

## **Registered Nurse**

### **Purpose of job**

To lead and deliver a person-centred nursing and residential care service for people who use our service

Provide leadership and work with the care team and support them to provide a high standard of person centred personal care and provide activity based social care programmes to support and encourage the people who use our service to maintain contact with the wider community to attain their full potential and maximise their independence and options available to them.

To work in partnership with people who use our services to encourage choice, participation and motivation adhering at all times to the values and behaviours of the organisation and NMC guidelines and code of conduct.

### **Responsibility:**

#### **Key accountabilities and responsibilities**

#### **PEOPLE WHO USE THE SERVICE**

Provide person centred planning and clinical care in all areas, encourage people who use our services to be involved in the running of their own home. Support the team to enable people who use our service to access and use community facilities and promote a variety of social and leisure activities and to support people with their health needs through informed choice. Provide a stimulating environment where skills can be maintained and developed. To support people with their intellectual and social development according to each person's desires, abilities and needs. Take the lead role in assessing clinical care needs, writing care plans and completing risk assessments and achieve stated outcomes from person centred plans.

Work within NMC guidelines and code of conduct.

#### **MANAGEMENT RESPONSIBILITIES**

As a registered nurse you will be the lead nurse in charge of the shift and take responsibility for all aspects of resident care and day to day staff management in the absence of the manager/deputy. Allocate staff duties and responsibilities on a daily basis including infection control, fire and health and safety. Ensure care team are aware of and work within policies and procedures Provide clinical care support, mentoring, training and coaching of care team. Support staff with personal development including induction, BSL and diploma in health care

#### **CLINICAL TASKS**

Administration and monitoring of medication including controlled drugs, oral medication and medication administered via PEG or by injection (IM/SC) transdermal patches.

Monitor vital signs (temperature, blood pressure and pulse); use O2 oximeter to monitoring blood oxygen levels)

Provide wound care, completing body maps and wound care plan apply supervise topical administration of skin creams and lotions.

Complete Malnutrition universal screening tool and monitor weight and refer to dietician if required.

Provide pressure area prevention, complete water low score and ensure appropriate pressure relieving equipment is available,

Obtain samples for histology, culture and sensitivity and analysis including wound swabs, urine samples and blood samples via venepuncture. In house urine sample testing and using clinical skills to identify abnormalities.

Management of PEGS- percutaneous, endoscopic gastrostomy tube) feeds,

Management of catheter care including hygiene and re- catheterisation when required.

Manage complex care conditions including diabetes, cardiovascular and respiratory disease, and end of life care.

Monitoring blood glucose levels and adjusting dietary intake/exercise accordingly.

Technical skills to work with equipment used in health care, for example respiratory suction, manual handling equipment.

## **SUPPORTING PEOPLE WITH MENTAL HEALTH, CULTURAL AND SOCIAL CARE NEEDS**

Ensure assessment and referral to appropriate external professionals, Monitoring medication and treatment plans. Implementing methods of approach, complete ABC charts, liaise with external professionals. Provide stimulating activity based social care programmes tailored to individual's choice, likes, dislikes and physical/ learning abilities provide person centred dementia care and support the team to manage behaviour that challenges our service. Support people who use the service to worship according to their own faith and attend church.

## **COMMUNICATION AND RELATIONSHIPS**

To contribute to effective communication with people who use our services, their relatives, friends, professional helpers and other members of staff. To facilitate meetings to ensure the involvement of people who use our services in consultation and decision making. Encourage relationships and support people with their emotional needs, ensuring the continuity of quality and safety in the provision of care and support services.

Liaising with appropriate professionals including speech and language therapist, dietician, occupational and physiotherapist, GP and medical consultants.

Supporting the people who use our services with medical and other external appointments, arranging IMCA if required, liaising with families and social workers.

## **PERSON CENTRED PLANNING**

To support people who use our services to think about, plan and achieve outcomes and develop their involvement in their plans using person centred plan (PCP). Complete risk assessments and

appropriate person centred tools. Enable people to be at the centre of their care package using appropriate Person Centred approaches.

To lead and motivate the team to plan, implement, monitor and review support provided as part of a continual process.

## **EQUAL OPPORTUNITIES**

To offer and support people with a range of new experiences & to encourage and support people to develop and pursue their own cultural interests. To encourage an awareness of individual's rights and responsibilities as citizens in their own home and within the wider community.

## **HEALTH AND SAFETY**

Allocate health and safety responsibilities on a daily basis, ensure accident forms are completed. Ensure the general well-being, safety and security of everyone who uses the service by continually assessing risk taking. To ensure appropriate monitoring and reviewing systems are operating within the Service and best practice values underpin these systems. To maintain high standards of health, safety and hygiene, and ensure that a clean and safe environment is maintained. To work within agreed Health & Safety policies and procedures, support people with their awareness of specific and general health issues & support people as appropriate in taking & monitoring their medication and liaising with other health professionals. To safely administer medication in accordance with NMC guidelines and Achieve Together policy.

Identify health and safety and the specific risks to the people who use our service and complete assessments and take appropriate action in all areas including MUST screening tool to screen for malnutrition, Waterlow assessment for risk of pressure sores, identify risk of falls.

## **TEAM WORK**

To attend and participate in registered nurses, meetings, team meetings, work within policies and procedures as agreed by the team as a whole or at the instruction of the managers. To support and provide induction to new team members, relief workers or volunteers and work within a team culture which provides support and encouragement to all team members regardless of job role. To develop positive and professional relationships with all team members. To work within a shift rota system including alternate weekends and some bank holidays as required.

## **TRAINING AND SUPERVISION**

To work within NMC code of conduct and ensure that own training and development meets the requirements of PREP.

## **ADMINISTRATION AND FINANCIAL MANAGEMENT**

To maintain and update written and computerised records, as required, in line with Achieve Together policies and procedures and legislative requirements & be involved in the development of service policies and procedures.

To ensure CQC are informed of all notifiable events.

To ensure financial records are kept up to date, budget limits are adhered to and financial instructions are observed. To assist budgeting issues for people who use our services and provide support as appropriate.

## **SAFEGUARDING**

To be aware of the vulnerability of the people you work with and be alert to potential for abuse. To use local and national policies and procedures for recognizing, recording, reporting and participating in safeguarding protocols.

## **OTHER**

To drive the Achieve Together vehicle as required (optional and if in receipt of a full/clean driving licence)

This job description is a general guideline only. All Registered Nurses may be required to undertake duties not outlined above at the request of the Head of Service, Manager or Deputy Manager.

To carry out the duties and responsibilities of the post at all times in compliance with all of Achieve Together policies, including Information Governance, Equal Opportunities and Health & Safety.