

**Job Title:** Registered Nurse

**Responsible to:** Senior Charge Nurse

**Department:**

**Directorate:**



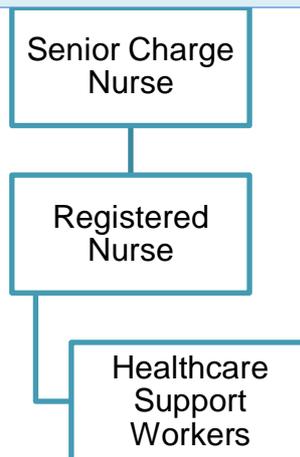
**Job Purpose**

As part of the multidisciplinary team and without supervision, the post holder has the responsibility for assessment of care needs and the development of programmes of care, and/or the implementation and evaluation of these programmes ensuring the delivery of high quality care to patients within clinical settings.

**Role of the department**

Coordinates the provision of seamless care for patients from admission to discharge by utilising efficient verbal and written communication practices with all members of the Multi-Disciplinary Team / Primary Care Services and Carers.

**Organisational position**



**Scope and range**

Care will be delivered in a ward area to patients of varying levels of dependency and need.

High quality care is delivered in a safe and supportive environment, which meets identified physical and psycho-social needs.

As a registered nurse you will participate in the setting, implementation and evaluation of nursing practice. You may be required to lead a team of nurses within the clinical area.

You will participate in the effective day to day management of resources, including supplies, pharmacy and equipment.

You will have responsibility for the supervision of junior staff and assist with the clinical teaching of student nurses and newly qualified nursing staff and contribute as required in the appraisal and continued professional development of nursing auxiliary staff.

### **Main tasks, duties and responsibilities**

Responsible for the assessment of care needs and the development, implementation and evaluation of programmes of care for patients to ensure delivery of a high standard of care.

In the absence of the ward sister or deputy, take charge of the ward for the management of daily responsibilities, including work allocation, deployment and supervision of staff, to ensure smooth running of the area.

Maintain effective communication with patients, relatives/carers and other members of the multidisciplinary team to ensure that appropriate information is shared and patient needs are met.

Assist in monitoring standards of care within defined policies, procedures, standards and protocols of the ward to ensure adherence to, and delivery of, a high quality service.

Lead and supervise/mentor junior staff/students who are providing care to patients, and act as a source of advice to ensure their educational needs are met.

Undertake teaching of registered/non-registered nursing staff, including basic and post-basic students, and participate in the implementation of staff personal development plans to facilitate ongoing development.

Organise own workload to ensure that the interests of patients/clients are met.

Responsible for maintaining patient records within agreed standards.

Participate in maintaining departmental stock levels, through ordering of stores, ensuring the economic use of all resources.

Develop the role by using evidence-based practice and continuously improve own knowledge following PREP guidelines.

Participate in clinical audit as required.

Adhere to the organisational infection control policies and procedures and act as a role model in the maintenance of a safe environment.

Ensure that all written documentation within the ward/department area is clear, concise, and timely and complies with the NMC Standards for Records and Record Keeping.

Works within the [NMC code of practice](#) and professional guidelines.

## Equipment and machinery

Competent and regular use of the following equipment:

- Telephone, fax and mobile phones
- Paging system
- Clinical Portal – patient management system
- Trakcare – patient management system
- Intranet and Internet
- Hoists

## Systems

The post holder is expected to demonstrate and act on the responsibilities placed upon them under the [Health and Safety at Work Act 1974](#), to ensure that the agreed safety procedures are carried out to maintain a safe working environment for patients, visitors and employees.

The post holder is expected to have a working knowledge of all the equipment used in the area but may not have daily clinical involvement, for example:

- Blood glucose analysis
- Volumetric pumps
- Syringe drivers including Patient-Controlled analgesia (PCA) pumps
- Use of equipment to undertake injections to include, Intra muscular, intravenous and subcutaneous
- Equipment for the administration of Oxygen (including cylinders and humidification)
- Equipment for the administration of tracheal suctioning
- Vital signs monitoring equipment (Dynamap, electronic temperature recorder)
- Resuscitation equipment (cardiac monitor, defibrillator)
- Blood warming equipment
- TED sequential stockings
- Moving and handling equipment (hoist, stand aid, Bolero Trolley etc.)

