**JOB DESCRIPTION**

**JOB TITLE** Registered Nurse

**GRADE/BAND** 5

**LOCATION**  Trust wide

**RESPONSIBLE TO** Department Sister/charge Nurse & Lead Nurse

**ACCOUNTABLE TO** Department Sister/charge Nurse & Lead Nurse

**JOB PURPOSE**

The primary aim of the role is to provide effective patient centred care by performing individual assessment of care needs, developing, implementing and evaluating programmes of care that meet the needs of the patient and their families/carers. The role is multidimensional and requires the post holder to integrate and fulfil all the identified dimensions. As a registered nurse all activities provide opportunities for acting as a role model for staff. Following their preceptorship period the registered nurse is expected to carry out all relevant forms of care without direct supervision.

The diagram shows the key components of the role.

Each part of the role is elaborated by providing a key statement of the Trust’s expectation which is supported by more detail in bullet form.

**Professional**

* To contribute to writing departmental and implementing Trust wide/departmental policies, procedures and guidelines.
* Maintain a professional appearance in line with the Trust dress code
* Uphold the Trust’s values and behaviours (available on the Trust web site) and behave in a manner fitting with the responsible position of the post holder, maintaining the public confidence
* Maintain professional and courteous working relationships with staff and respect the equality and diversity of each and every person he/she comes into contact with in the course of his/her business
* Uphold the privacy and dignity of the patient and respect the equality of patients at all time

**2. Key Responsibilities**

**CLINICAL LEADERSHIP**

**The Registered Nurse will maintain a nursing culture which is open to change, new ideas, concepts and innovations.**

This will be achieved by:

* Participating in the development and delivery of a philosophy of care which involves/respects the rights of patient’s carers and staff.
* Ability to relate to all staff and patients in a confident manner, demonstrating good listening skills and able to work effectively as part of team.
* Creating, maintaining and enhancing effective working relationships.
* Recognising areas of conflict and assisting in the management of this to promote a healthy working environment.
* Maintaining an awareness of national and regional initiatives.
* Participating in the individual performance review process.
* Participating in Clinical Supervision where this is appropriate
* Participating in the implementation and monitoring of the Trust’s Nursing Charter standards.
* Acting as a positive ambassador for the Trust.
* Contributing to the Trust’s Shared Leadership process.
* Striving for continuous improvements in the delivery of high-quality patient focused care.
* Submitting new ideas/Innovations aimed at improving patient care.

**LEARNING ENVIRONMENT/EVIDENCE BASED NURSING**

**The Registered Nurse will support and contribute to a ward culture which is conducive to learning incorporating high-quality evidence based practice into patient centred care.**

This will be achieved by:

* Utilising and contributing to resources within the ward environment which encourage evidence-based nursing.
* Promoting patient/carer independence through relevant teaching and support.
* Supporting and enabling professional development of team members.
* Undertaking own personal development to meet identified needs.
* Contributing to the mentorship of colleagues as directed by the ward sister.
* Ensuring statutory training is undertaken.

**COMPETENT PRACTICE**

**The Registered Nurse will combine theory and experience to demonstrate clinical competence in practice.**

This will be achieved by:

* Participating in the assessment of health-related needs of patients and their families/careers.
* Contributing towards the formulation of a plan of care with the patient and their family/carers.
* Delivering direct care to patients in accordance with the Trust’s policies and NMC Guidelines.
* Receive training and be assessed as clinically in achieving radiology nursing competencies following the designated framework.
* Prepare Cath labs and recovery areas for admission of patients ensuring all equipment is available, correctly assembled and functional.
* Act as scrub nurse and circulating nurse during differing interventional procedures whilst under x-ray guidance.
* Ensure personal and equipment sterility is maintained throughout the procedure and ensure safe disposal of all equipment in accordance to Trust guidelines.
* Recovery nurse - assess, plan implement and evaluate patient care.
* Maintain a culture which recognises and works in partnership with patients and their carers involving them in all decisions relating to their procedures.
* Continually assessing and evaluating the patient’s condition and the effectiveness of the care delivered.
* Maintain constant clinical observations during procedures and recognise changes in patients’ conditions which require the intervention of others and ensure that timely referrals are made, or escalation procedures enacted as appropriate.
* Ensure patient safety is maintained at all times. Record and report adverse and potentially adverse events and assist with investigation of such event’s, ensuring learning is shared with the wider team(s).
* Record information about patients in a safe, accurate and consistent manner using appropriate tools and techniques, including electronic and written formats as close to point of care as possible.
* Administer medicines to patients, including intravenous sedation, in accordance with the Nursing & Midwifery Council (NMC) Standards for Medicines Management and Trust policy.
* Safe care for patients with multiple devices and provide, maintain fluid balance and care planning.
* Promoting a multi professional approach to maximise the patient’s health and independence utilising resources appropriately.
* Maintaining up to date knowledge of current nursing issues/practices.
* Working as a registered nurse, without direct supervision in the absence of the department sister/charge nurse and lead nurse where necessary.
* Provide nursing assistance, consistent with the level of experience and competence for:

