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***“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”***

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| **JOB DETAILS**  |
| **Job Title**  | Registered Nurse |
| **Reports to**  | Clinical Nurse Manager |
| **Band**  | 5 |
| **Department/Directorate**  | Acute Medical Unit, Medicine Division |

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| **JOB PURPOSE**  |
| * To plan and manage the implementation of individual care programmes for patients.
* 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.
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| **KEY WORKING RELATIONSHIPS**  |  |
| **Directorate:** Lead Nurse for Medicine Clinical Matron Specialist Nurses**Clinical Area:** Clinical Nurse Manager  Other team leaders Nursing Staff Support Staff **Multidisciplinary Team:** Clinical StaffAll functional managers – paramedical and Support services  |

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| **ORGANISATIONAL CHART**  |
| Clinical Matron  Clinical Nurse Manager / DeputiesRegistered NursesUnregistered Nurses Students |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES**  |
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| **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.
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| **QUALITY MANAGEMENT** |
| * To contribute to the monitoring and use of nursing and patient 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.
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| **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.
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| **INFORMATION MANAGEMENT** |
| * To contribute to the collection, recording and storage of information. Making sure these are all done on EPIC
* To make use of relevant information in decision making, problem solving and care management.
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| **STAFF MANAGEMENT** |
| * 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 individuals competence and capability.
* To develop own supervisory skills and competence.
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| **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.
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| **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.
* The post holder is 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.
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| **THE TRUST- VISION 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 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.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, sex, 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. |
| **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 |
| **BAND**  | 5 |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**Registered Nurse (Adult)Up to date personal portfolio | **E****E** |  |
| **KNOWLEDGE/SKILLS**Understanding of general medical/surgical conditionsFull understanding of the Band 5 responsibilities and accountabilityListening skillsExcellent Communication skillsIntravenous drug administrationCannulation and venepuncture | **E****E****E****E****E** | **D** |
| **EXPERIENCE** Keen interest in nursing patients with acute injuries/illness  | **E** |  |
| **PERSONAL ATTRIBUTES** Good team member able to complement group dynamicsDeveloping communication and assertion skillsGaining breadth and understanding of organisation – NHS | **E****E****E** |  |
| **OTHER REQUIREMENTS**Flexible approach to work routine and organisationMotivated to further professional development | **E****E** |  |

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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 |  |  |  |  |
| Contact with patients | Y |  |  |  |  |
| Exposure Prone Procedures | N |  |  |  |  |
| Blood/body fluids | Y |  |  |  |  |
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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) | N |  |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | N |  |  |  |  |
| Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel) | N |  |  |  |  |
| Animals | N |  |  |  |  |
| Cytotoxic drugs | N |  |  |  |  |
|  |  |  |  |  |
| **Risks requiring Other Health Surveillance** |  |  |  |  |
| Radiation (>6mSv) | N |  |  |  |  |
| Laser (Class 3R, 3B, 4) | N |  |  |  |  |
| Dusty environment (>4mg/m3) | N |  |  |  |  |
| Noise (over 80dBA) | N |  |  |  |  |
| Hand held vibration tools (=>2.5 m/s2) | N |  |  |  |  |
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| **Other General Hazards/ Risks** |  |  |  |  |
| VDU use ( > 1 hour daily) | Y |  |  |  |  |
| Heavy manual handling (>10kg) | Y |  |  |  |  |
| Driving | N |  |  |  |  |
| Food handling | Y |  |  |  |  |
| Night working | Y |  |  |  |  |
| Electrical work | N |  |  |  |  |
| Physical Effort  | Y |  |  |  |  |
| Mental Effort  | Y |  |  |  |  |
| Emotional Effort  | Y |  |  |  |  |
| Working in isolation | N |  |  |  |  |
| Challenging behaviour | Y |  |  |  |  |