The post holder is responsible for inputting information into electronic patient records where applicable and also into patient written records. Complying with the [Data Protection Act](#), [CNORIS](#), [Caldicott Guidelines](#) and local policies regarding confidentiality and access to medical records.

The post holder is expected to demonstrate the ability to maximise the use of Information Technology to benefit patient care and personal development, for example:

Patient records:

- Maintenance of manual patient records
- On-going care documentation
- Ambulance planning documentation

Clinical assessment tools:

- Glasgow Coma Scale (Conscious level)

- PUDRA (Pressure area care)
- Pain assessment charts
- Vital signs charts (TPR & BP)
- Moving and handling risk assessment
- Bedrails risk assessment
- Wound care
- Fluid balance charts
- Risk assessment – clinical incidents & DATIX

### **Decisions and judgements**

Demonstrate sound judgement in assessment of patient care in order to establish any change in the patients' condition, and contribute to the subsequent planning of care.

Exercise the ability to challenge practice, which will compromise safety and/or quality of patient care.

The post holder is regularly required to take charge of the department in the absence of sister or deputy, and be responsible for such duties necessary to maintain effective working of the ward.

Assessment of more complex patient condition and provision of advice to junior staff in clinical decision making.

Analysis of patient condition and subsequent planning of care.

The post holder is accountable for their own actions as outlined by NMC but works under the supervision of the Ward Manager.

In the absence of the ward or department manager/deputy to provide cover to ensure the effective operation of the ward and appropriate deployment of staff.

### **Communications and relationships**

The post holder will be expected to communicate and liaise with the patient, their relatives and the multidisciplinary team involved in the provision of care. This will include information regarding the condition of patients which may at times require complex explanation. At times there may require to be communication with external agencies such as Social Services.

### **Physical, mental, emotional and environmental demands of the job**

#### Emotional Demands

The post holder is exposed on an ongoing basis to the following emotional demands during each shift:

- Communicating with and caring for distressed, anxious, worried patients/relatives/carers.
- Occasionally caring for patients/relatives/carers during and immediately after receipt of bad news.
- Exposure to verbal and physical aggression.

- Occasionally communicating with difficult personalities within the multidisciplinary team in order to enable effective patient management.

### Physical Demands

The post holder will on an ongoing basis perform the following physical demands during each shift:

- Performs moving and handling tasks relating to static load, positioning conscious and unconscious patients, and the assisted moving of compromised patients.
- The post holder is standing/walking for the majority of the shift.

### Mental Demands

The post holder on an ongoing basis performs the following mental demands during each shift when prioritising patient care/workload in a busy environment:

- Concentration required when calculating drug dosages and setting up and changing infusion pumps whilst subject to frequent interruptions from patients/carers and other team members.
- Concentration required when supervising less experienced staff/students who are providing care to patients.
- Concentration required when observing patient behaviours, which may be unpredictable.
- Concentration required when checking documentation/case-notes.
- Concentration required when observing unstable ill patients whose conditions are continually changing and are unpredictable.

### Working Conditions

The post holder is exposed on an ongoing basis to the following working conditions:

- On each shift worked the post holder will have:
- Frequent exposure to body fluids, blood, faeces, emptying bedpans/urinals, changing catheter bags several times throughout each shift.
- They may be moved to work within other wards within directorate

### **Most challenging part of the job**

Maintaining competency and up to date clinical skills and knowledge in a busy clinical environment.

In the absence of the sister or deputy, managing the ward / department effectively on a regular basis.

Performing mentally challenging tasks despite interruptions by outside influences.

Achieving a balance between the demands of direct patient care and existing resources.

Communicating and supporting distressed/anxious/worried patients and carers.

Dealing with verbally and physically abusive patients and members of the public.

Flexibility in moving between wards.

**Knowledge, training and experience required to do the job**

- Registered Nurses on the NMC Register
- Previous experience desirable
- Evidence of continued professional development
- Excellent interpersonal skills
- Excellent analytical and numerical skills
- Good IT knowledge and skills
- Advanced theoretical and practical knowledge of a range clinical procedures and practices
- Knowledge of hospital policies/procedures and practices specific to the working environment
- Effective time management skills
- Ability to use initiative