*Diagnostic and interventional procedures for Cardiac, vascular and non-vascular. E.g., percutaneous coronary intervention (PCI) Pacing, temporary wire and pericardial drains. Angioplasty and stent, IVC filter and nephrostomies and more.*

*CT and ultrasound drainages and biopsies.*

*Safely prepare sterile trolleys rigorously applying universal precautions to minimise the transmissions of infection using appropriate techniques.*

*Receive training and to be assessed as clinically competent using monitoring equipment and procedural equipment required during radiological procedures*.

* Respond appropriately in emergency situations to support the multidisciplinary team and actively participating in emergency.
* Safely prepare patients for ward transfers or discharge home. Communicate verbally and in writing clear relevant information to receiving wards, specialist clinical teams, patients and carers, and other disciplines.
* Actively involve in internal rotation within interventional radiology to develop clinical knowledge and skills and insure a safe patient and staff environment in times of peak activity.
* Complete a competency programme to become part of the on-call rota.
* Participate in safe practices as required by the radiation protection policy and guidance.

**3. Resources and Finance**

* Critically examine working practices within the department to identify cost improvements and effective measures, develop and implement action plans in conjunction with the radiographer team leader and lead nurse.
* The post holder will ensure the proper use of the Trust’s resources such as stationery, telephone usage, photocopying and other consumables during business, ensuring minimal waste and minimal cost.

**4. Organisational Responsibilities**

* To maintain the confidentiality of the Trust in respect of patient and staff information always obtained, and use such information only as authorised for specific purposes. Report any concerns about the use of such information to the senior manager.

All staff at Mid Yorkshire Teaching NHS Trust have the responsibility for safeguarding adults, young people, children and unborn. This includes all employees:

* Having an understanding of relevant safeguarding policies, including the Mental Capacity Act policy.
* Attending all mandatory safeguarding training in accordance with their role.
* Having a responsibility to recognise and act upon any safeguarding/child protection concerns.

**5. Personal Responsibilities**

* The post-holder is responsible for taking reasonable care with regard to him/ herself as well as for any colleagues, patients or visitors who might be affected by any act or failure to act by the post-holder in accordance with the Trust’s policies on Health and Safety at Work.
* To report any accident, untoward incident or loss relating to staff, patients or visitors according to Trust policies.
* To undertake in-service training relevant to the post.
* Comply with Trust Policies and Procedures.

**6. Area of work**

* The post holder will be required to undertake training events at any site across the trust.
* The post holder may be required to work on other wards/ department within the Trust at short notice to cover unplanned sickness or to cover planned sickness or annual leave on other wards/departments

**7. Staff Development, Training and Education**

* The post holder will be required to undertake mandatory training and is responsible for keeping this training up to date
* The post holder will have an appraisal of performance each year and will be responsible for agreeing a development plan in line with the Trust’s (KSF) Knowledge & Skill Framework, in agreement with their manager or immediate supervisor. The development plan will be reviewed each year.
* The Trust will provide assistance and agreed development to enable the post holder to achieve their objectives and standards in line with the development plan
* If the post holder feels he/she is not achieving their objective as agreed in the development plan they will bring it to the attention of their supervisor or manager at the earliest opportunity

**8. Health and Safety**

* Work in accordance with Health and Safety regulations at all time
* Report any incidents of breaches of Health and Safety and report any dangerous acts or omissions that are seen in the course of duty that compromise the Health and Safety of staff or patients using the Trust Health and Safety policy
* Comply with audit recommendations and risk assessment recommendations to make the workplace and work practice safer
* Assist when required to do so, in any risk assessment activity undertaken.

**TERMS AND CONDITIONS OF SERVICE**

The post holder will be required to work at any location where the Trust provides services.

All professional and managerial staff are required to work in accordance with their particular Code of Conduct. Failure to do so may result in disciplinary action (please refer to disciplinary policy for further information).

