

Job Title	Nursing Associate
Band	4
Responsible to	Registered Nurse
Accountable to	Team Leader
Base	Finchley Memorial Hospital : Marjory Warren Ward
JE Ref	JE0072

Job Purpose

The role of the Nursing Associate is to work with the multi professional team and the Registered Nurse to assess, plan, organise and deliver clinical care in line with service and patient needs, as agreed with supervising clinicians.

The nursing associate has a breadth of knowledge across the lifespan and across the fields of nursing, providing holistic and person centred care and support for people of all ages and in a variety of settings. The nursing associate works independently under the leadership of registered nurses, working within the sphere of nursing and care and within all aspects of the nursing process. (Health Education England 2018)

Nursing associates are equipped with the knowledge, understanding, skills, attitudes and behaviours relevant to employment as a nursing associate and will work to a nationally recognised Nurse and Midwifery (NMC) code of conduct and must meet the NMC standards of proficiency.

Key Working Relationships

The nursing associate will be working predominantly with patients, community nursing team, GP practices, and multidisciplinary team

Main Duties and Responsibilities

- To be responsible for providing the appropriate nursing evidence based care for an allocated group of patients.
- Be an accountable professional who is responsible for their actions, working in line with NMC standards of proficiency
- Recognise and work within the limits of their competency
- To work as part of a multidisciplinary team using resources efficiently.
- To deliver quality care to patients and to work effectively within the nursing team.
- To be competent in carrying out a variety of clinical procedures.

CLINICAL DUTIES

- Assessment and planning of delegated care
- Monitoring of long-term conditions and well-being of service users including escalation of interventions when necessary
- Assist with the implementation and monitoring of clinical care and monitor outcomes
- Administering of Medication in accordance with regulatory guidelines for Nursing Associates
- Undertake onward referrals to appropriate services and community based care support
- Assist in specific therapeutic relations to meet the physical, emotional and psychological, social, cultural and spiritual needs of individuals and carers.
- Enter data into clinical systems (patient records) as per Trust guidance and policies

Promoting health and preventing ill health:

- Empathise with, and support people to improve and maintain their mental and physical health and wellbeing
- Pro-actively prevent and protect against disease and ill health
- Engage in public health, community development, and in the reduction of health inequalities.

Provide and monitor care:

- Provide compassionate, effective care and support to people in a range of care settings
- Monitor the condition and health needs of people on a continual basis in partnership with people, families, and carers
- Contribute to ongoing assessment recognising when it is necessary to refer to others for reassessment
- Communicate effectively with colleagues, service users and carers providing clear verbal, digital or written information and instructions when sharing information, delegating or handing over responsibility for care
- Recognise and report any incidents that could result in poor care outcomes

Working in teams:

- Contribute to multidisciplinary teams and with external partners and agencies
- Recognise changing priorities seeking advice and guidance from the Registered Nurse or other senior care professionals as appropriate
- Collaborate and communicate effectively with nurses, a range of other health and care professionals and lay carers
- Supervise and co-mentor to healthcare assistants, support workers, carers, trainee nursing associates and, when appropriate pre-registered healthcare students.

Improving safety and quality of care:

- Assist in therapeutic relationships to the specific physical, emotional, psychological, cultural and spiritual needs of individuals and carers
- Improve the quality of care by contributing to the continuous monitoring of people's experience of care
- Implement and monitor current standards and procedures to ensure safeguarding of children and vulnerable adults
- Identify risks to safety or standards in patient experience and take appropriate action, putting the best interests, needs and preferences of people first
- Ensure the privacy, dignity and safety of individuals is maintained at all times.
- Complete Datix's and participate in investigations
- Maintain up to date clinical documentation as per CLCH record keeping policy
- Contribute to service development

Contributing to integrated care:

- Provide person-centred care for people, including those with complex needs
- Engage with a range of professionals and carers from other organisations and settings who may be participating in the care of a person and their family
- Undertake a key role in relation to communication and collaboration.

MANAGEMENT AND LEADERSHIP

- Supervise and co-mentor to healthcare assistants, support workers, carers, apprentice nursing associates and, when appropriate pre-registered healthcare students.
- Participate in the investigation of incidents/complaints as required

PROFESSIONALISM

- Act in the best interests of service users, carers, families and communities cared for
- Use knowledge and experience to make evidence based decisions and solve problems
- Recognise and work within the limits of their competence
- Engage in reflective practice including management of self and reflection on own reactions, asking questions and reflecting on answers given
- Participate in Quality Improvement activities
- Be responsible for own actions
- Act professionally at all times.

TEACHING AND TRAINING

- Be proactive in seeking opportunities to continue to develop own knowledge and skills.
- Seeks support / guidance in timely manner if any difficulties are encountered
- Work in partnership with manager to develop and deliver on Specific, Measurable, Achievable, Relevant and Time-bound (SMART) objectives at annual appraisal and personal development planning meeting
- Take responsibility for organising and attending statutory / mandatory updates in accordance with organisational requirements
- Act as an excellent role model by upholding and implementing good practice in the workplace. Recognising and either directly challenging or seeks support to challenge any poor practice observed

RESEARCH

- Participate in research programmes utilising agreed research findings to enhance the patient and their family's experience.
- Actively participate in benchmarking clinical practice along with other areas.
- Contribute to and participate in programmes of Audit, including utilisation of results in practice.
- Support the team in aspects of Patient Experience work.
- Respond to Safeguarding concerns by reporting to senior staff and colleagues whilst adhering to Trust policy and procedures

Person Specification Job Title: Nursing Associate

Factors	Criteria	Assessment Method
Education/Qualification		
Essential	<ul style="list-style-type: none"> Registered Nursing Associate on the NMC register Educated to a minimum level 5 Foundation degree level specific to nursing associate practice GCSEs Grade 9 - 4 in Maths and English or equivalent Care Certificate 	AF/IV
Experience		
Essential	<ul style="list-style-type: none"> Previous experience of working within a health / care setting in the field of area applied for Relevant experience of working self-directed or as part of a team. Evidence of continuing professional development 	AF/IV
Skills & Knowledge		
Essential	<ul style="list-style-type: none"> Understanding of the scope of the role of the Nursing Associate in context of the team and the organisation, and how the role contributes to service development Understands and acts in line with NMC professional standards for practice contained within the Code. Relevant clinical skills in the area of work Excellent interpersonal and communication skills. Ability to communicate effectively (written, verbal, non- verbal communication) with patients/relatives, carers and other members of the multi-disciplinary team. Ability to develop effective and appropriate relationships with people, their families, carers and colleagues. Ability to deal with non-routine and unpredictable nature of workload and individual patient contact Insight into how to evaluate own strengths and development needs, seeking advice when needed Ability to work well as part of a multidisciplinary team Ability to work on own initiative Ability to organise and prioritise own workload effectively Able to recognise own limitations in the context of the nursing associate role Knowledge of when to seek advice and escalate to an appropriate registered health or care professional Ability to participate in reflective practice and clinical supervision activities IT awareness and ability to use NHS systems Ability to support, supervise and act as a role model to nursing associate students, other learners and health care support workers as required within the clinical setting 	AF/IV
Key Attributes		
Essential	<ul style="list-style-type: none"> Hold a full, valid, UK driving licence and have access to a car to use for business purposes (unless you have a disability as defined by the Equality Act 2010) 	See below
Assessment will take place with reference to the following AF – Application Form, IV – Interview, P – Presentation, T-Test, C Certificate		