

JOB DESCRIPTION

1. Job Details	
Job Title:	Registered Nurse / Registered Operating Department Practitioner
Responsible to:	Line Manager
Professionally Accountable to:	Line Manager
Grade:	Band 5
2. Job Purpose	
<p>The post holder is responsible for the delivery of care and the assessment, development, implementation and evaluation of individual programs of care. They are expected to take delegated responsibility in a given shift for a group of patients.</p> <p>*With experience they may be expected to take charge of the ward/department/service area in the absence of their Line Manager.</p> <p>Note: This job description outlines the Trusts expectation of a Band 5 nurse/practitioner. However, they will not be expected to fulfil the tasks marked with * until they have moved through the foundation gateway and are progressing towards the full KSF competencies.</p>	
3. Dimensions	
<p>Provide services within the boundaries of own clinical competence.</p> <p>Participates as required in internal rotation to day and night duty and unsociable hours to meet the demands of the service</p> <p>No direct budget accountability, but responsible for the effective use of Trust resources and compliance with Trust Standing Financial Instructions (SFIs)</p> <p>The post holder has responsibility for the safe handling of patient property/valuables in line with Trust procedures and Trust SFIs.</p> <p style="padding-left: 40px;">* In the absence of and as delegated by their Line Manager, may be required to authorise timesheets</p>	
4. Organisational Chart	

Divisional Nurse

Clinical Matron

Ward Manager

Band 5 – Qualified Registered Nurse

Supervision of less experienced Nurses, ODPs, Health Care Assistants, Nursing Auxiliaries and Healthcare Learners

N.B. If the organisational structure is complicated a separate chart may be attached

5. Key Tasks/Duties and Areas of Responsibility

5.1. Leadership/Managing Care

- 5.1.1. Responsible for the planning and assessment of care needs and development of programmes of care, including implementation and evaluation for patients within their care, ensuring that high quality evidence-based care is delivered
- 5.1.2. Delegate activities to junior team members appropriately
- 5.1.3. Cooperate and communicate clearly and professionally with all members of the multidisciplinary team to facilitate effective provision of care and treatment
- 5.1.4. Work collaboratively with the Patient Management Team in relation to decisions on patient flow issues
- 5.1.5. Review and evaluate the effectiveness of care for their area of responsibility for the shift and deliver clear, concise records and handover
- 5.1.6. 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
- 5.1.7. Manage own time and respond to unexpected demands in a professional manner
- 5.1.8. Ensure all emergencies, untoward incidents, complaints and grievances are responded to and reported in accordance with Trust policies
- 5.1.9. Be fully conversant with all policies and procedures, including Major Accident/Incident, Resuscitation, Fire, Health and Safety and act accordingly.
- 5.1.10. Contribute to the effective and efficient use of Trust resources
- 5.1.11. Contribute to the safe use, checking, maintenance and storage of equipment
- 5.1.12. * Organise and deploy staff according to workload, ensuring appropriate staff cover and reporting deficiencies to Line Manager / Clinical Matron
- 5.1.13. * Supervise the delivery of care to maintain agreed standards
- 5.1.14. * Formally monitor quality of care for area of responsibility and identifying how current practice can be improved
- 5.1.15. * Initiate and / or participate in the audit process and professional and managerial projects as / when required

5.2. Delivery of Care

- 5.2.1. Responsible for carrying out all forms of patient care, for which they are competent to practice, without direct supervision, in accordance with local and Trust policies and procedures and within professional guidelines
- 5.2.2. Carry out the assessment of patients identifying care issues and needs in partnership with the patient and with appropriate members of the multi professional team
- 5.2.3. Assess risks to patients which need to be managed in relation to their health and wellbeing and within scope of professional practice
- 5.2.4. To plan, implement and evaluate individual programs of care for patients using evidence based practice and an holistic approach
- 5.2.5. Administer medications as prescribed and maintain custody of all medicines, including controlled drugs, adhering at all times to the Trust's Policy on Administration of Medicines

