

## **HUMBER TEACHING NHS FOUNDATION TRUST JOB DESCRIPTION**

|                         |                                   |
|-------------------------|-----------------------------------|
| <b>Job Title:</b>       | <b>Registered Nurse</b>           |
| <b>Band:</b>            | <b>5</b>                          |
| <b>Department:</b>      | <b>Flexible Workforce</b>         |
| <b>Responsible to:</b>  | <b>Flexible Workforce Manager</b> |
| <b>Responsible for:</b> | <b>n/a</b>                        |
| <b>Location:</b>        | <b>Trustwide</b>                  |

### **Job Role Summary**

The post holder will offer a high standard of evidence based nursing care working within a specific service area. They will be responsible for their own autonomous practice and ensure effective patient care is maintained.

### **Core Functions**

- Provide safe and person-centred care to people using the service
- • Assessment of presentation, risk and associated co morbidities
- • Contribution to MDT assessment and discharge planning

### **Communication and Relationships Skills**

- To lead and present complex, sensitive and challenging clinical and professional communication processes that may impact on service users, carers, staff, the team, the organisation, partner agencies and members of the public, where there are barriers to understanding
- To communicate complex information to users and carers regarding personal, psycho-social problems in an empathic and supportive way. This will involve using inter-personal skills where agreement or co-operation is required, e.g. impact of diagnosis To support the specialist nurse, peers, other colleagues, patients/clients and provide effective communication within the team/unit.

### **Analytical and Judgemental Skills**



- To assess the needs of patients and their carers' based on the analysis of a range of facts or situations. Interventions will be planned on the assessment information and the interpretation of this.
- To contribute to assessment and management plan for patients with high risk clinical needs to ensure safety of patients & carers.

### **Planning and Organisational Responsibilities**

- To plan care for patients e.g. organising appointments, care plans, treatments, interventions, reviews
- Responsible for managing and prioritising own workload, balancing the needs of patients and service requirements/competing priorities

### **Physical Skills**

- Maintain up to date training and knowledge (including mandatory) required for the role and responsibilities
- Up to date competency in medication management, e.g. dexterity and accuracy for giving injections

### **Responsibilities for Patient Care**

- Develops and maintains the patients control over decision making, assess the patients commitment to the jointly determined plan of care, and fosters personal responsibility for health
- Deliver care interventions and nursing advice in a variety of settings, that promote patient flexibility and choice, and which are sensitive to cultural preferences

### **Responsibilities for Policy and Service Development Implementation**

- To contribute to reviewing, developing and monitoring operational/clinical policy, relevant to nurses within the clinical areas

### **Responsibilities for Financial and Physical Resources**

- Ensure operational managers are informed of the need for relevant clinical equipment (e.g. medication management and physical health screening)

### **Responsibilities for Human Resources**

- Supervision of non-registered staff, working alongside the Line Manager to identify and implement developmental needs



- Have an understanding of the requirements of the Quality Assurance Agency for higher education
- Be on the live register of mentors following preceptorship

### **Responsibilities for Information Resources**

- To provide accurate and timely information to inform Trust/National databases as required
- Maintain up to date training and basic IT skills, and demonstrate a good working knowledge of confidentiality and data protection

### **Responsibilities for Research and Development**

- To contribute to research projects within the nursing profession and clinical speciality, both locally and nationally
- To maintain awareness of contemporary research specific to nursing and service area and its implications to inform practice
- To utilise research and evidence-based practice

### **Freedom to Act**

- To work within professional code of conduct, organisational policy and guidance
- To work as an autonomous practitioner and is accountable for one's own action working within the nursing competency framework

