job description

Staff Nurse- Newton House

**JOB SUMMARY:**

The desirable post holder will be an experienced nurse, who acting within their professional boundaries will provide care for the patients from initial history taking, clinical assessment, diagnosis, treatment and evaluation of care.

The post holder will work collaboratively with the multi-disciplinary team to meet the needs of the patients, supporting the delivery of policy and procedures.

**NURSE RESPONSIBILITIES:**

* Provide a high-quality mental health nursing service for patients with SMI to advise on physical healthcare including diet, weight gain, exercise, lifestyle, sexual health and side-effect monitoring.
* Undertake the clinical audit programme, as agreed, by determining the patient group, obtaining all necessary clinical and health economic data, reporting back on activity versus objectives and quality of outcomes in accordance with laid down procedures. Any changes in medication which may result from the audit programme must be as a result of a decision by the relevant psychiatrist. Ensure an audit tool is completed and updated on a weekly basis.
* Set up and run patient clinics, as agreed with lead clinician, in order to assess, provide support and give advice and clinical assistance to patients, where necessary, according to local guidelines.
* To complete records, audits, reports and respond to appropriate questions and requests.
* To attend meetings as requested.
* To keep Hospital Manager informed about pressures and difficulties or problem areas when aware.
* Set up and run/facilitate weight management groups and physical activity groups.
* To facilitate and participate in multi-disciplinary education and clinical supervision/
* The post holder will work within the team of nurses and health care assistants to deliver excellent physician health care services within the Hospital.
* Where the post holder is an independent prescriber; to prescribe safe, effective and appropriate medication as defined by current legislative framework.
* To prioritise health problems and intervene appropriately, including initiation of effective emergency care.
* Train other nursing staff in the counselling and optimisation of care for patients with SMI including physical health checks and advice.
* Submit accurately all required reports to the lead clinician and case manager in the agreed format and to agreed deadlines.
* The nurse will be expected to organise their own time in order to balance outpatient clinics with audit tool requirements and answering patient queries.
* Regularly agree and review project objectives with the Responsible Clinician
* To participate as a key member of the multi-disciplinary team through the development of collaborative and innovative practice.
* To work according to Clinical Governance and support the Clinical Governance Agenda.
* To encourage and support patients with long term conditions to develop their ability to self-manage.
* Manage time and workload effectively in order to achieve identified and agreed objectives.
* Keep abreast of all developments in clinical issues relating to the disease area, NHS changing structures and decision-making processes, and developments in disease treatment
* Be thoroughly familiar with the Nursing and Midwifery Council code of professional conduct and ensure that all clinical support activities and advice and information given comply with this code.
* Attend appropriate training courses as required in order to be up to date in any knowledge/skill area or to address a particular development need.
* Align all key local Managers to support the programme and its implementation.
* Communicate the programme and its outcomes to key healthcare professional colleagues, up-skilling of clinical teams and providing advice, guidance and educational/clinical support.
* Train, facilitate and empower local nursing staff in the successful implementation and optimisation of this approach.
* Provide reports to internal and external colleagues when required.

**ADDITIONAL INFORMATION**

The following supplementary information will form part of your job description.

**Codes of Professional Conduct:**

Staff are required to abide by the all relevant Company policies and procedures and any relevant national / professional Codes of Conduct or Practice.

**Confidentiality:**

Information relating to patients, employees and business of the Company must be treated in the strictest confidence. Under no circumstances should such information be discussed with any unauthorised person(s) or organisations. All staff must operate within the requirements of the Whistleblowing Policy.

**Health & Safety:**

Employees are required to ensure they are aware of, and comply with, policies and procedures relating to Health & Safety (whether statutory or Company), and assist in ensuring the compliance of other staff.

**Equality & Diversity:**

The Company is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, disability, gender, race, religion or belief, sexual orientation, marital status, gender reassignment or pregnancy/maternity. We fully support the right of all staff to equal opportunities and are committed to the development of a diverse workforce.

**Policies:**

It is the responsibility of staff to be familiar with Company policies that affect them, and work within the scope set out in them. Managers are responsible for ensuring staff know of, and work within the Company’s policies, procedures and protocols.

***NOTE: Notwithstanding the detail within the job description, the post holder will undertake such duties as may be determined by the Company from time to time, up to or at a level consistent with the principal responsibilities of the post.***

Person specification

STAFF NURSE

**PERSON SPECIFICATON**

In order to be shortlisted you must demonstrate that you meet all the essential criteria and as many desirable criteria as possible. Where we have a large number of applications that meet all the essential criteria, we will then use the desirable criteria to produce the shortlist.

**SELECTION CRITERIA**

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| **Attributes** | **Essential** | **Desirable** |
| **Qualifications:** | * Registered RMN / RLDN * Relevant nursing / Health degree * Clinical supervision training and experience * In-Patient Mental Health working * Training and Presentation skills |  |
| **Knowledge:** | * Management of patients with complex needs * Accountability of own role and other roles in a nurse-led service * Local and National health policy * Clinical governance issues * Understanding of the Leading Change, Adding Value Framework for Nursing * Familiar with the Nursing and Midwifery Council code of professional conduct * Submit accurately required reports in agreed timescales | * Experience of working within a locked Rehab environment * Knowledge of public health issues * Set up and facilitate weight management groups and physical activity groups |
| **Skills:**  Skills: | * Able to communicate highly complex and sensitive information * Demonstrate a high level of self-awareness in relation to strengths, weaknesses and personal qualities * Excellent communication skills, both written and verbal * Evidence of innovation * Negotiation and conflict management skills * Mentorship & clinical supervision * Provide education and training to other staff and students * Competent non-medical prescriber * Undertake routine screening * Vaccinations and immunisations | * Experience with minor surgery * Research qualification |
| **Experience:** | * Significant post registration experience * Dealing with patients with SMI * In-patient Mental Health working * Nurse-led management of minor illness, minor ailments and injuries * Nurse-led triage * Experience of undertaking clinical audits * Non-medical prescribing | * Clinical leadership * Project management * Audit experience |
| **Personal and other** | * Demonstrate motivation and commitment to the team working and the development of self and other team members * Flexibility and adaptability within the role * Demonstrate an ability to value others * Punctual and reliable * Team Player * Ability to work in an environment of change to meet the needs of the hospital * Work under pressure and to agreed timescales |  |