

JOB DESCRIPTION

1. JOB DETAILS

Job Title: Registered Nurse, Cardiology, Medical Services

Band: 5

Reports to: Catheter Lab Matron

Department / Directorate: Cardiology/ MEDICINE

2. JOB PURPOSE

- The post holder is part of a multi-disciplinary team providing care and support for patients with acute cardiac disorders and will be based within the Cardiology Department.
- The post holder will be expected to work within Cardiology incorporating the Cardiac Catheter Lab. The post holder will be expected to undertake on call duties, upon successful induction/training. The post holder will be responsible for a group of patients undergoing cardiac procedures, adhering to the agreed standards of care as directed by the department Matrons, ensuring the patients' safety and wellbeing.
- As part of the team, the post holder will be responsible for working with the flow and day case unit co-ordinator to plan, agree and deliver care for outpatients, inpatients and emergencies so that patients flow through the department in a safe and timely manner.
- The post holder will be required to undertake competencies to enable them to work in all areas of cardiology.

3. DIMENSIONS/ KEY WORKING RELATIONS

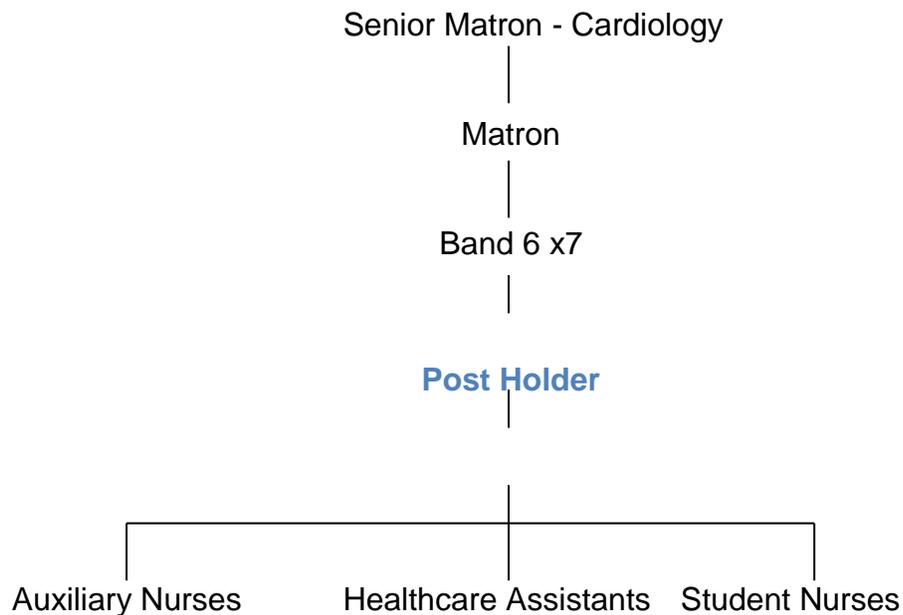
Clinical Area: Senior Matron Cardiology
Matrons for cardiac wards/cath lab
Nursing Staff
Flow co-ordinator
Consultant medical staff
Site Practitioners

Multi-disciplinary Team: Cardiac Technicians
Administrative staff
Professions allied to Medicine

- Staff control – Supervisory responsibilities for Health Care Assistants, Assistant Practitioners, student nurses and Technical staff.

- Budgetary and Resource Responsibilities - No budgetary control but an awareness of effective use of resources and their cost implications
- Direct Continuing Responsibility – To be responsible for the nursing care of a named group of patients from admission to discharge and providing technical assistance during endoscopic procedures as required

4. ORGANISATION CHART



Key: ——— Denotes Line Management accountability
 Denotes a reporting relationship

5. KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES:

Care Management

- Participate in the provision of nursing care in terms of assessment, planning, implementation and evaluations in accordance with Trust Policy.
- Ensure care is delivered in a style appropriate to the patients' needs.
- Constantly evaluate nursing care in order to promote current validated research-based practice.
- Comply with nursing procedures in accordance with Trust Policy to ensure good standards of care.
- By discussion and evaluation demonstrate a commitment to support good clinical nurse practice.
- Act as a role model for learner nurses and supervisor for qualified and/or unqualified staff.
- Compliment the leadership role of the Matron for the Cardiac ward and maintain the department ethos in the absence of senior staff

Extended Clinical Practice

- Following the Trust approved training programme and assessment participate in the administration of intravenous drugs.
- Following the Trust approved training programme and assessment participate in defibrillation.

