



**Senior Registered
Nurse (Inpatients 1)**

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Job Advert



INTERNAL NHS ORKNEY OPPORTUNITY

The position:

We are seeking a Senior Registered Nurse to join us in delivering high-quality patient centred care in the Inpatients 1 (IP1) Ward. IP1 at The Balfour is a 22 bedded Acute Medical and Surgical ward which also incorporates a 2 bedded High Dependency Unit. As the Senior Registered Nurse, you will support and assist the Senior charge nurse in maintaining the Inpatients Area and managing the care for all Acute, Medical, Surgical, Gynaecology and Orthopaedic admissions of all ages. In addition, you will provide clinical leadership to the nursing team in:

- Ensuring safe and effective clinical practice
- Enhancing the patients experience of care
- Assisting in the management and development of the team
- Contributing to the delivery of the organisation's objectives
- Ensuring the standards of practice are maintained, reviewed, and continuously developed and that staff deliver safe, effective, patient-centred, efficient, timely and equitable care within their scope of practice as part of the healthcare team
- Contributing to the management of the department budget by ensuring effective use of physical, human and financial resources e.g. the nursing resource and supplies including pharmaceutical supplies and equipment
- Work with the Multidisciplinary Team to write and review policies and guidelines for use within the Inpatient areas 6

The candidate:

If you:

- Have a First level nursing qualification (appropriate part of NMC Register relevant to area) with evidence of continuing professional development to first degree level
- Have substantial post registration experience within relevant acute care field and demonstrate expert clinical and professional practice developed through experience and theoretical knowledge to be able to work confidently and competently in an Acute Medical/ Surgical setting
- Have the ability to maintain professional and personal credibility across all staff groups
- Have personal motivation and enthusiasm for the development of nursing, patient care and the enhancement of the patient's experience of care.

We would be thrilled to hear from you.

Location, Working Pattern and Contract Duration:

This post will be based at **The Balfour**

The successful candidate will work: **Full Time 37 hours per week**

This post is **Permanent**

It is a condition of this employment that you must live and remain a resident within the UK for the post in which you will be employed with NHS Orkney.

Benefits and Salary:

Did you know NHS Scotland salaries are higher than those in England, Wales, and Northern Ireland?

The salary for this post is on a **Band 6 £39,912 – £48,635** and if residing on Orkney, you'll also receive a Distant Islands Allowance of £1,654 pro rata per year, adding extra value to your rewarding career with us.

Further Information:

To find out more about this opportunity please contact Lucy Flett, Senior Charge Nurse on lucy.flett@nhs.scot

Job Description

JOB TITLE	Senior Registered Nurse
SERVICE	NHS Orkney
DEPARTMENT	Inpatients 1
GRADE	Band 6
LOCATION	The Balfour
REPORTING TO	Senior Charge Nurse

1. JOB PURPOSE

The post holder assists and supports the Senior Charge Nurse to maintain responsibility for the Inpatients Area managing the care for all Acute Medical/ Surgical/ Gynae/ Orthopaedic admissions of all ages and will provide clinical leadership to the nursing team to:

- Ensure safe and effective clinical practice
- Enhance the patients experience of care
- Assist in the management and development of the team
- To contribute to the delivery of the organisation's objectives.

2. DIMENSIONS

The post holder will assist the Senior charge nurse provide day to day leadership for the nursing team within the inpatient areas and has responsibility for:

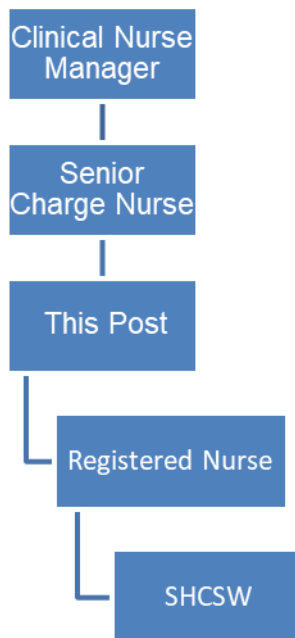
Ensuring that standards of practice are maintained, reviewed and continuously developed and that staff deliver safe, effective, patient-centred, efficient, timely and equitable care within their scope of practice as part of the healthcare team.

Contributing to the management of the department budget by ensuring effective use of physical, human and financial resources e.g. the nursing resource and supplies including pharmaceutical supplies and equipment

Co-ordinating the involvement of the multidisciplinary team within designated area

Work with the Multidisciplinary Team to write/ review policies and guidelines for use within the Inpatient areas

3. ORGANISATIONAL CHART



4. ROLE OF DEPARTMENT

IP1 provides care to surgical and medical patients of all ages in Orkney. The Ward comprises of 24 beds, which includes 2 Assessment and 2 High Dependency beds

The ward area provides care for patients from a wide range of surgical and medical specialities, social demographics, and environmental locations from all across Orkney.

The ward encompasses a highly skilled multidisciplinary team, who facilitate assessment and organisation of ongoing care post discharge, within Orkney and further afield.

The High Dependency Unit (HDU) is supported and adjacent to the ward providing High Dependency Care (treatment and monitoring) for people who require level 1 & 2 care, as well as stabilisation prior to emergency transfer off Island.

5. KEY RESULT AREAS

Within the governance framework of NHS Orkney (including clinical, staff and financial governance) the post holder will focus and lead on the following key result areas:

1. TO ENSURE SAFE & EFFECTIVE CLINICAL PRACTICE

1.1 Clinical Leadership and Teamwork

As a Band 6 Senior Staff Nurse, promote teamwork within a multi-professional environment, demonstrating critical analysis and decision making skills, influencing and facilitating change within Acute care.

1.2 Evidence Based Clinically Effective Practice

Support the Senior Charge nurse in the development of clinically effective practice through the effective utilisation and integration of evidence; setting, implementing and monitoring evidence based policies, procedures and protocols

1.3 Continuous Quality Improvement

Ensure a culture of continuous quality improvement through the use of audit, patient feedback and reflection on practice by self and other members of the team.

1.4 Patient Safety

Responsible for promoting a safe and clean environment for staff, patients and visitors by ensuring compliance with legislation, policies and protocols e.g. health and safety, healthcare associated infection, risk management, Scottish Patient Safety Programme and critical incident reporting and analysis, assessing and managing actual and potential risks to health and well-being

Ensure high standard of record keeping in accordance with Nursing & Midwifery Council, national legislation and local standards, facilitating effective communication with multi-professional team regarding patient care

2. TO ENHANCE THE PATIENTS EXPERIENCE

2.1 Coordination of the Patient Journey

Responsible for ensuring the planning and co-ordination of the episode of care this will include the smooth transition to other settings; including transfer to and from other Health Boards.

2.2 Clinical Expertise

Responsible for ensuring co-ordination of nursing interventions, influencing clinical decisions and monitoring the quality of patient care provided through using expert clinical knowledge relevant to own field of practice, underpinned by theory and experience

Responsible for the co-ordination of the multidisciplinary team involvement in the Acute Ward to ensure each patient's pathway meets the nationally defined standards.

Developing pathways of care where appropriate.

2.3 Promote a Culture of Person Centred Care

Within a multidisciplinary team environment, develop a culture of person-centred care by being highly visible within the unit, communicating regularly with patients, relatives and/or carers; promoting a caring environment where equality and diversity issues are respected and patients are enabled to be partners in their care.

Identifies opportunities to develop care and services by ensuring that there are effective systems in place to ascertain patient and carer experience/feedback and complaints are managed in line with organisational policy including the dissemination of learning points.

3. TO ASSIST IN THE MANAGEMENT AND DEVELOPMENT OF THE TEAM

3.1 Role Model

Act as a role model, creating a supportive ethos to empower staff to contribute to the delivery of high quality, safe and effective person-centred care

3.2 Learning and Development

Support the Senior Charge nurse in the learning and development of all staff, creating a learning environment that ensures effective learning opportunities for all staff and students, facilitating a range of clinical support strategies (mentoring, coaching, clinical supervision and action learning) and planning on going mandatory training and relevant education/development opportunities

Support the career pathway of individual team members by assisting and supporting the Senior Charge nurse to ensure all staff have Individual Performance Review and Personal Development Plans and they maintain an up to date knowledge of current clinical and professional issues and legalities

3.3 Managing the Practice Setting

Manage the practice setting, ensuring effective use of resources and workforce planning by monitoring workload and, through efficient rostering, maintain appropriate staffing levels taking account of role and competence of staff when delegating work, contributing to the management of the department budget

Manage the nursing team by ensuring compliance by self and others with professional standards, legislation, national and organisational policies, leading recruitment and selection, attendance management, ensuring grievance and disciplinary matters within own department are identified, actioned and reported to the appropriate manager

To identify learning and development opportunities for all staff, working with the Senior Charge Nurse so staff can develop and maintain competencies.

4. TO CONTRIBUTE TO THE DELIVERY OF THE ORGANISATION'S OBJECTIVES

4.1 Networking

Network with peers across professional groups promoting the exchange of knowledge, skills and resources. In particular develop close and effective working relationships with the staff from all inpatient areas, ED and Theatre.

4.2 Service Development

To input into the development of the acute ward so that the appropriate level of care can be delivered, ensuring seamless care across the Balfour.

Work in partnership with a range of clinicians and managers in the planning or development of the service promoting the involvement of patients/public and have lead role in the development of care pathways for the ward.

7a. EQUIPMENT AND MACHINERY

The Registered Nurse is expected to have the knowledge and skills necessary to use all equipment safely in the area. The post holder will be required to manage the use of the following equipment for the reasons stated and is responsible for ensuring that systems/policies/procedures are communicated to staff to ensure safe use, maintenance and storage of equipment in the area:

- Moving and Handling equipment to assist patient mobility and promote comfort
- Medical and Technical equipment to record vital signs and administer treatments
- Near patient testing to monitor physiological status
- Telephone, printer, photocopier.
- Venepuncture and cannulation equipment.
- Arterial blood gas sampling equipment.
- Urinary catheterisation equipment.
- Chest drain equipment

- Invasive monitoring equipment.
- Cardiac arrest trolleys.
- Portable suction equipment.
- Intravenous infusion devices.
- ECG Machines.
- Ventilators
- High Flow Oxygen
- Bladder Scanner
- Hepma Drug Administration Machines

7b. SYSTEMS

- Utilisation of software packages, Excel, Microsoft Word, Power Point, Outlook, Internet and Intranet.
- IT equipment including local and national systems to read, analyse, record and transmit patient and staff information within the boundaries of local and national policies and legislation. These systems include: Trak Care, Microsoft 365(Teams, Excel) Outlook Emails, SSTS, Optima, Boxi, Safecare Staffing, Wardwatcher and Hepma drug administration systems.
- Collect, record and store data e.g. News2 clinical observations, test results, handover notes, personal data and improvement data as required and as per protocols.
- Collect, maintain and record accurate and up to date patient records in accordance in NMC standards and local guidelines.

8. ASSIGNMENT AND REVIEW OF WORK

- Will regularly take charge of the ward and deputise in the absence of the Senior Charge Nurse.
- Will provide leadership to the ward nursing team and allocate workload to junior staff members.
- Will utilise skills in conflict resolution and escalation techniques.
- Will escalate concerns to Clinical Nurse Manager in the absence of the Senior Charge Nurse.
- Will participate in and conduct appraisals, sickness management and staff training.
- Will participate in audits.

9. DECISIONS AND JUDGEMENTS

- Will be responsible to the Senior Charge Nurse in respect of guidance and professional management, work review and formal appraisal of performance.
- Will have responsibility when on shift for monitoring standards and quality of clinical practice and ongoing management of the nursing team.
- Has responsibility for supporting the nursing team to reflect upon and review their decisions in relation to assessing, monitoring, evaluating and interpreting patients' condition and effectiveness of their care programmes.

- Will deputise in the absence of the Senior Charge Nurse, taking responsibility for decisions relating to the management of physical, human and financial resources in designated area.
- Will carry the pager for Fire as part of rota whilst on duty and will cover Senior Nurse on duty rota for the out of hours period as part of a rota.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Effective management and prioritisation of competing demands within an unpredictable environment.

Balancing the demands of all stakeholders to provide a safe, effective, efficient, patient-centred, timely and equitable service.

Dealing with complex relationships between patients, their family and wider community.

Organising complex discharges, involving multiple agencies and logistics.

Managing volatile and often distressing situations.

