To ensure quality care is given by being familiar with agreed ward and Trust standards of care.
- To manage allocated resources effectively and efficiently. This includes maintaining the correct skill mix of staff for patient dependency, bed management, utilisation of time and equipment, in the absence of senior staff.
- To assist in ensuring the safety of the ward, actively participating in clinical audit, clinical risk and quality issues, including the managing and reporting of incidents.

- In the absence of senior staff take charge of the shift and be responsible for the directorate bleep.

PROFESSIONAL:

- To demonstrate a professional approach to work, and act in accordance with the NMC Code of Professional Conduct at all times.
- To have knowledge of and adhere to ward and Trust policy and professional standards. To ensure that team members do likewise.
- To maintain confidentiality surrounding the patients admission and treatment at all times.
- To ensure documentation is complete and up to date, in line with NMC and Trust guidelines.
- To meet PREP requirements. To identify own learning needs and ensure own professional development is maintained by keeping up to date with practice developments.
- To participate in staff appraisal, staff development and in service training activities.

EDUCATIONAL:

- To actively assist in the education and practical training of learners and junior staff at every opportunity. To work in co-operation with the university in order to provide uniformity and promotion of professional standards.
- To participate in informal and formal teaching.
- To educate patients and carers about their needs relating to their conditions.
- To supervise and orientate learners and new staff.
- To act as a preceptor/mentor for junior staff nurses.
- To be a resource for students and junior colleagues.
- Developing and promoting good practice in developing research based practice, procedures and protocols.
- Act as ward link nurse, networking with speciality and lead awareness within own area.

HEALTH AND SAFETY

In carrying out these duties the employee is required to take responsible care to avoid injury or accident, which may be caused by work. These duties must be performed in accordance with the Directorate/Trust's health & Safety Policy, which is designed to secure safety in working practice and in handling materials and equipment.

GENERAL COMPLIANCE

- The post-holder must comply with all RCHT Policies and Procedures.
- The post-holder must work within infection control guidelines to ensure that work methods do not constitute a risk of infection either to the health care professional, to the client or to any persons working/visiting in RCHT premises.
- This job description is subject to the Terms and Conditions of service of Royal Cornwall Hospitals NHS Trust, and the post holder will undertake any other duties which may be required from time to time.

THIS JOB DESCRIPTION IS SUBJECT TO REVIEW IN CONSULTATION WITH THE POST HOLDER

5. JOB DESCRIPTION AGREEMENT

Job holder's Signature:

Date:

Head of

Department Signature:

Date:

Title:

Please note:
Rehabilitation of Offenders Act

This post is exempt from the Rehabilitation of Offenders Act 1974. A provisional offer of employment will be subject to a criminal record check from the Disclosure and Barring Service before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions.

The Royal Cornwall Hospitals Trust is a non-smoking organisation. Smoking will not be permitted on any of the sites by staff in trust uniform and/or wearing a trust identification badge in any location, in vehicles owned or leased by the Trust or in the homes (including gardens) of any patients visited at home.

PERSON SPECIFICATION FORM

Post: Staff Nurse

Grade: Band 5

REQUIREMENTS	CRITERIA	E/D*	HOW ASSESSED? AF/IV/T**
Education/Qualifications/ Training	<ul style="list-style-type: none"> On the NMC register Relevant post registration qualification 	E D	AF AF Q
Skills/Abilities	<ul style="list-style-type: none"> Ability to plan and care for a group of patients. Good verbal and written communication skills. Ability to work well within a team Committed to patient centred care To be able to manage own time Ability to administer IV drugs 	E E E E D D	AF/IV AF/IV AF/IV AF/IV IV IV IV
Experience	<ul style="list-style-type: none"> Demonstrable adult experience Experience of having worked with acute/critically ill adults 	E E E	AF AF AF
Knowledge	<ul style="list-style-type: none"> Good understanding and knowledge of basic nursing care Awareness of professional issues. Awareness of cultural issues Basic IT skills 	E E D E	IV IV IV AF/IV
Other Requirements	<ul style="list-style-type: none"> Enthusiastic Motivated Good interpersonal skills Professional approach to work Internal rotation days , nights and weekends <u>Accountability</u> – Takes responsibility for own actions and promotes good team working <u>Openness</u> – Shares information and good practice appropriately <u>Mutual respect</u> – Treats others with courtesy and respect at all times <u>Enhanced Disclosure and Barring Service check satisfactory to the Trust</u> 	E E E E E E E E E	IV IV IV IV IV IV IV IV DBS

*Essential/Desirable

**AF - Application Form

IV - Interview

T – Test

Q- Qualifications