

JOB DESCRIPTION

Post Title: Registered Nurse (Learning Disability)	Director/Service/Sector: Adult's Services	Office Use
Band: 7	Workplace: Sea Lodge/Chibburn Court	JE ref: 3974
Responsible to: Home Manager	Date: June 2021	

Job Purpose:

To participate as a member of the qualified team in the delivery of clinical and managerial aspects of treatment and care to meet clients' needs and support the staff group in care provision on an as and when required basis, across the scheme.

Resources	Staff	Supervises work of others; clinical supervision of staff, students. Carries out appraisals and supervision.
	Finance	- Handles patient valuables - Bank signatories up to £250 - Responsible for financial management when they lead a shift - Daily audit responsibilities.
	Physical	- Maintains and reviews confidential client care records - Able to meet physical requirements of post in relation to management of challenging behaviour
	Clients	- Residential staff, health professionals, clients with various needs and behavioural needs. - Working within a 24-hour system of care - Assist to develop protocol and procedure and supervise the provision of service that directly impacts upon the health and well-being of service users

Duties and key result areas:

Dimensions

- To take charge of the shift during the span of duty and report to the Home Manager.
- To be accountable for their own actions and those of others whilst on shift.
- To use own judgement and initiative during the course of duty.
- To direct and supervise support work staff during the course of the duty in meeting the day to day needs of the client group.
- To be aware of and work within local and organisational operational procedures and policies.
- To work within the professional guidance of the NMC.

Communications and Relationships

- Demonstrate the ability to write accurate accounts which are concise and understandable, presented within agreed timescales.
- Demonstrate the ability or commitment to learn IT systems.
- Keep other professionals, carers, relatives and service users informed about issues relevant to them.
- Develop professional working relationships through the use of good interpersonal skills in a multidisciplinary setting.
- Must be able to demonstrate the English language proficiency level required for this post.
- Contribute to the maintenance of effective management and communication systems within the service in conjunction with senior colleagues
- Demonstrate the ability to effectively communicate with service users who have barriers to communication
- Handle complex, sensitive information and difficult conversation effectively

Management

- To work within a supervisory role on a daily shift. Report issues that arise using local procedures and guidelines.
- Supervises work of others, clinical supervision of staff, students.
- Carries out appraisals and supervision.
- Assist to identify staff development needs, arrange training and act as mentor
- To undertake on call responsibility over night to support with clinical and managerial decision making

Health and Safety

- Contribute to creating and maintaining a safe environment of care through the use of quality assurance and risk assessment.
- Conduct risk assessments and ensure that staff understand and follow health and safety working practices

Individual

- Demonstrate the ability to fulfil the role and daily duties of the registered nurse.
- Honour the commitments you make to colleagues and team members.
- Undertake development activities which are consistent with your plans for developing your skills.
- Demonstrate a flexible approach to the needs of the service.

Clinical

- Demonstrate the ability to put clinical theory into practice using initiative and decision-making skills in emergencies and day to day situations.
- Contribute to the strategic planning of service delivery.
- Identify potential or actual risk and develop appropriate preventative strategies on a daily basis.
- Demonstrate knowledge of relevant legislation, health and social policy and apply nursing practice as appropriate.
- Manage self, ones practice and that of others in accordance with the NMC code of Professional Conduct recognizing ones own abilities and limitations.
- Demonstrate an understanding of complex health and behavioural issues and integrate these into care plans and risk assessments

Quality

- Demonstrate ability to monitor quality standards within the workplace
- Demonstrate evidence-based practice based on current research and information
- Demonstrate the ability to work within the confines of organisational policies, procedures and protocols.
- Demonstrate the ability to be involved in change and innovation in the workplace.
- Plan, schedule and allocate work to achieve set quality and performance standards, ensuring support staff understand their role

Systems and Equipment

- Contribute and maintain a safe environment of care through the use of quality assurance and risk assessment.

Analytical

- Demonstrate the ability to use time management, delegation and problem-solving skills in a supervisory capacity.

