

JOB DESCRIPTION

Job title:	Senior Nurse
Grade:	Band 6
Directorate:	Operations
Division:	Adult Division
Service:	Hospital@Home Service

1. Sussex Community NHS Foundation Trust's Values

At SCFT we believe in excellent care at the heart of the community. We encourage and expect all staff to actively promote and adhere to our values in every aspect of their work.

Compassionate care Caring for people in ways we would want for our loved ones
Achieving Ambitions for patients and service users, colleagues, our teams and our organisation

Working Together Forging strong links with our patients, the public and our health and care partners, so we can rise to the challenges we face together.

Delivering Excellence because our patients and partners deserve nothing less.

2. Job Summary

Sussex Integrated Care System (ICS) has adopted the NHSE definition of Virtual Wards:

“The development and implementation of Virtual Wards seeks to provide a safe and efficient alternative to NHS bedded care that is enabled by technology. Virtual wards support patients who would otherwise be in hospital to receive the acute care, monitoring and treatment they need in their own home. This includes either preventing avoidable admissions into hospital or supporting early discharge out of hospital.”

Hospital@Home services for speciality virtual ward pathways will provide a safe, equitable and sustainable service in patients' homes, where clinically appropriate, that will deliver an improved patient, carer and workforce experience alongside better access and outcomes.

- The holistic assessment, planning, implementation and reviewing of care provision, for people referred to Hospital@Home service.
- To provide clinical expertise and support for the nursing team.
- Utilise remote monitoring as part of clinical care delivery.
- To provide clinical care for patients requiring nursing care, co-ordination of the multidisciplinary team and allocating visits as appropriate.
- Development of the service through reflective practice; clinical supervision & audit.
- The post holder will deliver high quality care as part of a multi-professional team that offers services to patients between 08:00 – 20:00, 7 days per week.
- The post holder will support diagnosis, develop treatment plans and deliver interventions including venepuncture and the administration of intravenous therapy including antibiotics.
- To be responsible, without supervision, for the assessment of care needs and the development, implementation and evaluation of programmes of care with an understanding of the NMC Code of Practice.

3. Communication and Working Relationships

In your role, you will be responsible for;

- Participating in meetings/case conferences/discussions in response to the needs of the patient.
- Liaising with other internal and external virtual ward services to ensuring seamless delivery of care to patients on a virtual ward pathway.
- Create opportunities for people to communicate effectively and in a manner that recognises barriers to this by modifying/changing existing communication method.
- Assist in maintaining a safe working environment for self, colleagues, patients and others, report any accidents or untoward occurrences as per policy and undertake any investigations as required for untoward incidence, complaints, risk management and health and safety issues.
- Identify how best to manage risks and maintain service delivery, reporting unresolved clinical/staffing issues to the Clinical lead nurse.

- Report all clinical and non-clinical incidents and proactively manage risk to vulnerable adults in discussion with the Clinical lead nurse.
- Work closely with hospital staff including consultant and community services including GPs, liaising on a regular basis to ensure effective communication and service delivery.
- Provide feedback to team members in a way that is conducive to maintaining and improving performance.
- Contribute to ensuring effective liaison and communication with other professional groups and outside agencies, acting as an information source, and work in partnership in the interests of patients.

4. Key Responsibilities/ Main tasks

Clinical:

- To assess, plan and provide clinical care needed for patients to be admitted and whilst under the care of the Hospital@Home Service.
- Identify the nature of support the patient needs including remote monitoring, respecting their privacy, dignity, wishes and beliefs.
- Plan, deliver and evaluate programmes of care that address patient's complex and changing health and well-being needs.
- Liaise with other multidisciplinary team, developing and implementing appropriate care/treatment where indicated.
- Offer appropriate information to patients on how they might promote their own health and well-being, based on observations and own experience.
- Provide support and guidance to carers and relatives and teach appropriate skills in order to provide continuing care.
- Provide clinical expertise and problem-solving support for Hospital@Home team.
- To be responsible for ensuring own personal development and updating of skills and knowledge, including a range of clinical skills (described below).
- Safe administration of therapies such as intravenous antibiotics, pain control, venepuncture, wound management and assessment.

- Be responsible for ordering appropriate community equipment for individuals to allow them to remain at home and undertake relevant training under the Sussex Community Foundation NHS Trust guidelines

Professional:

- Ensure own actions promote quality and alert others to quality issues.
- Liaison with team regarding clinical progress of patients in order to identify at risk patients and provide support as required.
- Prioritise own workload and organise and carry out work effectively, identifying and managing risks to quality under supervision of the clinical Nurse Lead.
- Adhere to NMC scope of professional practice/ revalidation and work with policies and protocols determined by Sussex Community Foundation NHS Trust.
- Delivering patient care in their own homes according to an agreed model of care and care plan.
- Assess patients in their activities of daily living.
- Ensuring all relevant information regarding patients or clients is recorded, reported and where necessary, acted upon to communicate changes to the hospital consultant and GPs (General Practitioner) as appropriate.

