

**JOB DESCRIPTION**

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| **JOB DETAILS** | |
| **Job Title** | **Registered Nurse Intensive Care** |
| **Reports to** | **Clinical Matron Critical Care** |
| **Band** | **Band 5** |
| **Department/Directorate** | **Critical Care Services - Surgical Division** |

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| **JOB PURPOSE** |
| The post holder is responsible for the delivery of care and the assessment, development, implementation and evaluation of individual programs of care for critically ill patients.  They are expected to take delegated responsibility in a given shift for a group of patients.  They will provide specialist advice and information to patients and relatives. |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| The Intensive Care Unit provides care to critically ill adults and the initial stabilisation of critically ill children prior to transfer to specialist services.  To provide services within the boundaries of own clinical competence and the National Competency Framework for Registered Nurses in Adult Critical Care.  To promote delivery of evidence-based care.  The post holder is required to deal effectively with staff of all levels throughout the Trust, the wider Healthcare community, external organisations and the public. This will include verbal, written and electronic media.  To work in collaboration with the South West Critical Care Network. |
| **KEY WORKING RELATIONSHIPS** |
| |  | | --- | | Associate Director of nursing for surgery  Clinical Matron Critical Care  Multidisciplinary Team  Patients  Carers / Families |   Own and Other Services / Units / Wards / Department Teams  Other Trust / PCT departments e.g. Pharmacy, Pathology, Radiology, Patient Management Team (PMT), Community Teams and Sodexho  South West Critical Care Network |

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| **ORGANISATIONAL CHART** |
| Director of patient care for surgery   |  | | --- | | Clinical Matron Critical Care  Senior and Junior Sisters/Clinical educators | | Band 5 nurses  Supervision of Registered Nursing Associates, less senior nurses, ODPs, Healthcare Assistants and Healthcare learners. | |

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| **COMMUNICATION/RELATIONSHIP SKILLS** |
| Provide and receive highly complex, sensitive information. Communicate very sensitive, complex condition related information to patients and relatives offering empathy and reassurance.  Support bereaved and distressed patients, relatives and carers as appropriate.  Demonstrate politeness, courtesy and sensitivity in dealing with patients, clients, visitors, relatives and colleagues, maintaining good customer relations  Ensure that all clinical and legal documents (both paper and electronic) are accurate, comprehensive and legible and that staff understand their relevance and the confidentiality of their nature.  Demonstrate verbal communication through the ability to give basic information and support to individuals Listen effectively and modify communication to individual needs.  Work in a professional and harmonious way with other members of the multi-disciplinary team and support services, in the delivery of patient care.  Ensure the role of other persons delivering health care is recognized and respected.  Participate in regular unit meetings. |
| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| Assess the care needs of critically ill patients responding appropriately and in a timely manner to changes in condition.  In conjunction with the MDT review the effectiveness of interventions and establish appropriate goals in patient care.  Undertake risk assessments and provide accurate feedback to the team as necessary.  As part of the multidisciplinary team be responsible for actively identifying areas of problems and risks, reporting incidents and taking immediate action utilising the relevant Trust procedures. |
| **PLANNING/ORGANISATIONAL SKILLS** |
| Responsible for the planning, assessment implementation and evaluation of programmes of care for critically ill patients.  Cooperate and communicate clearly and professionally with all members of the multidisciplinary team to facilitate effective provision of care and treatment. Deliver clear, concise records and handover.  Plan, organise and prioritise own workload and guide the workload of support workers as appropriate Delegate activities to junior team members appropriately.  Exercise good personal time management, punctuality and consistent reliable attendance.  Respond to unexpected demands in a professional manner.  Work collaboratively with the Patient Management Team in relation to decisions on patient flow issues.  Undertake a commitment to develop your own professional practice. The National Competency Framework for Registered Nurses in Adult Critical Care, Step one competencies should be completed within 18 months of starting in post if not already held. Assist other staff in completing their competencies where appropriate.  To have a commitment to applying for a recognised professional critical care qualification, (60 credits), within 3 years of employment within ICU if funded places are made available to you.  Be fully conversant with all policies and procedures, including Major Accident/Incident, Resuscitation, Fire, Health and Safety and act accordingly.  Contribute to the effective and efficient use of Trust resources and equipment.  Formally monitor quality of care for area of responsibility and identify how current practice can be improved. |
| **POLICY/SERVICE DEVELOPMENT** |
| Participate in developing a shared vision of the service and work with the multi-disciplinary team, organisation and external agencies to achieve this.  Work with the MDT to develop evidence-based standards, policies and guidelines.  At all times ensure your own and others practice is in line with the NMC Code of Professional Standards of Practice and abides by the legal and statutory rules relating to practice.  Ensure patients’ interests, rights, privacy and dignity are respected,  Act as an advocate on behalf of patients.  Through working in partnership with patients ensure they are the focus of effective care  Demonstrate a high commitment to professional and personal development to ensure that professional competencies are maintained and developed to continue to meet the needs of the service.  Ensure all emergencies, untoward incidents, complaints and grievances are responded to and reported in accordance with Trust policies. Ensure public trust and confidence is not jeopardized  Promote and support innovative and evidence-based practice and share knowledge and expertise with colleagues  Contribute to service and practice development initiatives within the clinical setting  Work in other areas of the hospital, within your clinical competence, if required to do so.  Carry out other duties as may be required and which are consistent with the responsibilities of the post. |
| **FINANCIAL/PHYSICAL RESOURCES** |
| No direct budget accountability, but responsible for the effective use of Trust resources and compliance with Trust Standing Financial Instructions (SFIs).  In conjunction with senior staff assist in ordering and controlling stocks of drugs, dressings and supplies used by the Service / Ward / Unit / Department.  The post holder has responsibility for the safe handling of patient property/valuables in line with Trust procedures and Trust SFIs.  The post holder has a personal duty of care in relation to safe use and maintenance of equipment and resources. |
| **HUMAN RESOURCES** |
| Utilise educational opportunities to facilitate learning in the clinical situation ensuring that the National Competency Framework for Registered Nurses in Adult Critical Care, Step one competencies, are completed within 18 months of starting in post.  Participate in the development and delivery of the induction programme for junior members of staff.  Assist in the supervision, support, training and assessment of junior staff and learners in clinical practice appropriate to the post holders’ own qualifications.  Actively participate in reflective practice, clinical supervision and unit based debriefing sessions.  Act as a link nurse after receipt of appropriate training.  Participate in the Trust’s Development & Review procedure and be responsible for complying with your own agreed personal development plan.  Attend mandatory training relevant to post as specified by the Trust.  Act as a specialist resource to advise and support healthcare professionals and others involved in the delivery of care to patients, their families and carers. |
| **INFORMATION RESOURCES** |
| Maintain accurate, comprehensive and up-to-date documentation, in line with legal requirements and trust policies, and communicate assessment and treatment results to the MDT.  Be actively involved in the collection of appropriate data and statistics for the use of the department / organisation/ Network.  Undertake training for electronic information systems in place and under development. |
| **RESEARCH AND DEVELOPMENT** |
| Initiate and/ or participate in the audit process and professional and managerial projects as/ when required.  Participate in the collection of data for systems in use within critical care. (e.g. ICNARC).  Maintain own awareness of relevant research evidence related to the speciality and work with others in applying this to practice.  Participate in local and national research and audit projects and service evaluation as requested in order to improve standards of patient care. |
| **PHYSICAL SKILLS** |
| High degree of competence and dexterity in practical nursing skills.  Able to participate in the manual handling of patients and inanimate loads.  Able to cope with long periods of standing.  Able to participate as required in internal rotation to day and night duty and unsociable hours to meet the demands of the service. |
| **PHYSICAL EFFORT** |
| High degree of competence and dexterity in practical nursing skills,  Able to cope with constant standing/walking.  Able to participate in manual handling of patients and inanimate loads.  Able to participate in internal rotation. |
| **MENTAL EFFORT** |
| The post holder will require resilience to deliver specialist nursing care in at times, stressful and emotionally demanding environments.  Able to cope with an unpredictable work load and regular interruptions to daily tasks.  Able to maintain concentration whilst undertaking complex procedures.  Able to manage varied priorities and the demands of liaising with a wide range of people. |
| **EMOTIONAL EFFORT** |
| Able to receive and communicate highly complex and sensitive information.  Able to work with patients/service users and carers who have a poor/life limiting prognosis, including the communication of distressing news on a day to day basis.  Work with patients with mental health problems or occasional challenging behaviour.  Ability to adapt to an unpredictable workload and think clearly under pressure.  Able to cope with frequent exposure to distressing or emotional circumstances. |
| **WORKING CONDITIONS** |
| Regular working with hazardous substances (bodily waste and fluids, cytotoxic medication, radiation).  Occasional aggressive behaviour.  Regular use of highly complex equipment.  Regular use of VDU. |
| **OTHER RESPONSIBILITIES** |
| Take part in regular performance appraisal.  Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling  Contribute to and work within a safe working environment and commitment to upholding the values of the unit and the wider organisation.  Contribute to the implementation of a positive working environment and culture promoting the principles of psychological safety for entire MDT  You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection  As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust’s disciplinary policy) up to and including dismissal.  You must also take responsibility for your workplace health and wellbeing:   * When required, gain support from Occupational Health, Human Resources or other sources. * Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health. * Follow the Trust’s health and wellbeing vision of healthy body, healthy mind, healthy you. * Undertake a Display Screen Equipment assessment (DES) if appropriate to role. |
| **DISCLOSURE AND BARRING SERVICE CHECKS** |
| This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check. |
| **GENERAL** |
| This is a description of the job as it is at present constituted. It is the practice of this organisation periodically to examine employees' job descriptions and to update them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager in consultation with those working directly to him or her. You will, therefore, be expected to participate fully in such discussions. It is the organisations' aim to reach agreement to reasonable changes, but if agreement is not possible management reserves the right to insist on changes to your job description after consultation with you.  We are committed to serving our community. We aim to co-ordinate our services with secondary and acute care.  We aim to make all our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so. We will share our knowledge with neighbouring healthcare agencies and professionals.  We recruit competent staff whom we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staff’s commitment to meeting the needs of our patients.  The Trust operates a 'non-smoking' policy. Employees are not able to smoke anywhere within the premises of the Trust or when outside on official business.  All employees must demonstrate a positive attitude to Trust equality policies and Equality Scheme. Employees must not discriminate on the grounds of sex, colour, race, ethnic or national beliefs, marital status, age, disability, sexual orientation, religion or belief and will treat patients, colleagues and members of the public with dignity and respect.  If the post holder is required to travel to meet the needs of the job, we will make reasonable adjustments, if required, as defined by the Equality Act 2010. |