- Demonstrate the ability to manage the site on an as required basis in the absence of manager. To undertake on call responsibility for clinical and managerial decision making

Physical

- Put the interests of service users first
- Maintain the confidentiality of service users, colleagues and the organisation at all times
- Contribute positively to all quality initiatives, contributing ideas to improve the quality of services
- Report immediately, untoward incidents or any aspect of service delivery which they think are below standard in any way
- Ensure information that is given is clear and understandable and provide feedback to managers to participate fully in the Council's communication systems
- Keep themselves up to date regarding changes (initiatives within the Council and within your own service/profession)
- Present a caring/professional manner in terms of dress, appearance and attitude and act with honesty and integrity

Patient/Client Care

- Assesses, plans, implements and evaluates clinical care of patients/clients; gives specialist advice to clients/carers

Policy and Service Development

- Follows policies, makes comments on proposals for change

Financial and Physical Resources

- Handles patient valuables
- Bank signatories up to £250
- Responsible for financial management when they lead a shift
- Daily audit responsibilities.
- Process payments, handle cash, ordering of goods and services and receive and process invoices in line with financial procedures

Information Resources

- Maintain appropriate work records and to the required service standards observing data protection and confidentiality

Research and Development

- Undertake surveys or audits, as necessary to own work
- Undertake data analysis of behavioural data to develop short, medium and long term safe service delivery

Freedom to Act

- Clearly defined occupational policies, work is managed, rather than supervised

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.

Work Arrangements

Transport requirements:	Travel to work sites, area offices, meetings or other venues throughout the County and region and further afield on occasion.
Working patterns:	May include weekends and evenings.
Working conditions:	Working within a residential home setting with clients of various needs and behavioural needs. Working within a 24-hour system of care.

Northumberland County Council
PERSON SPECIFICATION

Post Title:		Director/Service/Sector:		Ref: 3974	
Essential		Desirable			Assess by
Qualifications and Knowledge					
- Registered Qualification appropriate to speciality with previous post registration experience. - Commitment to further training/development. - Registered Mentor. - Mentorship Qualification or relevant equivalent qualification (essential requirement for post, expectation this will be completed within an 18-month period) - Good working knowledge of relevant legislation including NMC professional standards. - Knowledge of accredited quality systems. - Knowledge of evidence-based practice. - Good working knowledge of Risk assessment and Health & Safety legislation.		- Any qualifications that are relevant to the practice e.g. First Aid, ENB 998 C&G 730 D32/33 - Training & Development skills			
Experience					
Proven record in the delivery of care & treatment using an appropriate nursing model.		Any experience at this level. Completed preceptorship.			
Skills and competencies					
- To function within the role of the registered nurse. - Ability to work as part of the multidisciplinary team. - A resourceful & enthusiastic person who is flexible & responsive to service need. - Good interpersonal & communication skills (verbal/written). - Problem solving skills. - Time management skills and organisation skills. - Understands the need for organisational policies and procedures. - Leadership skills - Must be able to demonstrate the English language proficiency level required for this post		- Training & Development skills - Knowledge/experience of IT systems.			
Physical, mental, emotional and environmental demands					
Physical There is an expectation that candidates are physically capable of carrying out tasks around the handling of the client group.					

• An expectation to deal with moving and handling of clients and more overt challenging behaviours which may involve physical interventions. Mental • Expected to work to intensive programmes of care, particularly around clients' overt and self-injurious challenging behaviour. • Analyse complex behavioural data to assist in short medium and long term care and support planning • Emotional • Working in stressful environments, lengthy periods which can be distressing and/or emotionally demanding when dealing with challenging behaviours. Working Conditions • Working within the organisational code of conduct. • An expectation to work in services across the scheme • To have a flexible approach to meet the needs of the duty rotas.		
Motivation		
• Ability to work within a 24-hour system of care. • Integrity. • Ability to work within agreed deadlines.		
Other		
	• Car Driver	

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits