

## Registered Nurse



This is a wonderful opportunity to truly make a difference to the lives of local Hospice patients and their families. The Hospice of St Francis is passionate about helping patients and their families to live their precious lives well until the very end, giving patients choice over their care and the opportunity to receive our outstanding care whether that is in the Hospice In-Patient Unit or in their own homes.

The Hospice has a trusted reputation over 40 years of stewardship and trust right across the communities it supports in order to raise over £6 million each year.

The role of a registered nurse is to work as a member of the Hospice multi-professional team within the inpatient unit, responsible for the planning and provision of individualised nursing care for the patients.

**Band 5 - 34.5hrs per/week**

**Salary from: £27,006 p.a FTE: £29,355**

### **Main duties and responsibilities:**

- To work as a member of the Hospice multi-professional team responsible for maintaining standards of care within the inpatient unit and helping to ensure that the care provided, physical, psychological and spiritual, is of the highest possible quality within the resources available.
- Assess, plan, implement and evaluate care, taking into consideration the holistic needs of the patient and Hospice guidelines, policies and standards.
- Ensure the continuity of care through comprehensive, accurate record keeping and verbal, written and electronic hand-over to other members of the Hospice multi-professional team.
- To work a rotational shift pattern to cover a varied rota of long day and night shifts, providing 24/7 provision for the inpatient unit.
- Participate in identifying and developing guidelines and standards within the Inpatient Unit, and assist in the auditing of these standards.
- Supervise and support Health Care Assistants working on the inpatient unit.
- Maintain the safe custody and administration of drugs in accordance with statutory regulations, NMC Guidelines and Hospice policy.
- Establish caring relationships with the patient's family and friends, giving support and advice and referring to other members of the multi-professional team where appropriate.
- Answer queries whilst on the IPU as part of the out of hours (OOHs) palliative care advice line for South West and North West Hertfordshire.
- Maintain and improve own professional competence by keeping abreast of developments and attending in-service and external training sessions, courses, study days and conferences.
- To support the implementation and running of Respite for Good (R4G) and have day to day oversight of the service and clients in residence in R4G beds.

<b>Key Accountabilities, Responsibilities &amp; Tasks</b>	
<b>Departmental &amp; Role Specifics</b>	<ul style="list-style-type: none"> <li>You will work as part of a multi-disciplinary team providing care for patients and their families.</li> <li>You will be organised, proactive and able to prioritise work.</li> <li>You are able to collaborate with colleagues across different departments, engaging in projects or working groups within the Hospice.</li> <li>You will be keen to understand and explore current issues in health care/nursing.</li> <li>You will approach your role as a teacher both formally and opportunistically</li> <li>Assist in monitoring the safe and economic use of all supplies.</li> <li>Maintain an evidence based approach to nursing and participate in research projects undertaken within the inpatient unit when appropriate and in line with Hospice policy.</li> <li>Recognise the specific dietary needs of patients and liaise with the catering staff to ensure the provision of appropriate and attractive meals.</li> <li>At times, provide leadership for the inpatient unit team in the absence of the Inpatient Unit Sister and Senior Staff Nurse.</li> </ul>
<b>Qualifications, Skills, Experience, Knowledge &amp; Approach</b>	<ul style="list-style-type: none"> <li>Registered Nurse with a keen interest and willingness to learn about and practice palliative care nursing.</li> <li>Have a willingness to take on extended roles within a competency framework, including IV drug administration, Verification of Expected Death, single nurse drug administration.</li> <li>Participate in the induction of new staff and volunteers to the Inpatient Unit.</li> <li>To have the desire to work within a team to deliver outstanding care.</li> <li>Drive to learn and keep up to date with research in palliative care.</li> <li>Able to work under pressure, prioritising and organising work within your delegated authority.</li> <li>Desire to learn through continuous professional development.</li> <li>Emotionally resilient, diplomatic and people focused.</li> <li>IT skills, ability to email / word documents /computerised patient records / Report writing.</li> </ul>
<b>Key Accountabilities, Responsibilities &amp; Tasks</b>	
<b>Communication</b>	<ul style="list-style-type: none"> <li>You will be empathetic with excellent communication skills; able to listen and respond in a sensitive and appropriate manner.</li> <li>You will be sensitive in your approach and care for patients with a terminal illness, and their families.</li> <li>Experience: Evidence of Palliative care (generalist) experience.</li> <li>Ability to escalate issues where necessary.</li> <li>You can work closely, in a collaborative environment, with all IPU team members and the wider Hospice to achieve our objectives.</li> <li>You show resilience when dealing with difficult and emotional people and complex situations.</li> <li>You see the potential in others and understands the impact of their actions on colleagues.</li> </ul>
<b>Internal &amp; External Contacts</b>	<ul style="list-style-type: none"> <li>You will be a team player, able to work well with people at all levels of the Hospice including Clinical colleagues and staff of other specialities.</li> <li>Act as buddy/mentor for new members of nursing staff.</li> <li>Be involved in the education and teaching of both patients and carers in all aspects of health care, as appropriate.</li> <li>Participate in the teaching and training of permanent and visiting staff and students to the Hospice.</li> </ul>
<b>Decision Making</b>	<ul style="list-style-type: none"> <li>A pro-active approach to work and problem solving, to spot and deal with issues as they occur.</li> <li>Able to work under own initiative, under pressure within structured timescales.</li> <li>Freedom to act within delegated responsibility and charity policy and procedure.</li> <li>Able to consolidate learning with speed and efficiency.</li> <li>Competent to understand the limits of own knowledge and source appropriate advice.</li> <li>Keep abreast of best practice communicate and apply that learning for the benefit of the Charity.</li> </ul>
<b>Mental and Physical Consideration.</b>	<ul style="list-style-type: none"> <li>The post holder will come into contact with challenging emotional and circumstances in this role, including recently bereaved family members.</li> </ul>

This list of tasks and responsibilities is not exhaustive, other relevant and appropriate duties as required by the Manager may be required. This Job Description will be reviewed and can be amended by agreement with the Post Holder and Manager.

<b>Working Conditions &amp; Environment</b>	<ul style="list-style-type: none"> <li>• Ability to maintain concentration and focus for long periods (over the course of a shift during the day and at night).</li> <li>• The post holder will frequently be required to change from one activity to another to meet the changing needs of the service.</li> <li>• You will be required to sit at a computer.</li> <li>• The post holder may be required to visit other locations and will need to have the availability to travel there (car/ public transport).</li> <li>• The post holder may be required to work in other departments within the Hospice to ensure consistent provision of care.</li> </ul>
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• Be responsible for compliance with own professional body requirements in terms of code of conduct, professional practice, expertise and knowledge including maintaining continuous professional development.</li> <li>• Report any accidents or incidents as per policy. Escalate to nurse in charge in a timely manner. Record in patient's notes if appropriate.</li> <li>• Understand and comply with all Health and Safety, Fire and Infection Control regulations.</li> <li>• Complete all mandatory training.</li> <li>• Understand and adhere to confidentiality and GDPR expectations at all times.</li> <li>• Adhere to standards required with regard to infection prevention and control and supervise others you work with to include volunteers.</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Act in a manner at all times to safeguard the interests of others and justify public trust and confidence in the Hospice of St Francis.</li> </ul>

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