

**HOSPITAL SERVICES**

**EMERGENCY DEPARTMENT**

**STAFF NURSE**

**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
- Deliver care in accordance with current ward philosophy
- Adhere to policies, procedures and guidelines contained within the States of Guernsey's Policy Folders
- Act as a clinical supervisor and preceptor to develop skills of first and second level nurses, and nursing auxiliaries
- Act as a key figure in assisting new staff complete orientation and induction programmes.

Guidance in relation to furthering personal development shall take place through regular formalised appraisal and performance reviews.

**RELATIONSHIPS:**

**REPORTS TO:** Ward Manager, Emergency Department

**RESPONSIBLE TO:** Modern Matron

**ACCOUNTABLE TO:** Assistant Director – Acute Hospital Services

**MAIN DUTIES AND RESPONSIBILITIES:**

**PRACTICE AND PHILOSOPHY OF NURSING**

1. Understand and adhere to the principles contained within the ward philosophy.
2. Show an awareness and work towards meeting the agreed aims and objectives of the ward.
3. Put into practice the theory and principles of the agreed nursing model.
4. Manage total care of a group of patients within sphere of competence.
5. Supervise the practise of newly qualified and unqualified staff.
6. Ensure communication given to and received from other members of the multi-disciplinary team is effective.
7. Ensure positive outcomes by putting into everyday working practice the structure and process to meet agreed standards for nursing care.
8. Be conversant with and adhere to Nursing and Midwifery Council Code of Professional Conduct.
9. Comply with the locally agreed framework for scope of professional practice.
10. Undertake nursing procedures in accordance with the Royal Marsden Manual of Clinical Nursing Procedures.

### **SUPERVISORY RESPONSIBILITIES**

1. Provide direction by acting as a named assessor facilitating junior staff nurses and learners to complete approved competency programmes.
2. Act as facilitator to qualified and unqualified nursing staff providing them with the opportunity to achieve objectives of learning contracts to attain specific competences.
3. Maintain and develop own skills to promote evidence based practice.
4. Supervise patients in all aspects of their care giving professional advice and guidance where needed.
5. Recognise own limitations by referring when necessary to other more experienced nurses.
6. Participate in clinical supervision.

### **ROLE DEVELOPMENT**

1. Through the avenue of formal appraisal and performance interviews agree targets that enhance professional development to meet personal and organisational objectives.
2. Demonstrate an understanding of the role of Team Leader and provide professional support to the post holder.

3. In the absence of the Team Leader, co-ordinate and provide leadership to the team.
4. Demonstrate an understanding and provide professional support to key members of the multi-disciplinary team.

### **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. Understand the content and principles contained within the Cardio-Pulmonary Resuscitation and Do Not Resuscitate Policies. Be proficient in basic life support techniques and know the location and effective use of resuscitation equipment.
5. Pay due regard to fire safety regulations and content of States of Guernsey's policies including location and effective use of equipment.
6. Understand and comply with the policies and procedures laid out in the approved Infection Control Manual.
7. Ensure safe use and maintenance of ward equipment giving due regard to associated risk, health and safety and decontamination procedures.
8. Understand the purpose of the Major Incident Procedure and in particular the role of the nurse in charge of own work location.
9. Attend mandatory update sessions for Fire Safety, Basic Life Support and Safe Moving and Handling as defined in the appropriate policies.

### **REVALIDATION:**

- In accordance with States of Guernsey legislation and the HSC procedure the Registration of Health and Social Care Professionals (COR001), all nurses and midwives who are States of Guernsey employees, contractors, agency workers or in any other capacity are practising as a nurse or midwife are required to have effective registration with the (UK) Nursing & Midwifery Council (NMC).
- In order to maintain effective registration with the NMC you must adhere to the Council's requirements for Revalidation.
- You must proactively manage all aspects of your Revalidation requirements including keeping an up to date portfolio and proactively seeking out opportunities for reflection, continuing education and professional growth. You must be proactive and cooperative in the appraisal and confirmer processes
- You must assist colleagues with relevant aspects of their Revalidation. This includes but is not limited to teaching, providing support and opportunities for Facilitated

Reflective Practice, participating in professional discussions and providing constructive feedback. Depending on your level of experience and seniority the organisation may also require you to act as a Confirmer.

- If you are unable to meet any aspect of the Revalidation requirements or this element of your Job Description or you require additional support it is your responsibility to escalate this immediately to an appropriate senior nurse or midwife.

### **KEY CRITERIA:**

#### **ESSENTIAL:**

1. Registered Nurse.
2. Clear and concise written and verbal communication skills.
3. Ability to organise and prioritise workload, often under pressure.
4. The ability to work as part of a team and alone without direct supervision within your level of experience.

#### **DESIRABLE:**

5. Cannulation and Venepuncture
6. Plastering and splinting skills
7. ECG provision
8. Mentorship qualification or a willingness and ability to undertake relevant training as necessary.