J

O

B

D

E

S

C

R

I

P

T

I

O

N



***“Our vision is to provide safe, high quality seamless service delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust Values”***

|  |  |
| --- | --- |
| **JOB DETAILS** | |
| **Job Title** | Registered Nurse - Haemodialysis Renal Service |
| **Reports to** | Clinical Nurse Manager |
| **Band** | Band 5 |
| **Department/Directorate** | Renal Medicine |

|  |  |  |
| --- | --- | --- |
| **JOB PURPOSE** | | |
| * To plan and manage the implementation of individual care programmes for patients, using the nursing process and the designated nursing model for the ward/unit. * To guide, instruct and monitor student nurses and support workers. * To practice in accordance with NMC Codes, statutory requirements and the Trust’s Vision for Nursing. * To work flexibly within any area of the Trust as directed by the Senior Nurse. | | |
| **KEY WORKING RELATIONSHIPS** | |  |
| * Matron haemodialysis unit at all RDE sites * Clinical practice facilitators * Medical staff in hub unit * Nursing staff * Renal technologists * Clinical service manager * Other Satellite unit staff * Senior matron * Clerical staff | | |
| **ORGANISATIONAL CHART** | | |
|  | | |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** | | |
| **COMMUNICATION/RELATIONSHIP SKILLS** | | |
| **Care Management:**   * To assess, plan, deliver and evaluate the individual care requirements of patients using the designated nursing model and processes. * To liaise with, supervise and instruct student nurses and support workers in the implementation of specified care programmes. * To perform and manage Haemodialysis treatments. * To complete Haemodialysis key skill competency and then facilitate other more junior staff. * To learn the skill of therapeutic plasma exchange when suitably skilled in HD. * To contribute to the management of all complications of renal replacement therapy by attending Quality assurance sessions and the use of accurate care plans. * To mentor students and other members of the nursing team as directed by the matron.   **Quality Management:**   * To contribute to the monitoring and use of nursing and patients care standards. * To contribute to the implementation of action plans to improve patient care standards and services. * To contribute to the implementation of improvements to working methods and practices. * To participate in and contribute to changes and improvements within the Directorate and Trust. * To have an understanding of transonic monitoring and its relation to vascular access preservation. * To actively participate in group work relating to the essence of care framework. * To comply with Trust policy in relation to hand hygiene compliance.   **Financial Management:**   * To contribute to the monitoring and control of the use of resources within budgetary limits. * To contribute to the analysis of staffing requirements against workload activity. * To assist with developing the financial awareness of the team so that individual staff contribute to the efficient use of resources.   **Information Management:**   * To contribute to the collection, recording and storage of information. * To make use of relevant information in decision making, problem solving and care management. * To complete all access audit forms as requested by access specialist nurse or other specialist nurse. * To provide clear instructions and accurate information to student nurses and support workers, taking care to monitor and evaluate their work to ensure that standards are maintained and care programmes implemented effectively. * To contribute to the supervision, development and coaching of individual staff so that they function effectively within the roles and responsibilities as laid down by the Trust’s Vision for Nursing. * To assist with the process of allocating workload to student nurses and support workers, which is within each individual’s competence and capability. | | |
| **PLANNING/ORGANISATIONAL SKILLS** | | |
| **Professional Development:**   * To practice in accordance with NMC Codes and Standards. * To contribute to the development of professional knowledge and skills of other staff within the team. * To develop own knowledge and practice. | | |
| **THE TRUST- VISION AND VALUES** | | |
| Our vision is to provide safe, high quality seamless services delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust values. Our Trust values are:  Honesty, Openness & Integrity  Fairness,  Inclusion & Collaboration  Respect & Dignity  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.  We are committed to recruiting and supporting a diverse workforce and 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. We expect all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards. | | |
| **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. | | |
| **POST** | Registered Nurse - Haemodialysis Renal Service | |
| **BAND** | Band 5 | |

P

E

R

S

O

N

S

P

E

C

I

F

I

C

A

T

I

O

N

|  |  |  |
| --- | --- | --- |
| **Requirements** | **At Recruitment** | **At KSF 2nd Gateway** |
| **REQUIREMENTS** | **At**  **Recruitment** | **At 2nd KSF**  **Gateway** |
| **QUALIFICATIONS / TRAINING**  Registered Nurse  Diploma in nursing studies  HEA 356 renal nursing course | **E**  **D**  **D** | **E**  **E**  **D** |
| **KNOWLEDGE / SKILLS**  Able to work within NMC Codes of Conduct  Full understanding of the role and its limitations  Basic supervisory skills  Effective written & verbal communication skills  Application of research to practice | **E**  **E**  **E**  **E**  **E** | **E**  **E**  **E**  **E**  **E** |
| **EXPERIENCE**  6 months recent experience nursing patients in an acute/community setting or recently completed a Return to Nursing Course  Interest in caring for patients within the speciality  Ability to perform Haemodialysis. | **D**  **E**  **D**  **D** | **E**  **E**  **E**  **E** |

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

**COMPETENCY REQUIREMENTS**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Safeguarding Children | Group 1 | |  | Blood Transfusion | BDS18 collection |  | Consent Training |  |
|  | Group 2 | | Y |  | BDS 19 & 20  Preparing & Administering |  | VTE Training |  |
|  | Group 3 | |  |  | BDS 17 Receipting |  | Record management and the nhs code of practice |  |
|  | Group 4 | |  |  | Obtaining a blood sample for transfusion |  | The importance of good clinical record keeping |  |
|  |
|  | Group 5 | |  |  | Annual Update | Y | Antimicrobial Prudent Prescribing |  |
|  | Group 6 | |  |  | Administration of blood products | Y | Control & Restraint - Annual | Y |
| Not mapped this one |  | |  | Safeguarding Adults Awareness | Clinical Staff | Y | Mental Capacity/DOL’s | Y |
|  | Group 8 | |  | Non Clinical Staff |  |  |  |
| Manual Handling – Two Year | | | Y | Falls, slips, trips & falls | Patients | Y |  |  |
| Equality & Diversity – One-Off requirement | | | Y |  | Staff/Others |  |  |  |
| Fire | | Annual | Y | Investigations of incidents, complaints and claims | |  |  |  |
|  | | Two Yearly |  | Conflict Resolution – 3 yearly | | Y |  |  |
| Infection Control/Hand Hygiene | | Annual requirement | Y | Waterlow | |  |  |  |
|  | | One-Off requirement |  | PUCLAS | |  |  |  |
| Information Governance | | | Y | Clinical Waste Management | Application principles for clinical staff | Y |  |
| Harassment & Bullying (Self Declaration – One off requirement) | | | Y | Application principles for housekeeping |  |  |  |
|  | | |  | Application principles for portering and waste |  |  |  |