

Job Description

REGISTERED NURSE (ADULT)

A large, abstract graphic on the right side of the page. It is composed of several overlapping, semi-transparent geometric shapes, primarily triangles and polygons, in shades of red, blue, and purple. The shapes are arranged in a way that creates a sense of depth and movement, with some shapes appearing to be in front of others.

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At Gloucestershire Hospitals NHS Foundation Trust, we take great pride in delivering high quality acute services and we understand just how precious life is.

People entrust their lives to our care every day and they have the right to expect the very best experience and outcomes. That's why our ambition and the pursuit of excellence is the foundation of everything we do.

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Dear candidate,

I am delighted you are interested in a position here at Gloucestershire Hospitals NHS Foundation Trust.

We provide acute hospital services from two large district general hospitals, Cheltenham General Hospital and Gloucestershire Royal Hospital. Maternity Services are also provided at Stroud Maternity Hospital. We remain the major provider of secondary care services in the area and analysis shows that for Gloucestershire we are the leading acute healthcare provider by a significant margin.

At the very centre of our organisation is our dedicated nursing, midwifery and care staff, being part of the team here at Gloucestershire Hospitals NHS Foundation Trust is a huge privilege and if successful you will be joining over 2,000 nursing, midwifery and care colleagues each committed to delivering great experience and outcomes for our patients.

Here at Gloucestershire Hospitals NHS Foundation Trust, our patients are at the heart of everything we do, and pivotal to this are our nurses, midwives and care staff, whose dedication, expertise and kindness ensures that patients receive the very best care throughout their treatment. I wish you every success with your application to join our team.

Best wishes

Steve Hams,



Director of Quality and Chief Nurse

Job Description

Job Title:	Registered Nurse (Adult)
Division	Various
Base:	Gloucestershire Royal Hospital or Cheltenham General Hospital (your contract will stipulate cross site working)
Grade:	Band 5
Reporting to:	Band 6 Sister/ Team Leader and Band 7 Ward/ Department manager
Hours	Full or part time hours

Overview

Gloucestershire Hospitals NHS Foundation Trust operates hospitals on our two main sites in Cheltenham and Gloucester, and we're one of the largest NHS trusts in the country.

Our workforce of almost 8,000 staff provide high quality emergency, elective and specialist care across a range of clinical areas

We have recently been graded as 'Good' by the Care Quality Commission (CQC), which is testament to our dedication and drive to improve clinical excellence, innovation and quality care.

Our Values:

It is expected that all employees uphold the values of the organisation as our values underpin everything we do and describe the way we expect our staff to behave towards our patients, families and carers and between each other. We have the following three values:

1. Caring

Patients said: *"Show me that you care about me as an individual. Talk to me, not about me. Look at me when you talk to me."*

2. Listening

Patients said: *"Please acknowledge me, even if you can't help me right now. Show me that you know that I'm here."*

3. Excelling

Patients said: *"Don't just do what you have to, take the next step and go the extra mile."*

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Main Purpose of the Job:

In line with the Trust Vision to provide the “Best Care for Everyone...”

Professional values

- conduct oneself in a professional manner and be a role model
- act with professionalism and integrity, and work within agreed professional, ethical and legal frameworks and processes to maintain and improve standards;

Communication and interpersonal skills

- work in partnership with other health and social care professionals and agencies, service users, carers and families ensuring that decisions about care are shared

Nursing practice and decision making

- assess, plan, deliver and evaluate the nursing care of patients in accordance with UK law, the NMC code of conduct and the Trust values
- deliver high quality essential care to all persons in their care;
- deliver complex care to service users in their field of practice;
- act to protect the public, and be responsible and accountable for safe, person-centred, evidence-based nursing practice;
- practice in a compassionate, respectful way, maintaining dignity and wellbeing and communicating effectively;
- act on their understanding of how people’s lifestyles, environments and where care is delivered influence their health and wellbeing;
- seek out every opportunity to promote health and prevent illness;

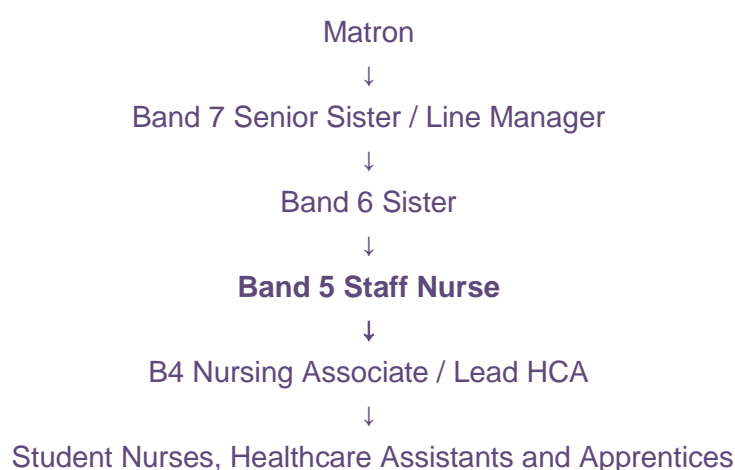
Leadership, management and team working

- work effectively as a member of the multidisciplinary team
- manage a patient/caseload of patients within defined clinical area
- use leadership skills to supervise and manage others and contribute to planning, designing, delivering and improving future services
- To organise own time and that of non-registered staff, students and other learners as appropriate
- To support the senior members of staff in the management and supervision of the defined clinical area
- Actively contribute to a good learning environment by taking on the role of mentor/assessor for learners.