- 5.2.6. In conjunction with senior staff assist in ordering and controlling stocks of drugs, dressings and supplies used by the Service / Ward / Unit / Department
- 5.2.7. Ensure the maintainance of accurate clinical observations of a patient's condition
- 5.2.8. Ensure the significance of data relating to patient's condition and any change is interpreted and acted on in a timely way

- 5.2.9. Evaluate the effectiveness of interventions and updates care plans to take account of the changing needs of the patient
- 5.2.10. Where appropriate plan the discharge needs of patients from admission, ensuring appropriate involvement of multi professionals and other agencies in the process
- 5.2.11. Ensure safe practice to minimise the risk of infection to patients and staff in accordance with national and Trust policy
- 5.2.12. Contribute to Health Promotion and raising health awareness with patients and relatives as appropriate.
- 5.2.13. Promote and contribute to the principles of Essence of Care
- 5.2.14. Assess the relevant learning needs of individual patients and/ or carers
- 5.2.15. Ensure an understanding of caring for and the protection of vulnerable people
- 5.2.16. Where appropriate be responsible for involving patients and their families / carers during the planning and delivery of care to ensure that they understand and agree with the program of care
- 5.2.17. Instruct and demonstrate procedures to patients and/or relatives/carers as appropriate
- 5.2.18. * Evaluate effectiveness of patient teaching and takes necessary action to achieve objectives

5.3. Communication and Team Working

- 5.3.1. Ensure and demonstrate effective communication takes place between patients, relatives/carers and staff
- 5.3.2. Participate and communicate effectively with the multi disciplinary team and other agencies as necessary
- 5.3.3. Ensure and demonstrate written and electronic communication through up-to-date, succinct, clear, legible, accurate and comprehensive paper and electronic documentation
- 5.3.4. Support bereaved and distressed patients, relatives and carers as appropriate.
- 5.3.5. Assist in the teaching of junior staff and learners in clinical practice, acting as link nurse, facilitator or mentor after receipt of appropriate qualifications.
- 5.3.6. Participate in the development and delivery of the induction programme for junior members of staff
- 5.3.7. Assist in the supervision, support, training and assessment of non-registered workers, appropriate to the post holders own qualifications e.g. those completing NVQ's and other forms of qualification
- 5.3.8. Demonstrate verbal communication through the ability to give basic information and support to individuals
- 5.3.9. Listen effectively and modify communication to individual needs
- 5.3.10. * Take responsibility for teaching and assessing learners in practice and encourage critical reflection as in clinical supervision

5.4. Professional Conduct and Professional Development

Under the Freedom to Act is responsible for exercising professional accountability and ensuring that:-

- 5.4.1. At all times ensure own and others practice is in line with the NMC Code of Professional Practice and abides by the legal and statutory rules relating to practice
- 5.4.2. Patients interests and rights are respected and acts as an advocate on behalf of patients
- 5.4.3. The privacy and dignity of the patient is respected at all times
- 5.4.4. High standards are achieved and maintained
- 5.4.5. Through working in partnership with patients ensure they are the focus of effective care
- 5.4.6. The role of other persons delivering health care is recognised and respected
- 5.4.7. Public trust and confidence is not jeopardised

- 5.4.8. 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
- 5.4.9. Maintain an up-to-date Personal Development Plan
- 5.4.10. Promote and support innovative and evidence based practice and share knowledge and expertise with colleagues
- 5.4.11. Utilise educational opportunities to facilitate learning in the clinical situation
- 5.4.12. Demonstrate critical reflection skills and the learning gained from experience
- 5.4.13. Participate in, and promote clinical supervision
- 5.4.14. Participate in the Trust's Development & Review procedure and also act as a reviewer to junior staff and HCAs as required by your Line Manager
- 5.4.15. Contribute to service and practice development initiatives within the clinical setting
- 5.4.16. Be aware of, promote and work within **all** policies and procedures adopted by Northern Devon Healthcare Trust
- 5.4.17. Attend mandatory training relevant to post as specified by the Trust
- 5.4.18. Carry out other duties as may be required and which are consistent with the responsibilities of the post.