Quality

- Support the Matron for Cardiac Ward and Cath Lab in setting, monitoring and developing standards of care.
- Demonstrate and understanding of quality strategies and processes to improve the care of patients.
- Participate in quality assessments and clinical audit.
- Ensure clinical practice is based on validated research.

Professional Code

- Work within the NMC Code of Conduct.
- Work within the policies and guidelines of the Trust.
- Be aware of accountability and work within his/her limitations.
- Maintain a professional manner and appearance at all times.
- To act always in accordance with the NMC code of professional practice.

Information Management

- Keep clear, concise records in terms of patient documentation.

- Participate in unit meetings and ensure accurate information is fed to the Matron for Cardiac Ward/Cath Lab.
- Regard effective communication as a key to successful care delivery.

Financial Management

- Support the Matron of the Cardiac Ward/ Cath Lab in the economical use of resources.

Other Responsibilities:

- To take part in regular performance appraisal.
- To undertake any training required in order to maintain competency including mandatory training, i.e. Fire, Manual Handling.
- To contribute to and work within a safe working environment.
- To be available to work weekends, night duty and 24/7 on call as required.

THE TRUST - PURPOSE AND VALUES

We are committed to serving our community by being a high quality specialist Hospital with consultant-led services. We aim to co-ordinate our services with primary and community care, and to develop a limited number as Sub-Regional Referral Centres with appropriate levels of research, development and educational involvement. Where appropriate, and consistent with our services, we may provide services aimed at preventing disease and debilitation.

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 that 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.

We are committed to equal opportunity for all and encourage flexible working arrangements including job sharing.

The Trust is committed to recruiting and supporting a diverse workforce and so we welcome applications from all sections of the community, regardless of age, disability, gender, race, religion, sexual orientation, maternity/pregnancy, marriage/civil partnership or transgender status. The Trust expects all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards.

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GENERAL

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the Manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, the Trust reserves the right to insist on changes to your job description after consultation with you.

The RD&E is a totally smoke-free Trust. Smoking is not permitted anywhere on Trust property, including all buildings, grounds and car parks. For help to quit call: 01392 207462.

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.

The post holder is expected to comply with Trust Infection Control Policies and conduct him/her at all times in such a manner as to minimise the risk of healthcare associated infection.

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.

**ROYAL DEVON & EXETER HEALTHCARE NHS TRUST
PERSON SPECIFICATION**

POST: REGISTERED NURSE – CATH LAB
GRADE: Band 5 – Nurse & Midwifery Staffs Whitley Council

REQUIREMENTS	E/D*	HOW TESTED? Application Form/ Interview/Test	MET	NOT MET
<u>QUALIFICATIONS/SPECIAL TRAINING:</u>				
Registered General Nurse	E			
Up to date Portfolio	E			
<u>KNOWLEDGE/SKILLS:</u>				
Willingness to achieve competencies in extended practices, ie. IV Drug Administration, Venepuncture and Cannulation, Defibrillation,	E			
Ability to supervise junior staff	E			
Able to be an effective team member	E			
Able to work within NMC Codes of conduct	E			
Understanding of care of patients with Cardiac conditions	D			
Understanding of Band 5 role and responsibilities	E			
Good communication skills	E			
Application of research to practice	E			
<u>EXPERIENCE:</u>				
An interest in nursing patients within cardiology	E			
<u>PERSONAL REQUIREMENTS:</u>				
Smart professional appearance	E			
Good attendance record	E			
Willingness to take responsibility for continuing professional development	E			
Communicates well, is able to respond to people with respect and empathy	E			
<u>OTHER REQUIREMENTS:</u>				

Flexible approach to work shifts incorporating undertaking on call duties as required. To include rotation around cardiology.	E			
Motivated to further professional development	E			

***E**ssential/**D**esirable

HAZARDS IDENTIFIED (<i>tick as appropriate</i>):					
Laboratory Specimens Proteinacious Dusts	X	Clinical contact with patients	X	Performing Exposure Prone Invasive Procedures	X
Blood / Body Fluids	X	Dusty environment		VDU Use	X
Radiation	X	Challenging Behaviour	X	Manual Handling	X
Solvents		Driving		Noise	
Respiratory Sensitisers		Food Handling	X	Working in isolation	