JOB DESCRIPTION

Job Title: Registered Nurse (Bank) - Community

Reports to: Head of Community Services

Accountable to: Director of Nursing

Overview of Role:

- To ensure a high standard of individual care for patients with life limiting disease to include the care of their families in patient’s own home, residential home or nursing home.
- To assist in providing a high level of pain and symptom control
- To communicate with patients, families and carers in a sensitive and empathetic way and maintaining effective communication with multi-disciplinary team members
- To maintain effective communication amongst the multi-disciplinary team members in the community, in the Hospice and in St Marys Hospital.
- To ensure adequate support for family and carers to enable the patient to die in the place of their choosing whenever possible.
- To ensure that relationships and own behaviour is managed in line with the Trust’s competences

Key Tasks

- To assess, plan, implement and evaluate care in the home, residential home or nursing home for patient’s in the terminal stage of their illness who wish to remain at home, or are awaiting Hospice admission over the 24 hour period.
- To assist in providing symptom control for patients needs using prescribed medication from a range of doses, liaising with appropriate members of the multi-disciplinary team when further symptomatic control is required
- To facilitate sensitive communication with patients and relatives and carers in distressing and difficult circumstances using the most efficient means of appropriate communication to the situation and individuals involved.
- To provide out of hours specialist advice by telephone to patients, carers and allied professionals as required, alerting them to any significant situations.
- To maintain appropriate written records in all areas of clinical practice. All actions need to be in line with NMC codes and other statutory and organisational standards.
- To liaise with medical staff and general practitioners to implement treatment and care, ensuring that medical Instructions are carried out, monitoring and reporting effect.
Communication aspects of the role

- Prepare reports for and receive from other nursing staff
- Communicating with a wide range of people - patients, family members, other carers, Hospice and community colleagues and volunteers. Communication takes place in distressing and difficult circumstances and often with barriers to understanding.
- Provides 'out of hours' advice by telephone to patients, carers and professionals as required, assessing the need for a home visit.
- Liaise with other Hospice teams, specialities and departments e.g. Acute Trust wards, Physiotherapy, Pharmacy, Social Workers, District Nurses etc
- To observe complete confidentiality of all information including awareness and adherence to the legal requirements of the Data Protection Act.
- Communicating Information – identify and use the most effective means of communication appropriate to the situation and individuals involved.
- Report all accident, incidents and complaints to patients, staff and visitors in accordance with PCT policy.

Analysis and judgement will be necessary in the following situations:

- Initial assessment of the patient's clinical condition when the Band 6 nurse is not on duty.
- Ensure that any delegated responsibility you accept, you are appropriately trained to carry out
- Ensure that others have the appropriate skills to carry out any task you may delegate to them
- Maintain a safe environment for patients and colleagues
- Use of informed decision making, in liaison with the MDT if required to determine appropriate prescribed medication to alleviate pain and other symptoms.
- Be able to identify when further medical input is needed to alleviate pain and other symptoms.
- Formulation of individualised care plans.
- Skills for assessing and interpreting the changing needs of patients and judging the appropriate actions to be taken.
- Undertake joint assessments of the patient’s palliative care needs with GP, DN or out of hour’s doctor.
- Be aware of the health and safety aspects of the service with particular reference to the implications of working in the community and lone worker issues.
- Participate and practice safe infection control methods.
- Be aware and practice safe Manual Handling.
- Report all accidents, incidents and complaints from patients, staff and visitors in accordance with the EMH policy.
Tasks that require planning and organising

- Plan, organise, prioritise and control work, ensuring effective use of time and resources working closely with the band 6 H@H nurses, district nursing teams, palliative care clinical nurse specialists, Mountbatten Nurses and the Hospital Palliative Care Team.

- Works closely with outside agencies and the Hospice MDT to ensure appropriate social care is in place to support the patient and family, adjusting and adapting as new situations arise.

- Responsible for ensuring care plans are developed and updated with ongoing changes in treatment recorded.

- Participate in the admission, discharge and transfer of patients to and from the Ward

Responsibility for Patient and Client Care

- Ensure all patients receive individualised care and that this is appropriately, adequately and safely documented.

- Plans and implements patient care plans following initial assessment by band 6 nurse, evaluating on a daily or even hourly basis.

- Participate in the nursing and planning individualised care of patients

- Be aware and develop competences of all procedures carried out in this area following a period of induction

- Assist colleagues in procedures as required

- Ensure all Care Plans are developed, reviewed and updated with ongoing changes and that treatments are recorded.

- Is responsible for the accurate monitoring of controlled drugs used by the professional in the home, recording as per local policy. Any discrepancy to be reported to the relevant source.

Responsibility for the development of policies and or services

- Participate in agreeing standards of care in line with agreed procedures

- Be aware of competencies in the use of all equipment used in your area.

- Set and maintain high personal and professional standards
Responsibility for finance and use of resources

- To promote a cost effective and resourceful service.

Responsibility for managing staff and/or undertaking training

- To attend mandatory training as requested.

Self Management:

- To adhere and be professionally accountable to the NMC Code of Professional Conduct and be conversant with the Scope of Professional Practice and other NMC advisory papers.
- To take responsibility of own professional and clinical growth by reading current, relevant literature and by taking up opportunities for personal and professional development, in order to meet the requirements to maintain registration to practice.

This role will require use of a range of information systems

- To maintain all patient centred documentation within agreed NMC, Isle of Wight NHS Trust and Earl Mountbatten Hospice.
- Records personally generated information relating to patient care and work activity on a daily basis, e.g. progress reports, PAS, updating care plans, accident/incident reports

Level of freedom and autonomy within role

- This role is expected to follow standard procedures and policies.

General

All Earl Mountbatten Hospice employees are:

- Required to abide by the Health & Safety at Work Act
- Required to attend mandatory and refresher training annually
- Required to respect confidentiality applying to all Hospice areas
- Required to work within Hospice policies and procedures
- Required to participate in and contribute to team meetings
- Required to cooperate and liaise with departmental colleagues
- Expected to promote at all times the Hospice philosophy and uphold the Earl Mountbatten Hospice core values
- Expected to demonstrate at all times a commitment towards equality and diversity
- Expected to demonstrate a commitment to their own development, to take advantage of education and training opportunities and develop their own competence
- Expected to support and encourage harmonious internal and external working relationships
- Expected to make a positive contribution to fundraising and raising the profile of the Hospice

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