

## Why join The Royal Orthopaedic Hospital NHS Foundation Trust?

The Royal Orthopaedic Hospital NHS Foundation Trust is a centre of excellence which has a long and proud history dating back to 1817 as well as a strong vision for the future.

We are the largest provider of elective orthopaedic surgery in the UK providing both routine and specialist orthopaedic services. Here at The Royal Orthopaedic Hospital NHS Foundation Trust we are transforming the way we deliver orthopaedic care, with a focus on the best patient experience. The organisation is leading the way and we would love for you to be part of our journey.

## OUR VALUES

**Learn, *innovate* and improve to continually develop orthopaedic care**

**Have *compassion* for all**

**Have *pride* in and contribute fully to patient care**

**Be *open, honest* and challenge ourselves to deliver the best**

**Work *together* and deliver *excellence***

***Respect & listen* to everyone**



Date Last Modified / Advertised: July 2022

## OUTLINE OF JOB DESCRIPTION

<b>JOB TITLE:</b>	<b>Staff Nurse</b>
<b>BAND:</b>	<b>5</b>
<b>RESPONSIBLE TO:</b>	<b>Senior Sister / Senior Charge Nurse</b>
<b>PROFESSIONALLY ACCOUNTABLE TO:</b>	<b>Head of Nursing</b>
<b>DIRECTORATE:</b>	
<b>DEPARTMENT:</b>	
<b>JOB PURPOSE:</b>	

The post holder will:

- Practice autonomously and be responsible and accountable for safe, compassionate, person centred care.
- Ensure a high standard of patient care is delivered in an effective and efficient manner, reflecting the values and ethos of The Royal Orthopaedic Hospital NHS Foundation Trust.
- Be responsible for assessing care needs of patients. Planning, implementation and the evaluation of these programmes without direct supervision.

### **MAIN DUTIES AND RESPONSIBILITIES**

The post holder will:

1. Work at all times in accordance with the NMC Code of Professional Standards of Practice and Behaviours, revalidation and relevant professional guidelines, independently / autonomously and at times without direct supervision.
2. Be accountable for their own professional actions and those delegated to others.
3. Ensure accurate assessment of patient care needs, development of care plans, implementing and evaluating care based on the patient needs.
4. Achieve and maintain competence in identified mandatory and statutory training; develop and maintain clinical competencies, skills and knowledge which relate to the area of clinical practice (i.e. venepuncture, cannulation, ECG, urethral catheterisation and any other relevant duties).

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5. Respond to patients, relatives and carers concerns as they arise and take remedial action as required.
6. Take charge of the practice setting as required.
7. Assume responsibility for undertaking tasks delegated by the nominated line / shift coordinator. This may include representing the ward at meetings, link nurse responsibilities, audit, clinical governance initiatives and supervision and role competency assessments for unregistered staff and students.
8. Contribute to the development of service and quality improvement initiatives to enhance patient experience and outcome and ensure standards of care are monitored and maintained within the organisation.
9. Delegate appropriately to and supervise the work of other staff registered or unregistered and students.
10. Assist with the induction and orientation and subsequent development of junior staff within the ward or department.
11. Maintain accurate nursing records ensuring all documentation is completed accurately and promptly.
12. Administer medications as described by local policy and in line with the NMC's standards for medicines management.
13. Adhere to organisational policies and procedures.
14. In accordance with individual patient care, and utilising appropriate computer software and/or monitoring equipment, on a daily basis undertake and record patient's observations.

This is not an exhaustive list of duties and a regular review will take place with the postholder as part of their ongoing development and performance management.

## **N.M.C. THE CODE, PROFESSIONAL STANDARDS OF PRACTICE AND BEHAVIOUR OF NURSES AND MIDWIVES**

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UK nurses and midwives must act in line with the Code, whether they are providing direct care to individuals, groups or communities or bringing their professional knowledge to bear on nursing and midwifery practice in other roles, such as leadership, education or research. While you can interpret the values and principles set out in the Code in a range of different practice settings, they are not negotiable or discretionary.

Each Registered Nurse, Midwife and Health Visitor shall act, at all times, in such a way as to justify public confidence, to uphold and enhance the good standing and reputation of the profession, to serve the interest of society and above all to safeguard the interests of individual patients and clients.

Each Registered Nurse, Midwife and Health Visitor is accountable for his or her practice, and, in the exercise of professional accountability, shall act in accordance with the guidance laid down in the code.

Through revalidation, you will provide fuller, richer evidence of your continued ability to practise safely and effectively when you renew your registration.

## **NO SMOKING**

The Trust has a No Smoking policy, all Trust premises are considered as non-smoking zones.

## **CONFIDENTIALITY**

Your attention is drawn to the confidential nature of information collected within the NHS. The unauthorised use or disclosure of patient or other personal information is a dismissible offence and could result in prosecution for an offence or action for civil damages under the General Data Protection Regulation 2018.

## **EQUAL OPPORTUNITIES**

The Trust is an Equal Opportunity employer. Its aim is to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, marital status, religion, colour, race, nationality, disability, ethnic or sexual orientation, nor to be disadvantaged by conditions or requirements which cannot be shown to be justifiable, including age restrictions.

Please note that it is unlawful to discriminate/harass individuals on any of the above grounds and employees can be held personally liable as well as, or instead of, the Trust.

## **HEALTH AND SAFETY**

All staff are expected to follow Trust Policies and Procedures relating to the Health and Safety at Work Act 1974.