6. Communication and Working Relationships

- 6.1. Line Manager
- 6.2. Clinical Matron and Divisional Nurse
- 6.3. Own and Other Services / Units / Wards / Department Teams
- 6.4. Multidisciplinary Team
- 6.5. Other Trust / PCT departments e.g. Pharmacy, Pathology, Radiology, Patient Management Team (PMT), Community Teams and Sodexo
- 6.6. Patients
- 6.7. Carers / Families

Note: *To meet the needs of the service and minimise clinical risk the post holder may be required to work in other areas as appropriate and as directed by the Line Manager / Senior Nurse or Senior ODP*

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 The Trust's 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 postholder is required to travel to meet the needs of the job, we will make reasonable adjustments, if required, as defined by the Disability Discrimination Act.

STAFF HEALTH AND WELLBEING

You must take responsibility for your workplace health and wellbeing:

- Be physically active at work (i.e. take breaks away from your desk, taking the stairs where possible)
- 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.

If you are a line manager, in addition to the above, it is expected you will:

Champion health and wellbeing.

- Encourage and support staff engagement in delivery of the service.
- Encourage staff to comment on development and delivery of the service.
- Ensure during 1:1's / supervision with employees you always check how they are.

HEALTH AND SAFETY AT WORK

The employer will take all reasonably practical steps to ensure your health, safety and welfare while at work. You must familiarise yourself with the employer's Health & Safety policy, and its

safety and fire rules. It is your legal duty to take care for your own health and safety as well as that of your colleagues.

INFECTION CONTROL - ROLE OF ALL STAFF

It is the responsibility of all members of staff to provide a high standard of care to patients they are involved with. This includes good infection prevention practice.

All staff have a responsibility to comply with Infection Prevention and Control policies and procedures, this includes:

- Attending mandatory and role specific infection prevention education and training.
- Challenging poor infection prevention and control practices.
- Ensuring their own compliance with Trust Infection Prevention and Control policies and procedures for example, standard precautions, hand hygiene, prevention & management of inoculation incidents

CONFIDENTIALITY

You may not process or disclose any information of a confidential or personal nature relating to the employer or in respect of which the employer has a duty of confidence to any third party other than where you are obliged to disclose such information in the proper course of your employment or as required by law. Any failure to comply with this term of your employment will be treated as an act of misconduct under the employer's disciplinary procedure.

SAFEGUARDING

To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.

To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role, which will include recognising the types and signs of abuse and neglect and ensuring that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding adults and/or child protection.

Everyone within Northern Devon Healthcare Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm. Northern Devon Healthcare Trust ensures that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted within the Trust and adhered to by all members of staff.

JOB DESCRIPTION AGREEMENT

Job holder's Signature:

Date:

Manager's Signature:

Date:

PERSON PROFILE

Job Title:	<i>Registered Nurse</i>	
Grade:	<i>Band 5</i>	
<p>The post holder is required to be registered with the Nursing and Midwifery Council or Health Professional Council</p> <p>Note: This Personal Profile outlines the Trusts expectation of a Band 5 post holder. However, the post holder will not be expected to fulfil the tasks marked with * until they have moved through the foundation gateway and are progressing towards the full KSF competencies.</p>		
CRITERIA REQUIRED	Essential	Desirable
<p>Qualifications & Training</p> <p>NMC Registered Nurse Level 1/2</p> <p><i>Evidence of Continuous Professional Development (CPD)</i></p> <p>*Mentorship qualification or willingness to work towards within 18 months of commencement of post</p>	<p>√</p> <p>√</p> <p>√</p>	
<p>Specialist Knowledge and Experience</p> <p>Can demonstrate a specific interest in area of work</p> <p>*Will require a specific specialty qualification/equivalent experience related to the post or willingness to work towards within 18 months of commencement of post</p>	<p>√</p> <p>√</p>	
<p>Skills</p> <p>Good organisational / time management skills</p> <p>Ability to record and deal with accurate facts, figures and information</p> <p>Ability to interpret and adhere to Trust and departmental policies protocols, procedures and guidelines Clear written and verbal communication at all levels</p> <p>Ability to problem solve</p> <p>Actively participates as part of the multi disciplinary team</p> <p>Ability to prioritise work</p> <p>Flexible to change in demands of the service</p> <p>Willingness to maintain skills via the skills passport and where appropriate support other team members to maintain their own skills Willingness to learn new skills</p> <p>Computer literate – to a minimum of Core B standard</p> <p>* Ability to support unregistered staff/students</p> <p>* Ability to identify and manage risk</p>	<p>√</p>	