### **Standard Paragraphs**

- Trust's Values: Promote and demonstrate the Trust's 3 values Caring, Learning and Growing. Caring for people while ensuring they are always at the heart of everything we do. Learning and using proven research as a basis for delivering safe, effective, integrated care. Growing our reputation for being a provider of high-quality services and a great place to work.
- Confidentiality: Confidentiality/data protection regarding all personal information and Trust activity must be maintained at all times (both in and out of working hours) in accordance with professional codes of conduct and relevant legislation such as the Data Protection Act. The post holder should ensure that they are familiar with and adhere to all Trust Information Governance policies and procedures. Any breach of confidentiality will be taken seriously, and appropriate disciplinary action may be taken.
- Equal Opportunities: Promote the concepts of equality of opportunity and managing diversity Trust wide.
  - Health and Safety: Employees must be aware of the responsibilities placed upon them under the Health and Safety at Work Act 1974, paying due regard to health and safety in the workplace and management of risk to

maintain a safe working environment for service users, visitors and employees.

- Infection Prevention and Control: Employees must be aware of their responsibilities to protect service users, visitors and employees against the risks of acquiring health care associated infections, in accordance with Trust policy.
- Professional standards and performance review: Maintain consistent high professional standards and act in accordance with the NMC code of professional conduct. Employees are expected to participate in the performance review process.
- Service/Departmental standards: Support the development of performance standards within the Service/Department to ensure the service is responsive to and meeting the needs of its customers.
- Finance: All Trust staff will comply with financial processes and procedures
- Safeguarding Children: Employees must be aware of the responsibilities placed on them under the Children Act 1989, 2004.

## Summary

This job Description is an outline of the key tasks and responsibilities of the post and the post holder may be required to undertake additional duties appropriate to the pay band. The post may change over time to reflect the developing needs of the Trust and its services, as well as the personal development needs of the post holder

## Confirmation of Job Evaluation Process

|                                |               |
|--------------------------------|---------------|
| <b>Job Reference Number:</b>   | JE2248        |
| <b>Date of Job Evaluation:</b> | February 2023 |

## Person Specification

|                                     | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Desirable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | How assessed                                                                                                                            |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Qualifications and Knowledge</b> | <ul style="list-style-type: none"> <li>• Part III or 13 of NMC live register</li> <li>• Degree/diploma in adult nursing</li> <li>• Willingness to undertake mentorship training and responsibilities</li> <li>• A broad understanding of relevant policy, legislation drivers and their application to clinical and service area.</li> <li>• An understanding of relevant clinical practice/standards within identified clinical area</li> <li>• Standard IT skills</li> </ul> | <ul style="list-style-type: none"> <li>• Be on the live register for mentors</li> <li>• Demonstrable experience of mentoring pre-registration students</li> <li>• Evidence of current CPD/formal qualifications at an advanced level e.g. degree or post graduate level or equivalent knowledge/experiential learning</li> <li>• Full understanding of relevant policy, drivers and their application to clinical and service area.</li> <li>• Full understanding/application of relevant clinical practice/standards/audit within identified clinical area</li> </ul> | <ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• Formal qualifications/certificates</li> </ul> |



|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                         |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Experience</b>              | <ul style="list-style-type: none"> <li>• Willingness to undertake and complete preceptorship; facilitating the transition for newly qualified nurse booklet and core competency development programme.</li> <li>• Appropriate knowledge/experience of working in Community Nursing.</li> <li>• Understanding of caseload management responsibilities</li> </ul>                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Successful completion of preceptorship Evidence of continuing professional development (CPD) relevant to the clinical area at specialist level of care</li> <li>• Evidence of specialist practice skills and able to demonstrate the impact of this on practice change/development</li> <li>• Evidence of promoting/supporting active user/carer involvement/participation</li> <li>• Act as Care Programme Approach (CPA) co-ordinator</li> </ul>                                                                                                                                   | <ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• Portfolio</li> </ul>                          |
| <b>Skills and Competencies</b> | <ul style="list-style-type: none"> <li>• Willingness to undertake and complete preceptorship; facilitating the transition for newly qualified nurse booklet and core competency development programme.</li> <li>• Appropriate knowledge/experience of working in Community Nursing.</li> <li>• Understanding of caseload management responsibilities</li> <li>• Able to demonstrate effective interpersonal/communication skills</li> <li>• Evidence of good time management skills</li> <li>• Work within the culture of improving working lives and working time directive</li> </ul> | <ul style="list-style-type: none"> <li>• Successful completion of preceptorship Evidence of continuing professional development (CPD) relevant to the clinical area at specialist level of care</li> <li>• Evidence of specialist practice skills and able to demonstrate the impact of this on practice change/development</li> <li>• Evidence of promoting/supporting active user/carer involvement/participation</li> <li>• Act as Care Programme Approach (CPA) co-ordinator</li> <li>• Awareness of leadership/management skills and qualities</li> <li>• Working knowledge of Trust policies and procedures.</li> </ul> | <ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• Formal qualifications/certificates</li> </ul> |



