

## **HOSPITAL SERVICES**

### **STAFF NURSE - MEDICAL UNIT**

#### **BAND 5**

#### **JOB DESCRIPTION**

##### **JOB SUMMARY:**

It is expected that as a result of general training and experience Band 5 registered nurses are able to supervise and participate in the professional and skills development of qualified and unqualified nursing staff. By demonstrating knowledge and competence in relation to firmly established procedures and policies they shall also assist newly appointed nursing staff to progress to the same level of competence. As an effective role model the post holder shall:

- Be responsible for assessing, planning, implementing and evaluating programmes of care for patients.
- Provide prescribed nursing care without supervision, within the level of the post holders' experience, referring to a more senior nurse when necessary.
- Deliver care in accordance with current ward philosophy.
- Adhere to HSSD policies, procedures and guidelines.
- Take charge of the ward and supervise nursing staff on a regular basis.
- Maintain accurate records, both electronic and paper, of the care given in accordance with agreed standards.
- To participate as a team member.
- To act in accordance with the NMC code of Professional conduct.

##### **MAIN DUTIES AND RESPONSIBILITIES:**

##### **TRAINING AND EDUCATION**

1. Participate in contributing to the continuing development of the States of Guernsey philosophy, training/education.
2. To undertake in-house annual mandatory training in Manual Handling, Basic Life Support, Fire Safety and AED training.
3. To undertake the role of health promoter and educator for patients/clients and their families/significant others.
4. To maintain and develop own skills to promote evidence-based practice.

5. To participate in clinical supervision.
6. Act as a key figure in assisting new staff complete orientation and induction programmes.
7. To assist in the learning, development and assessment of unregistered staff, junior staff and learners.
8. Through the avenue of formal appraisal and performance interviews agree targets that enhance professional development to meet personal and organisational objectives.
9. To undertake a formal mentorship role if an appropriate qualification is held.

### **LEADERSHIP/MANAGERIAL**

1. In liaison with team leader, gain experience in providing leadership to junior staff.
2. To co-ordinate ward activities on a regular basis.

### **COMMUNICATION**

1. To co-ordinate complex discharge arrangements through communication with multidisciplinary team members and associated agencies.
2. To give due consideration to language and cultural differences of both patients/clients/relatives/significant others and colleagues.
3. To communicate effectively with patients/clients and significant others. This could include patients/clients with reduced consciousness levels (including intoxication and trauma), violent and aggressive behaviour and support the bereaved.

### **AUDIT/INFORMATION TECHNOLOGY**

1. To participate in clinical audit as required in department.
2. With training, access organisational electronic information systems relevant to the role.

### **HEALTH AND SAFETY**

1. Take all possible steps to safeguard the welfare and safety of patients, staff and personal self in accordance with the Health and Safety at Work (General) Guernsey 1987 document.
2. Report accidents and untoward incidents to appropriate personnel and complete relevant documentation.
3. Observe safe moving and handling policies, procedures and guidelines including location and effective use of equipment. Safely undertake approved moving and handling techniques.

4. Ensure safe use and maintenance of ward equipment giving due regard to associated risk, health and safety and decontamination procedures.
5. Understand the purpose of the Health and Social Services Major Incident Procedure and in particular the role of the nurse in charge of own work location.

### **SUMMARY OF PRACTICE AREA:**

The medical wards at the Princess Elizabeth Hospital provide care for a variety of medical conditions – such as endocrine, cardiac, pulmonary, renal, haematological and malignant conditions. The unit has a total of 48 beds, with care provided by a multidisciplinary team, which includes Physicians, Occupational Therapists, Physiotherapists, Dieticians, Speech and Language Therapists, Social Workers and Specialist/Consultant Nurses.

Under Guernsey's healthcare system, there are no junior doctors. Patient care is managed by the nine consultant physicians attached to the medical unit, each of whom has an area of special interest. This environment provides an excellent grounding for nurses committed to high-quality care that are embarking /developing their careers. All new staff are mentored through an induction preceptorship period; whilst ongoing personal development and education are actively encouraged.

### **KEY CRITERIA:**

#### **ESSENTIAL**

1. Current first level registration with the NMC.
2. Evidence of effective communication skills; with particular reference to multi-disciplinary team working, service users, carers and managers.
3. Ability to prioritise and organise own workload.
4. Understanding and ability to apply evidence based care.
5. Evidence of self and professional development.
6. Portfolio of evidence to meet KSF agreed criteria.
7. Professional approach to work.
8. Maintains high professional and personal Standards.
9. Maintains patient confidentiality.
10. Competence in intravenous drug administration.
11. Enthusiastic.
12. Motivated.

- 13. Positive attitude.
- 14. Flexible approach to work.
- 15. Credible and Trustworthy.

**DESIRABLE**

- 16. Experience co-ordinating ward activities, delegating appropriately.

**This job description gives an outline of the duties that the post holder will be expected to undertake, but it is not intended to be comprehensive as other duties may arise from time to time. It will be subject to review to ensure that it reflects the current duties and responsibilities of the post holder.**