	√	
Physical Skills & Effort Constant standing / walking Assists patients with walking/sitting and other activities of daily living Ability to undertake manual handling and Movement tasks Prepared to work variable shift patterns Manual dexterity e.g. Venepuncture and cannulation skills, Handling of instrumentation and use of equipment	√ √ √ √ √	
Emotional Effort Ability to think clearly under pressure Provides appropriate emotional support to colleagues, patients and carers. * Provides leadership and support to junior members of the team * Ability to deal with the emotional aspects of the post e.g. Terminal illness, Trauma and chronic disease * Ability to explain condition and related interventions to patients / carers	√ √ √ √ √	
Mental Effort Concentration undertaking complex procedures Ability to accurately monitor and record the patients clinical status, recognising changes in condition and report those changes to the appropriate person Regular interruptions to daily tasks	√ √ √	

Requirements due to Working Environment		
Potential exposure to bodily fluids, noise and smells	√	
Ability to adapt in an ever changing work environment	√	



Northern Devon Healthcare
NHS Trust

JOB DESCRIPTION

Job Title: Nurse (Community)

Band: 5

Responsible To: Nurse Specialist (Community)

Accountable To: Community Nurse Team Manager Senior Nurse Community
(Professional Lead)

Section/Department/Directorate: Community Nursing - Health & Social Care Directorate

Job Purpose:

To assess, provide and review nursing care, advice and information to patients and carers within the home environment or alternative care setting.

Aim to wherever possible maintain patients in their own preferred place of care, enabling them to maximise their independence and optimise their quality of life.

To work under the direction of the Nurse Specialist (Community) and the Community Nurse Team Manager, using their skills and knowledge as a Registered Nurse.

Maybe expected to hold a designated caseload and deputise in the absence of the Nurse Specialist (Community).

Context:

- Lone working
- Remote working without direct supervision
- Supervising, teaching and involvement with the development of peers and other relevant team members, carers and clients