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## **INFECTION PREVENTION**

Staff will work to minimise any risk to clients, the public and other staff from Healthcare Associated Infection including MRSA and C. difficile by ensuring that they are compliant with the Health and Social Care Act 2008 – Code of Practice for the prevention and control of Healthcare Associated Infections (The Hygiene Code); and by ensuring that they are familiar with the Trust’s Infection Prevention and Control policies located on the Intranet.

## **SAFEGUARDING**

We all have personal and a professional responsibility within the Trust to identify and report abuse. The abuse may be known, suspected, witnessed or be limited to raised concerns. Early recognition is vital to ensuring the patient is safeguarded and any other people (children and vulnerable adults) who may be at risk. The Trust’s procedures must be implemented, working in partnership with the relevant authorities/partner agencies. The sharing of information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults. As an employee of the Trust you have the responsibility to ensure that: -

- a) You are familiar with and adhere to the Trusts procedures and guidelines for safeguarding children and adults at risk.
- b) You attend safeguarding training /competence and undertake additional training in relation to safeguarding relevant to your role and responsibilities.

## **TRUST VALUES**

The Trust has developed a set of values which will apply to all staff. You will be expected to conduct yourself at all times in line with the values and the behaviour framework which underpins them. This includes the delivery of safe, high quality, caring services to our patients and colleagues.

## **STAFF MANAGEMENT AND DEVELOPMENT**

You are responsible for putting in place mechanisms for monitoring the Trust policies, procedures and protocols and to ensure that these are routinely being followed by staff

You must undertake annual appraisal and develop personal development plans for all staff for whom you have line management responsibility

## **STAFF ENGAGEMENT**

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To engage with all staff on the design and delivery of services. This means listening to and involving staff in decisions that affect them and the service that they provide.

## **OWNERSHIP OF INTELLECTUAL PROPERTY**

From time to time during the normal course of employment you as an employee may generate IP which may have value in the delivery of better patient care. This IP can be in the form of inventions, discoveries, surgical techniques or methods, developments, processes, schemes, formulae, specifications, or any other improvements which may give rise to certain rights such as patents, trademarks, service marks, design rights, copyright, know-how, trade or business names and other similar rights (all of the foregoing being referred to as “Intellectual Property Rights”).

Where such IP is created in the course of your employment or normal duties then under UK law it will generally belong to the Trust, unless agreed otherwise in writing between you and the Trust. In relation to inventions potentially subject to patent protection this applies only if the duties of your employment would normally have been expected to give rise to inventions or if the nature of your responsibilities and duties are such that you are under a special responsibility to further the interests of the Trust. It is a condition of your employment not to exploit any IP Rights without the specific approval of your line manager, who will need to obtain advice on a case by case basis. In addition, you are also required to give the Trust all reasonable assistance required by the Trust in order to give full effect to this clause.

## **CARBON FOOTPRINT**

Every staff member has a responsibility to contribute to the reduction of the Trust’s carbon footprint through their actions at work and their travel to and from work. All staff must ensure they minimise consumption of energy and reduce unnecessary transport, waste and water usage during the course of their duties.

## **Note**

This job description is an outline only and may be amended to take account of changes within the department following discussion with the post holder.

The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other

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reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs and will be commensurate with the banding and competencies of the post.

I agree that this job description is an accurate reflection of my current role and responsibilities.

Signed: ..... Date: .....  
Post holder

Signed: ..... Date: .....  
Line Manager

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## PERSON SPECIFICATION

**JOB TITLE: Staff Nurse**

**DEPARTMENT:**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>HOW IDENTIFIED</b> (e.g. application form, interview, test)
<b>QUALIFICATIONS AND TRAINING</b>	<ul style="list-style-type: none"> <li>• Current or pending NMC Registration in the case of newly qualified nurses.</li> <li>• Diploma / Degree in Nursing or equivalent experience.</li> <li>• GCSE or equivalent in English.</li> </ul>		<p>Application Form.</p> <p>Assessment Centre / Interview.</p>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Recent clinical experience with in a healthcare setting.</li> <li>• Evidence of ongoing professional development</li> </ul>	<p>Orthopaedic experience</p> <p>Recent acute hospital experience.</p>	<p>Application Form.</p> <p>Assessment Centre / Interview.</p>
<b>SKILLS AND KNOWLEDGE</b>	<p>Evidence of ability to demonstrate a clear understanding of the following:</p> <ul style="list-style-type: none"> <li>• Time management.</li> <li>• Role modelling.</li> <li>• Knowledge of the changing NHS, clinical governance.</li> <li>• Audit.</li> <li>• Research.</li> <li>• Supervision of the care of a group of patients.</li> <li>• Ability to use own initiative and make sound clinical judgements.</li> <li>• Clinical competence.</li> <li>• Basic IT Skills.</li> <li>• Have or willing to undertake core skills relevant to area of work e.g. ECG, Cannulation, Venepuncture, Urethral Catheterisation male and females, IV therapy.</li> </ul>		<p>Application Form.</p> <p>Assessment Centre / Interview</p>
<b>PERSONAL QUALITIES</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills, verbal, written and listening.</li> <li>• Works well in a team.</li> <li>• Uses own initiative.</li> <li>• Punctual and reliable.</li> <li>• Self-motivated to develop personal learning and skills.</li> <li>• Able to work under pressure.</li> <li>• Able to prioritise workload.</li> <li>• Appropriate professional appearance.</li> </ul>		<p>Application Form.</p> <p>Assessment Centre / Interview</p>

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<b>OTHER JOB REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• Prepared to learn how to motivate others.</li> <li>• Able to work under pressure</li> <li>• Willing to undertake further learning and education.</li> <li>• Willing to support and develop other members of the team.</li> </ul>		Application Form.  Assessment Centre / Interview
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