Education and Training

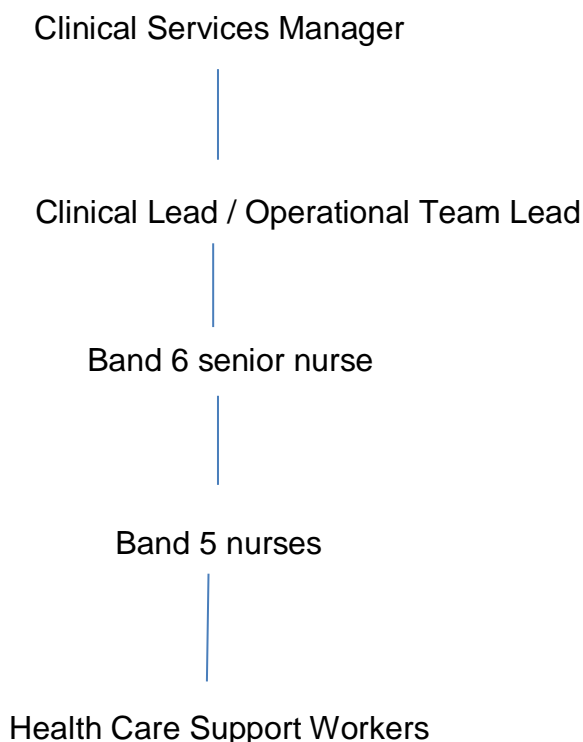
- Participate in and be responsible for ensuring individual Performance and Development reviews take place and personal development plans negotiated.
- Develop own knowledge and skills and provide information to others to assist with their development.
- Participate in training, education and induction programmes for staff, students and others as required.
- Assist and enable all members of the team to attend mandatory and statutory training.
- Contribute to ensuring supervision within the team is well established, and continues to be developed according to the Trust policy and standards for supervision.

- Actively engage in the recruitment and selection of team members and contribute to managing the induction and orientation programmes for new staff.

Research, Data Collection and Audit:

- Participate in service improvement by carrying out audits, in order to identify areas to develop.
- Maintain an accurate record of all patient visits and capture information as required for the service.
- Submit accurate data and statistical returns within the times specified.
- Keep accurate, contemporaneous records and written reports, as required.
- Report and provide information, where requested, on resource shortfalls and offer ideas on improvement.
- Contribute to monitoring caseload information to ensure an efficient and effective service, and contribute to audit programmes as required.
- Be aware of the resources available within an area and utilise them appropriately.

5. Organisation Chart



6. Flexibility

- This job description is intended to provide a broad outline of the role. The post holder may be required to carry out other duties commensurate with their banding and competence.

7. Policies and Procedures

- The post holder is required to familiarise themselves with all Trust policies and procedures and to comply with these at all times.

8. Confidentiality and Data Protection

- The post holder must maintain the confidentiality of information about patients, staff and other health service business and meet the requirements of the Data Protection Act (1998) at all times.
- The post holder must comply with all Trust information and data protection policies at all times. The work of a NHS Trust is of a confidential nature and any information gained by the post holder in their role must not be communicated to other persons except where required in the recognised course of duty.

9. Health, Safety and Wellbeing

- Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) and must follow these in full at all times, including ensuring that they act in line with all agreed procedures at all times in order to maintain a safe environment for patients, visitors and colleagues.
- The Trust is committed to support the health and wellbeing of all its employees. The post holder is required to familiarise themselves with the organisation's range of health and wellbeing support, share with their team, and report stress and ill health as early as possible.

10. Equality, Diversity and Inclusion

- The Trust aims to grow inclusive teams in which you feel like you belong, we encourage a culture of learning from different points of view. We want to support you to be courageous and to overcome bias and challenge prejudice.
- We are a Disability Confident Employer (Level 2). We go the extra mile to make sure disabled people get a fair chance. As well as paid employment we offer work experience, work trials and apprenticeships for disabled people.
- You can read more about our commitment in our Inclusion Brochure.

11. Use of Technology

- The Trust is making increased use of computer technology. The majority of employees (both clinical and non-clinical) should expect to use automated information systems in their work in order to improve quality and co-ordination of services, and to enable faster and more certain communication within the Trust. Necessary training will be provided.

12. No Smoking Policy

- SCFT operates a no-smoking policy, in line with Government legislation. This applies to all staff, visitors and patients. It is a condition of employment for staff that they do not smoke whilst on duty or in uniform or anywhere on Trust premises. This includes electronic cigarettes.
- Whilst we do not discriminate against employing smokers, they are expected to adhere to this policy and all prospective employees should be aware of this.

13. Professional Registration

- All employees who are required to be a member of a professional body are required to hold relevant registration and must comply with the standards and guidelines of their professional practice, education and conduct and must act at all times within the boundary of the code of conduct.

14. Infection Prevention and Control

- Infection Prevention and Control is everybody's responsibility. All staff, both clinical and non-clinical are required to adhere to the Trust's Infection Prevention and Control policy and make every effort to maintain high standards of infection prevention and control at all times thereby reducing the burden of Health Care Associated Infections.