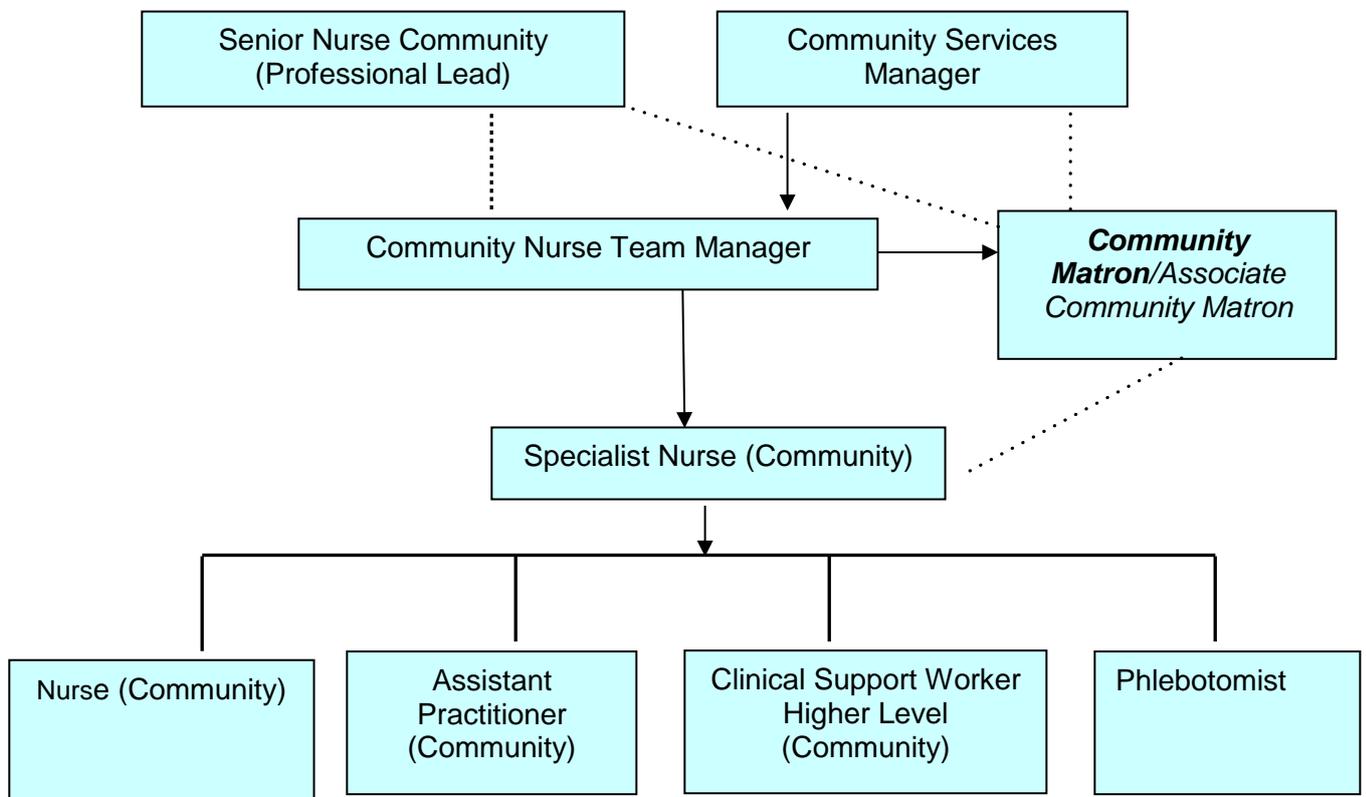
The Nurse (Community) will be based in the community setting.

The post holder will fulfil all tasks and work as part of a team. To meet the needs of the service, the post holder may be required to work in other areas as appropriate and under the direction of line manager or appropriate manager.

Key Working Relationships:

Patients, Relatives and Carers
Community Nursing Team
Senior Nurse Community
Community Services Managers
Community Matron
Adult Health and Social Care
Community Hospitals
General Practitioners and other members of the Primary Health Care Team
Palliative Care Teams
Continuing Healthcare
Rapid Intervention Centre/Rapid Response
Statutory and Voluntary Agencies
Secondary Care Providers including Discharge Teams
Specialist Nurses
Out of Hours Services
Adult Mental Health Teams
Public Health Teams
Other Agencies/Providers

Organisational Chart



Direct Line Management →

Key Working Relationship

Key Result Areas/Principal Duties and Responsibilities

Communication and Relationship Skills

Communicating and building therapeutic relationships with patients, relatives, carers and professional partners to ensure patient care is focal and managed effectively.

Communicates sensitive information concerning patient's medical condition, requiring tact, persuasion and reassurance skills, overcoming barriers to understanding through negotiation.

Act at all times in a manner which illustrates compassion, respect for privacy, dignity and confidentiality.

Understand the implications of the Mental Capacity Act and acts to assess capacity as appropriate.

Understand the safeguarding adult's issues and act within the guidance of the policy to keep adults within their care safe.

Able to keep accurate contemporaneous documentation and care plans using and supporting the organisation documentation.

This role requires excellent communication skills, verbal, written and use of IT.

Analytical and Judgement Skills

Analyse and act appropriately in complex situations and escalate.

Make judgements on a range of facts that require analysis and comparison of options and determine the actions.

Planning and Organisational Skills

The post holder will be expected to:

Prioritise own workload.

Assess, plan, implement and evaluate programmes of care for individual patients.

Co-ordination with other providers when appropriate regarding care provision.

Ability to manage the day to day organisation of the team and caseload in partnership with the Nurse Specialist (Community) and if appropriate manage this in their absence.

