

Deputy Sister Recovery: Nurse Job

Description

Job Title:	Deputy Sister/Charge Nurse
Grade	Band 6
Hours of Duty	Up to 37.5hrs per week (minimum 23hrs per week)
Department	Recovery and NOC Enhanced Care Area (NECA)
Responsible	to Senior Sister/Charge Nurse
Accountable	to Matron

This profile outlines the speciality specific role of a Deputy Sister / Charge Nurse and is complementary to the Generic Band 6 Deputy Sister/Charge Nurse job description and person specification for this post.

Job Summary

To provide clinical leadership ensuring a high standard of individualised.

To work as a member of a multi-disciplinary team, communicating effectively with all levels of medical and nursing staff.

1. Speciality specific role description:

OVERALL OBJECTIVES:

- Demonstrate specialist knowledge and skills commensurate with a clinical expert able to assist in directing and implementing evidence-based health care provision of the critically ill, as part of the multi-professional team.
- Demonstrate leadership and management skills in the care of critically ill patients in a wider context, including managing the bay, managing the unit, supporting other departments and staff caring for ill patients.
- Utilise skills to supervise and mentor a range of staff, including those undertaking the Adult High Dependency Practice Course.
- Take responsibility for the development and advancement of specific areas of nursing practice within Recovery and NECA.

- In collaboration with the Band 7, promote and facilitate the development of Recovery and NECA nurses, within the ethos of the Oxford NECA Nursing Philosophy.

2. Core Responsibilities for role:

Clinical Practice and Research

- Be professionally accountable for assessment of critically ill patients' needs, and the development, implementation, and evaluation of planned care.
- Demonstrate a collaborative approach to planning care, through effective communication and decision making between the multi-professional team, patients, and significant others.
- Ensure that patients' interests are fully considered within the contexts of care and actively participate in ethical decision making.
- Demonstrate expert knowledge and skills in the management of the complex and changing health care needs of the critically ill patient, integrating theory and practice. This will include haemodynamic monitoring and support (ECG; rhythm recognition; central venous catheters); non-invasive modes of ventilation; titration of continuous intravenous drug infusions.
- Demonstrate ongoing knowledge and skill development in interpreting complex clinical information and data, responding to changes promptly and appropriately and developing specialised plans of care/ follow relevant protocols in collaboration with other senior nurses/ medical staff.
- Maintain personal contact with patients, relatives, and carers, being sensitive to their needs for courtesy, dignity and privacy and ensuring a friendly environment at all times.
- Participate in setting and reviewing standards for practice and evaluating outcomes as part of the clinical governance agenda.
- the implementation and evaluation of quality initiatives at unit level.
- Assist in the development, introduction, and application of research-based findings to nursing practice.
- Consistently maintain accurate and comprehensive documentation and demonstrate competency in the use of information technology resources.
- Work within Oxford Critical Care and OUH Trust organisation codes of practice, and professional guidelines always.
- Exercise accountability by practicing within their limitations and level of competence.

- Identifies developmental needs and be proactive in addressing these requirements with the support of a mentor.
- Understand and comply with the storing, checking, and administering of drugs in accordance with Unit/s's drug programme, Trust policy and NMC standards and assist others with this procedure.
- Prioritise own work and that of others to ensure the patient, bay and unit is managed effectively.
- Maintain and monitor a safe and clean environment within the clinical area in accordance with the Trust Health and Safety, Clinical Risk, and Infection Control Policies.

Education

- Assist with and, where appropriate, lead the development of educational programmes on the unit.
- Actively participate in annual appraisal/personal development plans (reviewed regularly with mentor), completing objectives within an agreed time frame.
- Support staff through the provision of sound mentorship tailored to individual learning needs.
- Demonstrate the skills and attitude commensurate with acting as an expert resource and support for less experienced colleagues; supervising and guiding their practice; and assessing their knowledge, skills, and abilities through a competency framework.
- Contribute to a positive learning environment by seeking out learning/development opportunities for the personal and professional development of all staff.
- Complete mandatory and statutory training as required by the trust and is committed to an ethos of lifelong learning.

Managerial / Leadership and Audit

- Demonstrate understanding and the ability to perform the role of Unit Coordinator and the responsibilities and demands of this role. To be able to discuss and demonstrate proactive measures to assist in the smooth running of the unit.
- Coordinate the unit, with support from the senior team.
- Take responsibility and demonstrate supervisory skills for the coordination of individual bays.

- Assist in the strategic planning of the Recovery and NECA service by participating in Unit initiatives, completing necessary audits and questionnaires, and providing appropriate feedback.
- Demonstrate an understanding of clinical governance and risk management.
- Actively participate in staff development, utilising the individual performance review framework. Support junior staff to develop mentoring and appraisal skills.
- Proactively seek, share, and encourage new ideas and developments in clinical practice.
- Participate proactively and positively in any changes occurring within the Unit and Trust whilst facilitating others to do so.
- Actively contribute to achieving the goals of the Unit and the Trust's Nursing Strategy.
- Complete the Band 6 Development competency package.
- Provide leadership and supervision for junior team members and in the clinical area.