15. Safeguarding Children, Young People and Vulnerable Adults

- SCFT is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Rigorous recruitment checks are carried out and successful applicants may be required to undertake an Enhanced Disclosure via the Disclosure and Barring Service (DBS).

16. Quality

- Excellent care at the heart of the community is our Trust vision. To make sure our care meets this high standard all staff must ensure that the three themes of quality care are provided in every encounter they have with our patients. The three themes are safe care, effective care, and patient-centred care.

- All staff, clinical and non-clinical, are expected to ensure that quality is a key consideration in all we do. This includes reviewing practice and being open to feedback on our performance, being open and honest, and seeking to identify, resolve, and appropriately escalate issues and risks.

PERSON SPECIFICATION

This person specification lists the requirements necessary to perform the job. Candidates will be assessed according to the extent to which they meet, or have the potential to meet the specification. It is therefore important that applicants pay close attention to all aspects of the person specification when deciding if their skills, experience and knowledge match these requirements.

Job title:	Senior Nurse
Grade:	Band 6
Directorate:	Operations
Division:	Adult Services
Service:	Hospital@Home Service

Criteria	Essential or desirable	Method of assessment
Qualifications and/or professional registration		
RGN Level 1	E	Application
Evidence of post registration development	E	Application
Mentorship Module	D	Application
Experience		
Experience as a Band 5 Nurse working in the community.	E	Application
Demonstrates commitment to and recent evidence of further education and professional development	E	Application
Experience of working within the NHS	E	Application
Experience of supervising, coaching/supporting/mentoring less experienced staff	E	Application

Criteria	Essential or desirable	Method of assessment
Ability to lead and manage the team in the absence of the clinical nurse lead	E	Interview
Ability to deal with a wide range of people at all levels, including clients, carers, therapists, health and social care colleagues and other professionals	E	Interview
Demonstrates a positive attitude towards change.	E	Interview
Experience of individual performance review	E	Application
Experience of Clinical Supervision	D	Application
Experience of holistic patient assessments	E	Application
Experience of the Extended Role in cannulation and Intravenous therapy administration	D	Application
Competent in venepuncture and taking ECG	D	Application
Skills and knowledge		
To be responsible, without supervision, for the assessment of care needs and the development, implementation and evaluation of programmes of care with an understanding of the NMC Code of Practice.	E	Interview
Able to demonstrate organisational and time management skills.	E	Interview
The ability to co-ordinate and communicate all aspects of care and patient plans with hospital staff including health and social care, and the Hospital@Home multi-disciplinary team	E	Interview
Knowledge of Clinical Governance	E	Interview
To work as a flexible team member, and be responsible and compliant for Health and Safety Regulations for self and others	E	Interview

Criteria	Essential or desirable	Method of assessment
To assist in the planning and delivery of training programmes and maintaining supplies in good working order including community equipment services	E	Interview
Able to demonstrate awareness of benefits of interdisciplinary working	E	Interview
Able to show understanding of inter-agency liaison	E	Interview
Ability to demonstrate a wide range of clinical skills relevant to community working and specialist Hospital@Home virtual ward care.	E	Interview
Knowledge of respiratory, heart failure and frailty conditions	E	Interview
Other requirements		
Insight and understanding of care in the community.	E	Interview
To be proactive and motivated responding positively to new challenges	E	Interview
Good communication skills and interpersonal skills, including excellent written and oral skills	E	Interview
Can demonstrate leadership skills including: Planning and Organising Teamwork Delivering excellent customer service Problem solving Self-Development Building Change Computer skills	E	Interview

Criteria	Essential or desirable	Method of assessment
Ability to react sensitively and professionally to unforeseen clinical and non-clinical situations	E	Interview
Ability to work autonomously	E	Interview
Ability to work as an effective member of the multidisciplinary team	E	Interview
Flexible, team player but with the ability to work independently and use own initiative	E	Interview
A current driving licence	E	Application
Access to a car for work purposes	E	Application

Equality and Diversity

In addition to any specific criteria laid out above, each applicant will be expected to demonstrate a basic understanding of the principles of equal opportunities in relation to the post. The degree of knowledge required will depend on the level and nature of the post in question.



Two Ticks Scheme – Positive about Disabled People

Sussex Community NHS Trust is a member of the 'Two Ticks' Scheme. This means we will guarantee an interview to any candidate who has a disability if they meet the essential requirements of the person specification.

Candidates who would like to discuss adjustments to the selection process or the working arrangements should they be successful should contact the recruiting manager. We will welcome contact from disabled candidates so that we can fully understand how we can support them and give them the best possible chance of success in the selection process and in any future job they might be appointed to.

Good luck with your application!

Author's name:	<i>Louise Murphy</i>
Version number:	<i>V2 – updated by Shelley Gray to reflect H@H as part of VW structure</i>
Reason for change:	<i>Adaptation of Hospital at Home JD & PS for introduction of Virtual Wards</i>
Date:	<i>October 2022</i>
Job evaluation number:	