Physical Skills

A range of highly developed clinical skills including e.g. dexterity and accuracy for intravenous injections, syringe pumps, insertion of catheters and removal of sutures. This list is not exhaustive.

Responsibility for Patient and Client Care

This post holder will assess, plan, implement and evaluate nursing care programmes in the community setting.

Always work within the standards set out in the Nursing and Midwifery Council (NMC) Code: Professional Standards of Practice Behaviour for Nurses and Midwives.

Demonstrate clinical competence developed through continual professional development, reflective practice and maintenance of a skills portfolio.

Undertake training to develop a range of knowledge and skills in order to deliver high quality evidenced based nursing care.

Recognise and appropriately address risk factors to patients and carers within their healthcare setting and escalate the risk.

Promote health and wellbeing.

Prevention of adverse effects on health and wellbeing.

To report any untoward incidents, complaints and clinical emergencies to the appropriate professional within the appropriate timescale including safeguarding.

Ensure appropriate delegation and use of resources.

Contribute to quality care delivery through audits, reports and organisational performance data.

Responsibility for Policy and Service Development

To work to Trust Policies, Procedures and Standard Operating Procedures (SOP).

To maintain Trust Standards of Clinical Governance.

To maintain Professional Standards of Practice.

Responsibility for Financial and Physical Resources

Ensure the efficient use of resources i.e. appropriate wound dressing choice that is evidence-based and use of agreed formularies.

Assist with maintaining stocks and supplies.

Prescribing equipment from joint equipment store.

Responsibility for Human Resources

Ensure adherence to lone working policy.

Deputises and takes charge of caseload management if appropriate in the absence of the Nurse Specialist (community).

Training, supervising and supporting all staff, pre and post registration students, QCF /Care Certificate candidates, work experience students, support workers, formal and informal carers.

To support the Nurse Specialist (community) in the completion of appropriate staff appraisals and Personal Development Plans (PDP).

Individual responsibility for ensuring attendance at mandatory training.

Mentorship qualification and responsibility for maintenance of this to support pre-registration students of nursing.

Participate in supervision and appraisal with line manager to support professional development focussing on the individual skill set and competency.

Responsibility for Information Resources

Inputting, storing and providing information in relation to patient records.

Accurately completing and maintaining effective patient's records including addressing confidentiality issues.

Completing activity data using Trust agreed data collection sets.

Inputting and storing information on relevant IT systems.

Responsibility for Research and Development

Works with senior colleagues to develop further expertise in developing own and team evidence based nursing practice, including research and involvement in the audit process. Make recommendations for and support change within the service.

Decision Making

Work is managed rather than directly supervised.

Work within codes of practice and professional guidelines.

Works within organisational Policies, Procedures and Standard Operational Procedures (SOP).

May be responsible to take decisions alone and decide when necessary to refer to the Nurse Specialist (Community).

Can identify through risk assessment when to escalate to: Nurse Specialist (Community), Community Nurse Team Manager, Community Services Manager, Senior Nurse Community and if required the use of the on-call escalation process and other healthcare professionals.

Physical Effort

Daily work involves frequent driving, sitting/standing, walking and moving equipment, manual handling in restricted positions.

Working hours negotiated according to service need.

Use of IT equipment.

Mental Effort

Understanding of a range of procedures which are evidenced based:

Community procedures

Clinical observations

Basic life support

Assessing, planning, implementing and evaluating patient care

Infection control

Accurately completing and maintaining effective patient's records including addressing confidentiality issues.

Work pattern is unpredictable and subject to interruption i.e. calls being prioritised, other work colleagues, family/patient/carers' needs.

Ability to use and concentrate for long periods using IT.

Emotional Effort

Caring for patients at end of life, chronic conditions and their families, carers and friends. This includes having to break bad news or give distressing news to patients/relatives/carers and dealing with emotional circumstances.

Instigates emergency procedures when necessary i.e. finding a collapsed patient and commencing basic life support.

Working with patients who have mental health, learning disabilities and challenging behaviour.

Ability to cope and deal with areas of conflict.