**PERSON SPECIFICATION**

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| **Requirements** | **Essential (E) Desirable (D)** | **Evidence** |
| **QUALIFICATION/ SPECIAL TRAINING**  NMC Registered Nurse Level 1/2  Evidence of Continuous Professional Development (CPD)  Adult/paediatric Life support course  Completed practice assessor training | E  D  D  D | Application Form/Interview/ |
| **KNOWLEDGE/SKILLS**  Can demonstrate a specific interest in area of work  National Competency Framework for Registered Nurses in Adult Critical Care Step 1 competencies completed, or commitment to complete within 18 months of commencement of post including the foundation programme  Ability to communicate effectively with colleagues  Computer literate – to a minimum of Core B standard  Good organisational/time management skills  Good interpersonal skills  Professional qualification in Critical Care Nursing (60 credit course), or a commitment to applying for place on a funded course within 3 years of joining ICU  A commitment to participate in the care of critically ill paediatric patients and undertake any relevant paediatric critical care courses offered | E  E  E  E  E  E  E  E | Application Form/Interview |
| **EXPERIENCE**  Intensive Care Nursing experience  Experience of looking after Children  Experience of participating in Audit  Experience of introducing change into practice  Experience of multi-professional team work  Experience of supporting unregistered staff/students | D  D  D  D  E  D | Application Form/Interview |
| **PERSONAL ATTRIBUTES**  Willingness to work as a team member  Prepared to work variable shift patterns  Flexible to change in demands of the service  Willingness to learn and maintain new skills  Ability to think clearly under pressure  Ability to deal with the emotional aspects of the post e.g. Terminal illness, Trauma, aggressive patients and chronic disease  Motivated | E  E  E  E  E  E  E | Interview |
| **OTHER REQUIREMENTS**  The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.  Ability to travel to other locations as required | E  E | Interview |

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|  | | **FREQUENCY**  **(Rare/ Occasional/ Moderate/ Frequent)** | | | |
| **WORKING CONDITIONS/HAZARDS** | | **R** | **O** | **M** | **F** |
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| **Hazards/ Risks requiring Immunisation Screening** | |  |  |  |  |
| Laboratory specimens | Y/N |  |  |  | Y |
| Contact with patients | Y/N |  |  |  |  |
| Exposure Prone Procedures | Y/N |  |  |  |  |
| Blood/body fluids | Y/N |  |  |  | Y |
| Laboratory specimens | Y/N |  |  |  |  |
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| **Hazard/Risks requiring Respiratory Health Surveillance** |  |  |  |  |  |
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| Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate) | Y/N |  |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | Y/N |  |  |  |  |
| Chlorine based cleaning solutions  (e.g. Chlorclean, Actichlor, Tristel) | Y/N |  |  |  |  |
| Animals | Y/N |  |  |  |  |
| Cytotoxic drugs | Y/N | Y |  |  |  |
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| **Risks requiring Other Health Surveillance** | |  |  |  |  |
| Radiation (>6mSv) | Y/N |  |  |  | Y |
| Laser (Class 3R, 3B, 4) | Y/N |  |  |  |  |
| Dusty environment (>4mg/m3) | Y/N |  |  |  |  |
| Noise (over 80dBA) | Y/N |  |  |  | Y |
| Hand held vibration tools (=>2.5 m/s2) | Y/N |  |  |  |  |
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| **Other General Hazards/ Risks** | |  |  |  |  |
| VDU use ( > 1 hour daily) | Y/N |  |  |  | Y |
| Heavy manual handling (>10kg) | Y/N |  |  |  |  |
| Driving | Y/N |  |  |  |  |
| Food handling | Y/N |  | Y |  |  |
| Night working | Y/N |  |  |  | Y |
| Electrical work | Y/N |  |  |  |  |
| Physical Effort | Y/N |  |  |  |  |
| Mental Effort | Y/N |  |  |  |  |
| Emotional Effort | Y/N |  |  |  | Y |
| Working in isolation | Y/N |  |  |  |  |
| Challenging behaviour | Y/N |  |  |  | Y |