

Job Title	Community Nurse
Band	Band 5
Responsible to	Community Nursing Deputy Team Lead
Accountable to	Community Nursing Team Lead
Base	Harpenden Memorial Hospital

Job Purpose

- To provide skilled nursing care working under the supervision of the Community Nurse Team Lead and Deputy Team Lead to patients in a variety of community settings.

The post holder will undertake community nursing duties involving delivery of nursing services and holistic assessments of patients health needs using a person centred approach. This includes providing quality and seamless nursing care to housebound patients and being proactive in coordinating their care needs as appropriate, avoiding unnecessary admission to hospital or long term care institutions. In addition, the post holder will be involved in facilitating self- care for patients with long term conditions, health promotion and innovative activities and projects that enhance patient service delivery.

Main Duties and Responsibilities

CLINICAL

- To give skilled nursing care, based on principles of best practice and clinical evidence. This includes:

Chronic disease management, end of life care, continence promotion and wound management. Specific skills include phlebotomy, administration of medication via syringe drivers and intravenous therapy, PEG management, urinary catheterisation and tracheostomy suctioning.
Act as a Named Nurse with the support and supervision of the DN Team Lead. To take continued responsibility for the holistic health needs assessment including care planning, evaluation and appropriate implementation of health care and ensuring continuity of care following referral from acute care, rehabilitation units, GPs and other agencies.
Undertake comprehensive assessment of the physical, psychological and social care needs of patients using the Single Assessment Process and including the needs of carers. To provide individualised and person centred care plans that provide monitoring and promotion of self-care to prevent unnecessary hospital admissions
Act as the patient's advocate and to facilitate the patient's own choices with regard to nursing care, promoting independence and self-care, as appropriate.
To identify and record new problems and other relevant information reporting back to the DN Team Lead as appropriate.
Maintain accurate, comprehensive and contemporaneous records in accordance with Trust and NMC guidelines.
- Liaise with, and where appropriate initiate referrals, to ensure adequate care and support to patients and carers.
- To provide information and support to patients, relatives and other carers that promotes and optimises positive health.
- Undertake health promotion and disease prevention activities such as flu immunisation, advice on stopping smoking, falls prevention, dietary advice and foot health.
- To have knowledge of, and be able to effectively use local services and resources to promote patient care. For example specialist services.

- To ensure the safe handling of body fluids and contaminated sharps.
- Be alert to the needs of vulnerable adults including risk assessment and taking appropriate action when required.
- To develop and utilise specialist nursing skills such as leg ulcer assessment and management, syringe driver set up, intravenous drug administration, continence assessment, and palliative care.
- Support patients and their carers with managing their medicines and undertaking medicines management reviews as directed.
- To provide care to people with long term conditions undertaking reviews in accordance with the individual patient care plan and with support of more experienced colleagues as required.

Undertake nutritional assessments and advice and support patients with their nutritional needs. For example PEG feeds.

Communication

- Establish and maintain effective relationships with patients, carers and the multi-disciplinary team in order to facilitate patient choice and independence

To effectively communicate complex and sensitive patient information to colleagues within the district nursing service and to multi-disciplinary team members involved with patient care.

To maintain positive and effective communication and working relationships with patients, their families, carers and all other professionals to enhance a dignified and high standard of care provision
At all times have an awareness of potential barriers to communication and an understanding of how to overcome these barriers to ensure effective communication occurs, maintaining equity of service provision

- To be involved with service promotion, service presentations and facilitate patient focused meetings when necessary.
- Communicate effectively through IT systems such as Systm1 data input and web based information.

Quality and Performance

- Contribute to the implementation, monitoring and reporting of performance outcome measures, alerting Team Leads and managers of any shortfall

Provide statistical returns as required by the Trust including entering complete and accurate data onto the computerised system within the required time frames

- Provide care within the clinical governance framework.
- To participate in clinical supervision on a regular basis with a designated person.
- Maintain appropriate and up to date knowledge and skills and undertake continuing education in accordance with personal and service needs and the Knowledge and Skills Framework.
- To be involved in the development of the role of nursing and service delivery.