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Main Responsibilities and Duties:

Organisational Arrangements:



Knowledge, Skills & Experience Required

- Qualified Nurse with current registration status with the Nursing and Midwifery Council and able to meet the revalidation requirements.
- A willingness to develop knowledge and skill is essential
- An ability to perform clinical skills with dexterity
- Knowledge of clinical governance, policy and procedure
- An understanding of evidence based practice
- IT skills which can be built upon to incorporate the use of hospital administration, information and training systems
- Organisation and time management skills

Communication, interpersonal skills and personal qualities

- The ability to work cohesively with all members of the team
- The ability to communicate with patients and their relatives with sensitivity and empathy
- Be able to work under pressure
- Be pro-active and take initiative

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- Act as a good role model for others to follow
- Liaison with Acute and Community Support Services

Patient Care

- Respond to emergency situations with composure, maintaining patient safety and seeking immediate support, supporting the patient, family and other staff as required.
- Recognise the need to escalate the deterioration of a patient condition to the appropriate staff member.
- Communicate effectively within the multi-disciplinary team, wards and departments as required.
- Work independently to deliver a high standard of evidence based care in accordance within established nursing procedures and policies.
- Discharge planning in conjunction with a multi-disciplinary team.
- To communicate effectively with patients and carers potentially complex, sensitive or distressing information; in order to provide patient centred care, to encourage self-management, maximise rehabilitation potential and to ensure understanding of the condition. Patients may have communication, perceptual or cognitive/understanding difficulties.
- To maintain clear, accurate and concise patient records in line with departmental and professional standards and include relevant outcome measures. This will include writing patient reports for e.g. medical practitioners and solicitor's requests.
- Maintain patient dignity and confidentiality at all times
- Ensure the safe handling of valuables and property of all patients whilst in the Emergency Department.

Clinical Practice

As a Registered Nurse the expectation is that, with adequate training, supervision and assessment, you will be able to;

- Ensure clinical practice is evidence based or peer reviewed "best practice"
- Develop and maintain clinical skills and knowledge necessary to deliver and evidence based service.
- With supervision and assistance take on increased responsibility recognising own limitations and seeking help appropriately
- Be competent in the use of all relevant Trust IT systems including the use of electronic patient record, email, and Track-Care
- Maintain regular use of emails to keep abreast of information disseminated in the Trust
- Adhere to the NMC code of practice at all times and operate within the NMC standards of proficiency for Registered Nurses
- Demonstrate an awareness and understanding of Accountability, responsibility and Duty of Care and work towards the provision of support and education for less experienced and non-registered

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staff on the implications for practice.

Leadership and management

- Comply with Trust and Departmental policies and procedures e.g. Health and Safety at Work Act (1974), Manual Handling, clinical equipment competency, risk management, Data Protection Acts and patient confidentiality at all times. This will include demonstrating compliance with the terms of all safeguarding policies and processes relevant to the safeguarding of adults and children in the care of GHNHSFT and to undergo regular mandatory training concerned with safeguarding matters.
- Report episodes of sickness for self or those that are reported to you to the Senior Nurse in charge
- Report near misses and untoward incidents, complaints, clinical emergencies, injury or medicine administration errors as detailed in the departmental and Trust protocols. Assist lead staff in investigating incidents as required.
- Maintain and contribute to the development of standards of practice, conduct or decision making in conjunction with lead staff.
- Ensure a smart, professional image that enhances the public perception of the Trust and the professionalism of its staff is portrayed.

Education and training

- Be actively involved in and support departmental education programmes
- Develop the skills to supervise, mentor, support and educate less experienced and non-registered staff in the clinical practice setting
- Undertake all mandatory training
- Demonstrate a commitment to research based practice and clinical excellence and play an active part in the introduction of research based change to improve patient centred care

Improving quality and developing practice

- Comply with requirements to register with the NMC and identify own learning needs and ensuring own professional development is maintained by keeping up to date with practice developments
- Work with senior staff undertaking audit and research projects
- Contribute to the Clinical Governance and Quality agenda by active participation in service initiatives, health and safety and risk management
- Develop and share own clinical knowledge with other members of the wider clinical team both locally and nationally
- Engage in clinical supervision in order to gain an appreciation of its value in clinical practice
- Identify own development needs, aligning these to Trust and departmental service objectives
- Understand and contribute to the development, implementation, monitoring and evaluation of policies/ protocols/ guidelines relevant to the specialist area
- Openly question and challenge practice in a constructive way so that standards of patient care are continually evaluated and improved

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Physical, Mental & Emotional Effort & Working Conditions