In carrying out their duties the post holder must promote equality of opportunity and

take every opportunity to eliminate discrimination.

The post holder is required to keep confidential all information and documentation relating to either a patient, a member of staff or Directorate’s business, which he/she comes into contact with.  All staff are expected to respect the requirements of the Data Protection Act 1998, as this incorporates the need for a high standard of data quality, confidentiality and information security.

The Trust adopted a “bare below the elbow policy” in January 2008. The trust expects that all staff adhere to the policy in the clinical areas and settings where health care is provided e.g. the patient’s own home. The policy statement is accessible on the intranet and defines the clinical area. Individuals can expect to be challenged if they are observed not to be adhering to the policy statement.

The post holder is responsible for taking reasonable care with regard to him/her as well as for any colleagues, patients or visitors who might be affected by any act or failure to act by the post holder in accordance with the Trust’s policies or Health and Safety at Work.

These duties and responsibilities are neither exclusive nor exhaustive and management reserve the right to require staff to undertake other duties and responsibilities consistent with the grade of the post in consultation with the post holder.

This job description is an outline of the duties and conditions of the post and may be subject to change in detail or emphasis in the light of future developments.

**Continuing Professional Development**

The post holder will be expected to undertake ongoing personal, professional and management development in line with the responsibilities of the post.

**Smoke Free Policy**

The Mid Yorkshire Hospitals NHS Trust has a Smoke Free Policy

Smoking is not permitted: -

1. Inside any building owned or used by or in areas used by Mid Yorkshire Hospitals NHS Trust staff in buildings shared with other organisations
2. In the grounds and car parks of premises of The Mid Yorkshire Hospitals NHS Trust
3. In the entrances of any The Mid Yorkshire Hospitals NHS Trust buildings
4. In the immediate areas outside The Mid Yorkshire Hospitals NHS Trust
5. In vehicles owned or leased by The Mid Yorkshire Hospitals NHS Trust

Staff are not permitted to smoke whilst in uniform and / or wearing a staff badge in areas where they can be seen by the public.

A copy of the full policy is available.

In the unlikely event of a member of staff not respecting the policy, their line manager will attempt to resolve the situation informally, in the first instance. Repeated breaches of the policy may result in disciplinary procedures being instigated.

Any member of staff wishing to stop smoking can contact the Stop Smoking Service.

**WYAAT**

Mid Yorkshire Teaching NHS Trust is part of the West Yorkshire Association of Acute Trusts (WYAAT), a collaborative of the NHS hospital trusts from across West Yorkshire and Harrogate working together to provide the best possible care for our patients.

By bringing together the wide range of skills and expertise across West Yorkshire and Harrogate we are working differently, innovating and driving forward change to deliver the highest quality care.  By working for Mid Yorkshire Teaching NHS Trust this is your opportunity to be a part of that change.

WYAAT is the acute sector arm of the West Yorkshire and Harrogate Health and Care Partnership, one of the largest integrated care systems in the country. The Partnership’s ambition is for everyone to have the best possible health and wellbeing, and the work of WYAAT, and each individual trust, supports that ambition.

**Person specification.**

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| **POST TITLE: Registered Nurse POST REF NO: 000474 LOCATION: Interventional Radiology & Cardiology.** | | | |
| **Attributes** | **Essential** | **Desirable** | **How Identified** |
| **Qualifications** | * Registered Nurse * UK NMC registration * UK Driving Licence * BLS provider | * BSc (Hons) Nursing * Diploma HE Nursing * ILS provider | * Application Form * Interview |
| **Experience** | * Post registration experience * Preceptor/mentorship skills * Able to demonstrate sound knowledge of relevant speciality, statutory and mandatory training | * Previous experience working in acute care setting · * Previous experience working in Interventional Radiology & Cardiology. | * Application Form * Interview |
| **Knowledge and Awareness** | * Up to date knowledge of current nursing issues and practice | * Knowledge of current radiation guidance and regulation | * Application Form * Interview |
| **Skills and Abilities** | * Ability to plan, asses, implement and evaluate patient care * Prioritise tasks * Develop and maintain positive working relationships * To have basic computer literacy in hospital systems * Willing to participate in an on-call rota. | * Cannulation and venepuncture * ECG Interpretation | * Application Form * Interview |
| **Personal Attributes** | * Good interpersonal skills * Able to communicate clearly (verbally and written) * Enthusiastic * Adaptable and flexible * Willingness to gain knowledge and develop professionally |  | * Application Form * Interview |