Educational

- Actively participate in the teaching and support of junior staff in the Locality.

- To act as a mentor to student nurses and support staff, for example Health Care Assistants / Health Care Support Workers.

Where relevant provide training and support to nursing colleagues and others, for example allied health professionals.

- Participate in self-appraisal and performance review, maintaining an up-to-date Personal Development Plan that reflects the Trust's values and behaviours.
- Participate in clinical audit and where necessary, research projects, to ensure the development of effective and innovative practice and maintenance of standards.

PROFESSIONAL

- To participate in the implementation and monitoring of the Trust's clinical and operational guidelines and policies.
- Be aware of, and act in accordance with, the Trust's Organisational and Clinical Guidelines and Policies.
- To be aware of, and act in accordance with the NMC Code of Conduct and other professional Guidelines.

Maintain appropriate and up-to-date knowledge and skills by undertaking continuing education in accordance with personal and service needs.

- To be responsible for own professional development through active learning and reflective practice.
- Apply a problem solving approach to practice, seeking resolution to problems with an awareness of own personal limitations of knowledge and practice.
- Maintain high professional standards acting as a positive role model for the profession and service.

To be courteous and respectful to patients and colleagues including adhering to a dress code appropriate to the work situation.

PERSON SPECIFICATION JOB

Factors	Criteria	Assessment
Education/Qualification		
Essential	<ul style="list-style-type: none"> Registered Nurse (RN) NMC Registration 	AF/IV
Desirable	<ul style="list-style-type: none"> Evidence of other post-registration education and training 	
Experience		
Essential	<ul style="list-style-type: none"> Recent clinical nursing experience negotiating and liaising within a multidisciplinary team Working with people with complex health needs Supporting students and other learners e.g. HCAs teaching others in the practice environment Experience of undertaking general assessment by utilising evidence based care. Previous experience in the Nursing process, care planning and fluent in record keeping Experience of providing holistic care that involves the multidisciplinary team. 	AF/IV
Desirable	<ul style="list-style-type: none"> Experience of training other students. Participation in audit; research projects; service development Post registration experience in a NHS community environment 	
Skills and Knowledge		
Essential	<ul style="list-style-type: none"> Knowledge of out of hospital care and the role of the Community Nurse Ability to listen effectively and ability to give constructive feedback to clients and colleagues. Time management skills. Knowledge of how Equal Opportunities can be implemented in practice Knowledge of reasonable response to service user needs and prioritising and dealing with those needs with a required urgency. Awareness of the management and use of data in the NHS setting <input type="checkbox"/> Knowledge of risks involved in working in the community. Knowledge of evidence based practice. Knowledge of management of long term condition e.g. Diabetes and an understanding of the concept of self- management. Knowledge of infection control Knowledge of general wound care Promotion of continence 	AF/IV
Desirable	<ul style="list-style-type: none"> Knowledge of recent government legislation and changes in community care delivery Understanding of resource management Knowledge of the audit process 	
Other		

Essential	<ul style="list-style-type: none"> • Ability to work in a team and be a proactive member and □ able to engage in change process in the team. • Ability to organise and participate in weekly work allocation and be able to prioritise and delegate effectively. • Ability to assess a situation and act promptly. • Ability to implement learning in practice and inform others. • Ability to communicate well verbally and in writing such as computerised documentation and data entry • Ability to facilitate and support students and HCAs 	AF/IV
	<ul style="list-style-type: none"> • Car Driver 	
Desirable	<ul style="list-style-type: none"> • Ability to critically analyse and evaluate research relevant to practice. 	AF/IV
<p>* Assessment will take place with reference to the following</p> <p>AF – Application Form, IV – Interview, P – Presentation, T-Test, C Certificate</p>		