- Will be required to utilise recognised manual handling techniques and guidelines
- May be expected to frequently manoeuvre patients/objects over 15 kg using appropriate aids
- Will have frequent exposure to unpleasant working conditions and will be required to follow policies and procedures pertaining to bodily fluids, infection control, infestations and COSHH regulations
- Frequent exposure to distressing and emotionally demanding situations involving patients and relatives
- Some exposure to patients displaying verbal and physical abuse
- The work pattern may be unpredictable and there is a frequent requirement for long periods of concentration, for example; when caring for a critically ill patient receiving supportive therapies for organ dysfunction, being continuously monitored and with multiple infusions, drug calculations and titration
- There is the on-going requirement to maintain excellent standards of care whilst working under pressure in an ever-changing and challenging environment

Summary of position:

A Band 5 Registered Nurse who delivers excellent professional, skilled and effective person centred, evidence based nursing care by working within a multidisciplinary team, developing collaborative, needs based care plans through assessment, planning, implementation and evaluation.

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General conditions

Confidentiality

In the course of your employment, you may have access to, see or hear confidential information concerning the medical or personal affairs of patients and or staff. Unless acting on the instruction of an authorised officer, on no account must such information be divulged or discussed except in the performance of normal duties. Breaches of confidence, including improper passing of registered computer data, will result in disciplinary action, which may lead to dismissal. You should be aware that regardless of any action taken by your employing authority, a breach of confidence could result in a civil action for damages.

In addition, records, including VDU screens and computer printouts of registered data must never be left in such a manner that unauthorised persons can obtain access to them. Written records must either be destroyed or retained in safe custody when no longer required, VDU screens should always be cleared when unattended.

Terms and Conditions of Service

The principle terms and conditions of your appointment will be those set out in the Agenda for Change national agreement as amended from time to time by the NHS Staff Council. These terms and conditions are set out in the NHS Terms and Conditions of Service Handbook, which is available on the Trust's intranet and NHS Employers web site.

Health and Safety

It is the duty of every employee to work in such a way that accidents to themselves and to others are avoided, and to co-operate in maintaining their place of work in a tidy and safe condition, thereby minimising risk. Employees will, therefore, refer any matters of concern through their respective line managers.

Data Quality

As part of your employment you may be required to record Patient Information (computerised or on paper). You have a responsibility to ensure that information is entered accurately, completely and consistently. It is particularly important that patients' demographic details are kept up to date. Problems should be reported to your Manager.

No Smoking Policy

Gloucestershire Hospitals NHS Foundation Trust operates a no smoking policy. Smoking is not permitted anywhere within the buildings and grounds of all Trust sites. These restrictions include all areas up to the boundaries of all sites.

NB

This job description is not intended to form part of the contract of employment or to be a complete list of duties and responsibilities, but is a good guide for information to the job. It will be periodically reviewed in the light of developing work requirements in the department. The officer in the post will be expected to contribute to that review.

Personal Specification: Band 5 Registered Nurse Adult

Job Title:	Band 5 Registered Nurse
Base:	Cheltenham General Hospital & Gloucestershire Royal Hospital

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The following criteria will be assessed from information provided on your completed application form, during the shortlisting and assessment process, and by your referees.

Key to terms: E: Essential, D: Desirable. How is it assessed? I: Interview, A: Application

Qualifications

Active registration with the NMC as a Registered Nurse	E	A
Evidence of ongoing professional development through maintenance of a professional portfolio, registration revalidation & commitment to life long learning	E	A/I

Experience

Experience (through placement or employment) of working in an acute clinical environment	D	A/I
Previous experience in a relevant speciality	D	A/I

Knowledge, Skills, Abilities

Self-motivated and able to work under own initiative and prioritise workload	E	I
Personally resilient and able to manage complexity and work in an ambiguous or changing environment	E	I
Excellent presentational, communication and interpersonal skills	E	I
Demonstrates ability to use clinical reasoning skills and techniques to assess, diagnose, plan and offer a range of treatment options; deliver, evaluate and amend the treatment plan	E	I
Acts as a role model and are able to lead by example to ensure the Trust's values and behaviours are reinforced throughout their area of practice	E	A/I
Able to supervise non-registered and less experienced staff to ensure effective service and care delivery	E	A
Able to effectively and appropriately escalate concerns to reduce risk and promote patient safety	E	I
Show commitment to developing competencies to include specialist skills	E	A/I
Work with enthusiasm and genuine interest within the multidisciplinary team	E	A/I
Demonstrates ability to question and challenge nursing practice in a constructive way so that standards of patient care are continually evaluated and improved	E	I
Understand and be committed to good record keeping using the Trusts electronic and paper methods	E	A/I

Qualities

Display a caring attitude to patients, their relatives, colleagues and themselves in a stressful environment	E	A/I
Be both enthusiastic and self-aware	E	I

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Creative and Flexible, with the ability to work shifts (day & night rotation)	E	I
Resilient under pressure, whilst understanding own limitations	E	I
Team focused	E	I
Reliable, Adaptable and Dependable	E	I