

JOB DESCRIPTION / COMPETENCY PROFILE

Job Title	Nursing Associate (NA)
Payband/Grade	Band 4
Directorate	Hospitals and Specialist services.
Job Description Reference	

My job makes better lives by: Providing support to Ward Nurses, Clinical Team Leads and Ward Manager to achieve excellent outcomes for the people who use our services, and their carer's.

Job Overview:

To contribute to the provision of care for people who use our services, including those with complex needs. To understand and confidently communicate with other professional and carers to ensure the person using services have a patient centered, inclusive admission and safe discharge from our service.

Provide support to the Clinical Team Leader with supervision of junior staff and actively participate in the smooth running of the ward over a 24-hour period.

The post holder will be able to develop therapeutic and meaningful relationships with people who use services ensuring they are actively involved in both the planning and delivery of care underpinned by the principles of recovery.

Support the registered nurses in the delivery of care and management of complex situations, supervision of Band 3's and Band 2's.

Will be an active part of multi-disciplinary team- the primary role of the NA is to help bridge the gap between direct patient care and the role of the registered nurse. The focus of the NA role will be direct patient care, face to face 1:1, group and individual work, therapeutic, leisure and vocational activities. The NA will also be responsible along with the rest of the nursing team to contribute to a safe and secure environment.

NHS Competencies	Level
Communication	3
Personal and People Development	3
Health, Safety and Security	3
Service Improvement	2
Quality	3
Equality and Diversity	3
IT Skills	3
Statutory Requirements	
NMC Registration as Qualified Nurse Associate (or working towards)	

Personal Competencies	
Interpersonal Sensitivity	3
Courage	3
Teamworking	3

Values	
Treat People Well	
Create Respectful Places	
Involve not Ignore	
Open, Inclusive and Accountable	

Qualifications required.

- Registered Nursing Associate (NA) with a NMC registration
- Level 5 foundation degree (specific to nursing associate)

For a better life

- Level 2 math and English
- End Point Assessment achieved as passed.

Experience required.

- Extensive experience working at a Band 3 level within a Mental Health Settings.
- Able to demonstrate skills and knowledge appropriate to the NA role with mental health services.
- Can demonstrate an understanding of evidence-based practice within mental health.
- Act in line with the NMC professional code of conduct
- To be able to complete all duties set out in the key responsibilities.

Desirable experience:

- Previous Band 4 experience

Suitable for someone who is flexible and adaptable, has excellent communication skills including the ability to use empathy and diplomacy to establish rapport, as well as the ability to work well individually and as a team member whilst knowing their own limitations.

Key Responsibilities

- Communicate effectively using a range of skills and strategies with colleagues and people at all stages of life, with a range of mental, physical, cognitive, and behavioural health challenges.
- To develop own knowledge and skills and contribute to the development of others.
- To monitor and maintain health safety and security of self, others and patients in the working environment.
- To contribute to the implementation of care
- To actively support improvements in care
- To take part in QI programmes
- To promote diversity and inclusivity
- To support assessment of care, need for the people using services.
- Support the planning, delivery and evaluation of care plans and risk assessments that address patient need.
- Have good working relationships in with our partners.
- Support unqualified staff work to their strengths and support them in areas that require improvement.
- Provide supervision and mentorship to junior staff.
- Conduct physical health evaluation and documentation.
- To be able to use good clinical judgement and analytical skills in all areas of clinical practice and decision making in line with local procedure under the guidance and direct supervision of a registered nurse.
- Ability to recognise a deteriorating patient both physical and mental health along with the ability to assess the severity and ensure this is escalated and referred to the most appropriate service/professional.
- Be able to provide advice and decision making on the care of the person using the service and support given to their family/carers within their scope of practice, seeking support and guidance from a registered nurse.

- Will demonstrate excellent prioritisation and time management skills.
- Have good IT skills- with a good knowledge of System 1, datix and Microsoft teams.
- To be able to carry out Violence Reduction Training (VRT), Immediate Life Support Training (ILS) and Moving and Manual Handling appropriate for the clinical area.
- To act as a named NA for a group of service users supervised by a registered nurse.
- To maintain a commitment to person centred, trauma informed care for the service user group.
- Ensure individualised collaborative, plans of care are constructed with service users and their families (where appropriate) under the guidance of a registered nurse, take on board cultural, spiritual, psychological, social needs when developing care plans.
- Conduct interventions pertaining to patient care such as supporting the registered nurses with the administration of medication.
- To provide information and advice and participate in the training of service users and their families to ensure they are able to cope with maintaining their mental and physical health wellbeing and lifestyle post discharge.
- Practice in accordance and guidance of the Trust safe administration of medication
- Be accountable and work in line with the administration of SABP medication Procedure Policy.
- Be able to monitor the condition and health needs of people within their care following administration of medication.
- Be able to recognise and report any situations, behaviours or errors that could result in poor care outcomes related to medicines management.
- Exercise professional accountability in ensuring the safe administration of medicines to those receiving care.
- undertake any other reasonable duty, when requested to do so by an appropriate Trust manager.
- To understand and comply with all Trust policies, procedures, protocols and guidelines.
- To understand the Trust's strategic goals and how you can support them.
- Understand the need to safeguard children and vulnerable adults.
- Contribute to the control of risk and to report any incident, accident or near miss.
- Excellent attendance record
- Works in an ethical manner
- Responsible and caring attitude

Skills required:

- Carry out tasks as directed by the nurse in charge such as visual observations.
- Accurately measure weight and height, calculate body mass index and recognise healthy ranges and clinically significant low/high readings.
- Use manual techniques and devices to take, record and interpret vital signs including temperature, pulse, respiration (TPR), blood pressure (BP) and pulse oximetry to identify signs of improvement, deterioration, or concern.
- Undertake venepuncture measure and interpret blood glucose levels.
- Collect and observe sputum, urine, stool and vomit specimens, interpreting findings and reporting as appropriate.
- Recognise signs of mental and emotional distress including agitation, or vulnerability
- Recognise emergency situations and administer basic physical first aid, including basic life support.
- Observe and monitor comfort and pain levels and rest and sleep patterns.

- Use appropriate bed-making techniques, including those required for people who are unconscious or who have limited mobility.
- Use appropriate positioning and pressure relieving technique.
- Take appropriate action to always ensure privacy and dignity.
- Observe and reassess skin and hygiene status using contemporary approaches to determine the need for support and ongoing intervention.
- Identify the need for and provide appropriate assistance with washing, bathing, shaving and dressing.
- Monitor wounds and undertake wound care using appropriate evidence-based techniques.
- Assist with feeding and drinking and use appropriate feeding and drinking aids
- Record fluid intake and output to identify signs of dehydration or fluid retention and escalate as necessary.
- Manage the administration of oxygen using a range of routes and approaches.
- Observe and respond rapidly to potential infection risks using best practice guidelines. Use standard precautions protocols. Use aseptic, non-touch techniques Use appropriate personal protection equipment Implement isolation procedures Use hand hygiene techniques Safely decontaminate equipment and environment. Safely handle waste, laundry and sharps.
- Excellent team player and ability to facilitate partnership working.
- Ability to work under direction and using own initiative and work as a team member of a team