

## JOB DESCRIPTION

<b>JOB TITLE:</b>	Staff Nurse Band 5
<b>LOCATION:</b>	Leighton
<b>REPORTS TO:</b>	Ward Manager

### JOB PURPOSE

*An experienced health care professional competent in all aspects of care planning, who is able to carry out a wide range of clinical skills, including area(s) of specialist clinical expertise and advice within the team e.g. infection control, by working collaboratively and co-operatively with others to meet the needs of patients and their families. The post holder will also take an active part in the leadership, education, development and supervision of the team.*

### CLINICAL SKILLS

1. Perform comprehensive assessment of patient nursing needs, plan, implement and evaluate care according to changing health care needs, including providing clinical expertise, advice and guidance in a specialist area of clinical practice to improve the overall care provided by the team
2. Work collaboratively within the multidisciplinary team/agencies to ensure that patient needs are met
3. Involve patients, relatives/carers in the delivery of care, providing reassurance and support to assist their understanding and co-operation
4. Prepare the clinical area for safe practice by ensuring that cleanliness is maintained, materials and equipment are ready for use, including clearing away afterwards
5. Provide escort and transfer for patients as directed by the multidisciplinary team
6. Recognise and respond appropriately to urgent and emergency situations
7. Collect, collate, and report information, maintaining accurate patient records/documentation

### CLINICAL GOVERNANCE

8. Promote the individual needs of the patient, by acknowledging preferences, rights and choices, respecting privacy and dignity, and by promoting anti-discriminatory practice, alerting senior staff if patient care appears to be disrespectful or discriminatory
9. Establish and maintain effective communication, maintaining confidentiality of information
10. Lead upon improvements in care and advancing knowledge within own specialist field, by continually monitoring standards of care, and by identifying risks, benchmarking, audit and research
11. Participate in the effective management of risk, by accurate recording and reporting and correct maintenance of records and documentation
12. Contribute to the content of policies, procedures and guidelines related to own clinical area/practice



13. Ensure compliance with Trust policies, procedures and clinical guidelines for self and others, alerting senior staff if practice appears to contravene policy, or if concerned about any aspect of patient care

### **MANAGERIAL/LEADERSHIP**

14. Contribute to the development of services from the patients perspective, making suggestions for change and improvements, including taking part in patient and public involvement activities
15. Provide expert clinical knowledge and leadership on improvements in own specialist area on behalf of the team to the benefit of patients, carers and relatives
16. Contribute to the leadership of the nursing team, prioritising patient care, allocating, supervising and evaluating the work of the team under the direction of a more senior professional
17. Contribute to the development and management of the team by assisting with recruitment and selection, and by providing clinical supervision and staff appraisal
18. Maintain effective and efficient use of physical and financial resources, alerting senior staff when resources are short, and by implementing improvements to reduce waste
19. Promote, monitor and maintain a healthy, safe and secure working environment, ensuring compliance with legal and regulatory requirements, maintaining accurate documentation and reporting any concerns

### **EDUCATION/LEARNING**

20. Take responsibility for own learning by full participation in appraisal and clinical supervision, attending mandatory training, developing own “expert” knowledge and skills, maintaining a professional portfolio
21. Provide induction, work based learning and assessment of others designed to improve knowledge and clinical practice within the team. Comply with plans to improve knowledge/clinical practice within the team, including involvement in supervision and mentorship

This job description is an outline of the role and function. It is not intended to describe all specific tasks.

### **All staff at MCHFT have a responsibility to:**

- Maintain active registration status
- Always act in accordance with professional Codes of Conduct and guiding documents
- Where applicable, always act in accordance with the Code of Conduct for NHS Managers,
- Maintain up to date skills and knowledge
- Maintain an awareness of patient led service issues
- Maintain a professional/personal portfolio
- Adhere to all Trust policy, procedures and guidelines.
- Adhere to Trust standards of behaviour and expected performance



- Comply with Infection Prevention and Control (IP&C) policies and procedures as appropriate to their role and responsibilities in their individual work setting. Staff are required to be personally accountable for their actions and be responsible for their own compliance in relation to IP&C policies, protocols or advice.
- Ensure they work in accordance with local procedures and report any issues which they consider to be a risk to the health and safety of themselves and/or others.
- Act in accordance with the Trusts values and behaviours
- Where applicable to participate in and provide data on the efficacy of treatment and specialties

Mid Cheshire Hospitals NHS Foundation Trust is looking to ensure that we provide equity of services across seven days of the week with a vision to achieve this goal by 2017. This post may be reviewed in line with this plan and in some cases an element of weekend working may be required

### PERSON SPECIFICATION – JOB TITLE

	ON APPOINTMENT	DEVELOPMENT IN POST	ASSESSED BY
<b>QUALIFICATIONS KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• RGN/RSCN/RM/RN Child</li> <li>• Additional qualifications in specific area</li> <li>• Detailed knowledge of professional accountability and NHS issues</li> <li>• Importance of equality, diversity and rights in patient care</li> <li>• Evidence of continued learning</li> </ul>	Evidence of advanced knowledge in specialist field  Evidence of practice	A & I A & I I I A & I
<b>SKILLS</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills, ability to respond to different communication needs of patients in different settings</li> <li>• Ability to participate in meetings/discussions with senior staff</li> <li>• Ability to present factual information and deal with questions</li> <li>• Importance of quality of care and changes in practice</li> <li>• Ability to develop leadership skills</li> <li>• Research and audit skills</li> <li>• Ability to contribute to policy development</li> <li>• IT skills/email</li> </ul>	Evidence of advanced skills in specialist field  Evidence of contribution to meetings/discussions outside the team  Evidence of leadership skills Evidence of contribution to guidelines/policies Evidence of practice	I I I I I I I
<b>PREVIOUS EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven clinical expertise</li> <li>• Examples of effective team working</li> </ul>		A
<b>PHYSICAL REQUIREMENTS</b> <i>(reasonable adjustments made under DDA)</i>	<ul style="list-style-type: none"> <li>• Good attendance record</li> <li>• Ability to perform a wide range of duties according to the Job Description</li> </ul>		A & R  A & I

**KEY:** Application form = A Interview = I References = R Skills test = S