|  |                                                                                                                                                                                                                                                                                    |                                                                                                                              |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--|
|  | <ul style="list-style-type: none"> <li>Ability to demonstrate ethical values and attitudes within a culture of equality and diversity</li> <li>Ability to commute between the various sites</li> <li>Requirement of frequent concentration e.g. assessments, care plans</li> </ul> | <ul style="list-style-type: none"> <li>Ability to manage daily operations and maintain a safe working environment</li> </ul> |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--|

| Job Risk Profile – Effort Factors                        |     |    |      |            |          |                                                       |
|----------------------------------------------------------|-----|----|------|------------|----------|-------------------------------------------------------|
| This role involves:                                      | Yes | No | Rare | Occasional | Frequent | Examples                                              |
| Lifting Weights / objects between 6 – 15 kilos           |     |    | x    |            |          | Smaller pieces of equipment                           |
| Lifting weights / objects above 15 kilos                 |     | x  |      |            |          |                                                       |
| Using equipment to lift, push or pull patients / objects | x   |    |      |            |          | Appropriately assessed moving and handling equipment. |
| Lifting heavy containers or equipment                    |     | x  |      |            |          |                                                       |
| Running in an emergency                                  |     |    | x    |            |          |                                                       |
| Driving alone / with passengers / with goods             | x   |    |      |            |          |                                                       |



|                                                                                |   |   |   |   |   |  |
|--------------------------------------------------------------------------------|---|---|---|---|---|--|
| Invasive surgical procedures                                                   |   | x |   |   |   |  |
| Working at height                                                              |   | x |   |   |   |  |
| Concentration to assess patients / analyse information                         | x |   |   |   | x |  |
| Response to emergency situations                                               |   |   | x |   |   |  |
| To change plans and appointments / meetings depending on the needs of the role | x |   |   |   |   |  |
| Clinical Interventions                                                         | x |   |   |   | x |  |
| Informing patients / family / carers of unwelcome news                         | x |   |   |   |   |  |
| Caring for terminally ill patients                                             | x |   |   |   |   |  |
| Dealing with difficult family situations                                       | x |   |   |   |   |  |
| Caring for / working with patients with severely challenging behaviour         |   |   |   | x |   |  |
| Typing up of minutes / case conferences                                        |   |   |   | x |   |  |
| Clinical / hands on patient / client care                                      | x |   |   |   | x |  |
| Contacts with blood / bodily fluids                                            | x |   |   |   |   |  |
| Exposure to verbal aggression                                                  |   |   |   | x |   |  |
| Exposure to physical aggression                                                |   |   | x |   |   |  |
| Exposure to unpleasant working conditions dust / dirt / fleas                  |   |   |   | x |   |  |
| Exposure to harmful chemicals / radiation                                      |   | x |   |   |   |  |
| Attending the scene of an emergency                                            |   |   | x |   |   |  |
| Food preparation and handling                                                  |   | x |   |   |   |  |
| Working on a computer for majority of work                                     |   |   |   |   | x |  |
| Use of road transport                                                          | x |   |   |   | x |  |

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& Growing Together

A provider of integrated health and social care services across Hull, East Yorkshire, North Yorkshire and beyond.