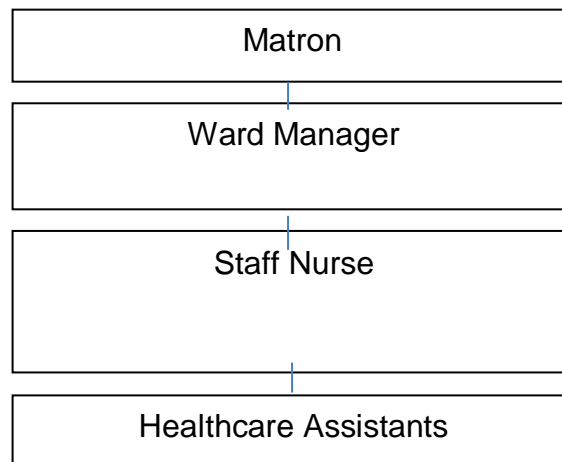


JOB DESCRIPTION

JOB TITLE	Staff Nurse
PAY BAND	5
DIVISION	Various
DEPARTMENT	Various
LOCATION/BASE	Various

Organisational Chart



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 competencies required to perform the role fully (this list is not exhaustive):

General Nursing Competencies

- ADL Assessments
- Administration of controlled drugs
- Administration of medication
- Administration of IV drugs
- Arrange and monitor travel and future care requirements
- Aseptic technique/complex
- Blood transfusion
- Care and use of Hickman line
- Care of chest drains
- Cannulation
- Checking controlled drugs
- Checking medication

- Clinical leadership
- Clinical supervision
- Design & deliver workplace training
- Discharge planning
- Conduct and interpret an ECG
- Emergency Admission
- IM/sub cut Injections
- Inserting naso-gastric tube
- Inserting fine bore naso-gastric tubes
- Interpret blood results
- Male Catheterisation
- Mentoring and Assessing
- Multi-disciplinary internal/external referrals
- Naso-gastric feeding
- Neurological observations
- Pain Control/PCAs
- Patient Transfer
- PEG feeds
- Post procedure/Op collection
- Promote health & raise awareness of health issues
- Research, prepare and supply information
- Supervise and support others in the team
- Swallow Assessments
- Syringe Drivers
- TPN feeds via a Central line
- Tracheostomy Care
- Venepuncture
- Ward rounds
- Writing in Nursing notes

Critical Care

- Refer to the National Competency Framework for Adult Critical Care Nurses

Emergency Care Wards

- Setting up telemetry

Planned Investigation Unit

- Venesection

Stroke Unit

- NG / NG Bridal Insertions

Sexual Health

- Taking a sexual history (new or rebook patients)
- Female examination – collection of vaginal/oral/urethral swabs & ordering of diagnostic tests
- Male examination – collection of urine/oral swabs & ordering diagnostic tests
- Male examination – collection of urethral swabs management of urethral discharge & ordering diagnostic tests
- Male proctoscopy - collection of rectal swabs & ordering diagnostic tests
- Female proctoscopy - collection of rectal swabs & ordering diagnostic tests
- Cervical cytology
- Female genital wart treatment (including cryotherapy)
- Male genital wart treatment (including cryotherapy)
- HIV pre/post discussion & testing
- Manage case load & run nurse led clinics
- Offer phone/face to face sexual health advice to patients and other health care professionals
- Effective partner notification
- Able to work under PGDs (patient group directions)
- Contraception nurse – able to administer first issue of hormonal contraception
- Pelvic Bimanual examination
- Microscopy
- Insertion & removal of Sub dermal Implants
- Insertion & removal of IUD/IUS

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

1. 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
2. Establish and maintain effective communication, maintaining confidentiality of information
3. 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
4. Participate in the effective management of risk, by accurate recording and reporting and correct maintenance of records and documentation
5. Contribute to the content of policies, procedures and guidelines related to own clinical area/practice
6. Ensure compliance with Trust policies, procedures and guidelines for self and others, by taking action/alerting senior management team if practice appears to contravene policy, or if concerned about any aspect of patient care.

MANAGERIAL/LEADERSHIP

1. 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
2. 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
3. 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
4. Contribute to the development and management of the team by assisting with recruitment and selection, and by providing clinical supervision and staff appraisal
5. Maintain effective and efficient use of physical and financial resources, alerting senior staff when resources are short, and by implementing improvements to reduce waste
6. 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
7. Ensure a healthy, safe and secure working environment, ensuring compliance with legal and regulatory requirements, maintaining accurate documentation and reporting any concerns.

EDUCATION/LEARNING

1. 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
2. Take responsibility for own learning and development by recognising and taking advantage of all opportunities to learn, including full participation in KSF/appraisal, supervision, action learning and by maintaining a professional/personal portfolio of learning.

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:

1. Maintain active registration status
2. Always act in accordance with professional Codes of Conduct and guiding documents
3. Where applicable, always act in accordance with the Code of Conduct for NHS Managers,
4. Maintain up to date skills and knowledge
5. Maintain an awareness of patient led service issues
6. Maintain a professional/personal portfolio
7. Adhere to all Trust policy, procedures and guidelines.
8. Adhere to Trust standards of behaviour and expected performance
9. 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.
10. 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.
11. Act in accordance with the Trusts values and behaviours
12. 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. This post may be reviewed in line with this plan and in some cases an element of weekend working may be required.



PERSON SPECIFICATION

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

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