Professional

- Take responsibility for continued personal and professional development by setting achievable objectives and seeking performance appraisal.
- Promote the nursing role within the multi-professional team.
- Act in accordance with the NMC Code of Professional Conduct for Nurses, Midwives and Health Visitors and to be always accountable for own clinical practice and professional actions.
- Ensure continued and current registration with the NMC.
- Practice in a confident and competent professional manner. Act as a credible clinical role model.
- Take responsibility for the health, safety and welfare of self and others; to always comply with the requirements of the Health and Safety Policy.
- Always ensure confidentiality, only releasing confidential information obtained during employment to those acting in an official capacity.
- Promote equal opportunities for staff and patients to ensure that no person receives less favourable treatment than another on grounds of sex, race, marital status, religion, colour, creed, nationality, ethnic or national origin or sexual orientation.

SPECIFIC DEVELOPMENT RESPONSIBILITIES FOR THE BAND 6 ROLE

We would expect all band 6 critical care nurses to have completed all relevant competencies and demonstrate a minimum ability as part of an individualised development plan.

Unit Co-ordination

- Complete the management and leadership package in preparation for undertaking this role.
- Take responsibility for the daily management of the unit, ensuring optimum allocation of staff to meet patient's needs, promote staff development, facilitate continuity of care, and optimise patient care.
- Co-ordinate the admission/discharge of patients, optimising available resources to ensure optimal patient care.
- Liaise with the Operational Band 7 and site bed managers about bed availability and potential admissions and discharges.
- Liaise with other wards and departments to ensure the safe and timely movement of patients, e.g. to CT, X-ray, wards, and other hospitals.
- On a shift basis liaise with Operational Band 7 ensure there are adequate staffing levels and skill mix to meet the patient care needs for the next 36 hours. Liaise with senior nurse team any need for agency cover.
- Take appropriate action to address unexpected changes and situations, informing senior nurses as appropriate.

Development into the Role of Project Lead or Group Lead.

- Take a lead role and be responsible for initiating, implementing, and evaluating new ideas and changes within clinical practice, in collaboration with Team Band 7.
- Demonstrate knowledge and skills of project management, including project planning and evaluation and responding to feedback.
- Demonstrate knowledge and skills of change management with regard to sustaining new ideas in practice.
- Demonstrate effective verbal and written communication regarding the project, including all those involved.
- Represent the Unit at relevant forums associated with the project.
- Demonstrate clinical expertise in the specific area and how this expertise has been shared.
- Act as a resource for other areas, sharing ideas and practices.

Development of Leadership Skills

- Support the team Band 7
- In collaboration with the Team Band 7 or project/group sponsor, actively plan and organise activities to promote individual and team development, e.g. advanced study days, team building initiatives, link nurse days, specialist group days.
- Demonstrate ability to utilise different leadership and managerial styles in practice.
- Demonstrate an understanding of teams, their dynamics and how to motivate team members to participate and complete tasks.

Development of Teaching Skills.

- Demonstrate an understanding of teaching and learning styles and how to promote them in practice.
- Take the initiative in teaching staff on the unit, in both the formal and informal setting.
- Actively encourage staff to take part in educational opportunities.
- Utilise educational opportunities to teach areas of expertise in the wider forum, for example, at Oxford Brookes University, Conferences, advanced study days, as part of development programmes, poster presentations, etc..
- Actively participate in the development of an educational package or resource for the benefit of staff or patients.

3. Primary location:

Theatres- Recovery and NECA

4. Experience

When working with the Recovery & NECA Team you will gain the following experience:

- Secondment opportunities
- Development of leadership abilities
- Development to apply for a Band 7 position.
- Opportunity to represent the organisation and department, locally and nationally.
- Support to undertake further academic courses.

5. Additional Skills and Knowledge

The successful applicant will be expected to have.

- Demonstrable leadership qualities and potential to develop further.
- A recognised Specialist Intensive Care academic qualification to Level 6/7 and evidence of application to practice or willingness to undertake.
- An ability to mentor a range of staff and students within the critical care environment.
- Evidence of proactive personal and professional development
- An ability to communicate to a wide range of audiences both locally and nationally.
- A demonstrable literacy in evidence-based practice and an ability to perform the audit cycle.
- An ability to lead a group of individuals to a productive outcome.

6. Education and Training Opportunities

The department strives to provide education and training to its team members. You can expect to receive:

- Regular performance appraisals and a personalised development plan
- Support for further academic study related to speciality and/or service delivery
- Simulated Practice
- Dedicated Team Development training days
- Optional secondment and rotation to other critical care areas
- Variety of secondment opportunities.
- Leadership and management development