Working Conditions

Frequent daily contact with:

- Body fluids e.g. faeces, vomit

- Smells

- Infections

- Dust

- Occasional exposure to unpleasant working environment

- Driving hazards

- Transportation of samples in own vehicle

- Visual Display Units (VDU)

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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 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.

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 the Trust's 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 Disability Discrimination Act 2010.

SAFEGUARDING:

To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.

To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role which will include recognising the types and signs of abuse and neglect and ensuring that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding adults and/or child protection.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

HEALTH AND SAFETY AT WORK:

The employer will take all reasonably practical steps to ensure your health, safety and welfare while at work. You must familiarise yourself with the employer's Health & Safety policy, and its safety and fire rules. It is your legal duty to take care for your own health and safety as well as that of your colleagues.

INFECTION CONTROL - ROLE OF ALL STAFF:

It is the responsibility of all members of staff to provide a high standard of care to patients they are involved with. This includes good infection prevention practice.

All staff have a responsibility to comply with Infection Prevention and Control policies and procedures, this includes:

- Attending mandatory and role specific infection prevention education and training.
- Challenging poor infection prevention and control practices.
- Ensuring their own compliance with Trust Infection Prevention and Control policies and procedures for example, standard precautions, hand hygiene, prevention & management of inoculation incidents

CONFIDENTIALITY:

You may not disclose any information of a confidential nature relating to the employer or in respect of which the employer has an obligation of confidence to any third party other than where you are obliged to disclose such information in the proper course of your employment or as required by law. Any failure to comply with this term of your employment will be treated as an act of misconduct under the employer's disciplinary procedure.

JOB DESCRIPTION AGREEMENT

Job holder's Signature:

Date:

Manager's Signature:

Date:

PERSON SPECIFICATION

POST Nurse (Community)

REQUIREMENTS	E/ D	HOW TESTED? Application Form =A Interview = I	INTERVIEW COMMENTS	SCORE (1 Low – 10 High)
<u>QUALIFICATIONS/SPECIAL TRAINING:</u> Registered Nurse qualification. Evidence of diploma or degree level study or equivalent experience. Nurate and Literate Evidence of professional development Teaching/assessing qualification or equivalent experience or commitment to work towards Mentorship qualification / skills and/or experience, or committed to undertaking appropriate mentorship course. Community Nurse Practitioner Prescriber (utilising limited National Formulary)	 E E E E D E D	 A A A A/I A/I A/I A		

<u>KNOWLEDGE/SKILLS:</u>				
Broad general nursing skills and clinical knowledge base	E	A/I		

Skills in initial assessment	E	A/I		
Understanding of current issues relating to primary care, community nursing, social care and integration	D	A/I		
Specific clinical skills relevant to community nursing services	D	A/I		
<u>EXPERIENCE:</u>				
Working in the community	D	A/I		
Tissue viability, complex wound care	E	A/I		
Chronic Disease Management / Long Term Conditions	E	A/I		
Management of End of Life Care	E	A/I		
Key board skills, IT skills	E	A		

<u>PERSONAL REQUIREMENTS:</u>				
Able to effectively work as a team member	E	I		
Supervise the work, motivate and support development of junior staff and students	E	A/I		
Ability to prioritise work and manage own workload	E	A/I		
Ability to work in isolation	E	A/I		
Excellent communication, interpersonal skills both written and oral	E	A/I		
Motivation and enthusiasm for community nursing services	E	A/I		

<u>OTHER REQUIREMENTS:</u>				
The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by The Trust	E	A/I		
To be willing to work throughout the Trust	E	A/I		
Flexible working re working in a range of clinical settings and environments and shift patterns	E	A/I		
Ability to travel within the community	E	A/I		
Awareness of clinical audit, governance agenda	E	A/I		

HAZARDS :

Laboratory Specimens Proteinacious Dusts		Clinical contact with patients	X	Performing Exposure Prone Invasive Procedures	
Blood/Body Fluids	X	Dusty Environment		VDU Use	X
Radiation		Challenging Behaviour	X	Manual Handling	X
Solvents		Driving	X	Noise	
Respiratory Sensitisers		Food Handling		Working in Isolation	X