11. COMMUNICATIONS AND WORKING RELATIONSHIPS

Continuous responsibility for establishing systems and standards of communication for routine, complex and potentially stressful matters with a wide range of health and social care workers, patients, families, other relevant departments/agencies using a wide range of media such as telephone, verbal and written communications to overcome any difficulties in communication with people involved, identifying and negotiating appropriate actions to reach agreed outcomes, demonstrating sensitivity and empathy when communicating with people.

Establish and maintain relationships based on mutual respect communicating on a regular basis with the patient/relatives/multi-disciplinary team and external agencies in the provision of care and services.

Ensures appropriate systems are developed and operational to facilitate dissemination of information up, down and across the organisation

12. PHYSICAL, MENTAL, EOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical Skills

The post holder will require a range of physical skills relevant to clinical area examples are drug administration including intramuscular; intravenous and subcutaneous injections; venepuncture and insertion of venous access devices.

Physical Effort (several times per shift)

The physical demands will be dependent on clinical need but will include for example patient movement with use of mechanical aids; standing/walking for the majority of the shift; occasional restrictive movements to treat patients..

Mental Effort (several times per shift)

The mental demands will be dependent on clinical needs and potentially whilst subject to frequent interruptions from patients/team members but will include for example:

- Concentration required when checking documents/patients notes

- Calculating medication dosages.
- Concentration required when observing patient behaviours/physiological status.
- Balancing the competing demands of the role.
- Maintaining high level and consistent professional behaviour in unpredictable and stressful situations.
- Ability to react swiftly and appropriately to the deteriorating patient
- Assisting with and mindful of, resource management with finite resources.
- Balancing the demands of staff and service when completing duty rotas.
- Keeping abreast of national and local policy and evidence-based practice
- Developing and delivering on action plans for improvement;
- Continuously motivate, enthuse and maintain morale of staff within an ever-changing environment

Emotional Effort (variable frequency)

Examples include communicating with distressed/anxious/worried patients/ relatives/staff; caring for terminally ill; caring for and/or communicating bad news to patients/relatives/staff; dealing with challenging behaviours; supporting team members with personal and professional issues; participating in investigatory/disciplinary procedures.

Working Conditions (several times per shift)

Working conditions will be dependent on clinical demand but will include for example exposure to body fluids; exposure to verbal aggression and potentially physically aggressive behaviours (frequency variable); exposure to infected and infectious materials and patients; temperature of the environment.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Nursing qualification (appropriate part of NMC Register relevant to area) with evidence of continuing professional development to first degree level.
- The post holder should have substantial post registration experience within relevant acute care field and demonstrate expert clinical and professional practice developed through experience and theoretical knowledge to be able to work confidently and competently in an Acute Medical/ Surgical setting.
- Ability to maintain professional and personal credibility across all staff groups.
- Personal motivation and enthusiasm for the development of nursing, patient care and the enhancement of the patients experience of care.

Job Description Agreement	
Job Holder's Signature	Date:
Head of Department Signature	Date:

Person Specification

Job Title: Senior Registered Nurse
Department: Inpatients 1
Location: The Balfour

FACTOR	ESSENTIAL	DESIRABLE
EXPERIENCE	<p>Evidence of appropriate post registration experience at Band 5 or above in an acute setting.</p> <p>Evidence of well-developed clinical skills in acute medical/surgical care</p> <p>Experienced in IV medication administration, cannulation, ECG recording, venepuncture, catheterisation.</p> <p>Experience and ability to demonstrate working within up-to-date guidelines and evidence-based research with a willingness to share learning.</p> <p>Able to prioritise conflicting demands and work under pressure.</p> <p>Experience of team working across professional boundaries</p> <p>Evidence of ability to maintain effective working relationships.</p> <p>Experience of leadership, organisational and time management skills</p>	<p>Paediatric experience, knowledge and skills</p> <p>Clinical skills trainer experience</p> <p>Experience in using Improvement methodology.</p> <p>Knowledge and experience in patient safety and use of Care Bundle approach or similar</p> <p>High Dependency/Critical Care Training</p>
QUALIFICATIONS TRAINING RESEARCH PUBLICATIONS	<p>UK NMC registration, with evidence of post registration education and development to first degree level.</p> <p>Advanced life support (and/or willingness to train)</p> <p>Student mentor (and/or willingness to train)</p> <p>Cleanliness Champion (or willingness to train)</p>	<p>Evidence of ability to work towards masters level education</p> <p>Mentorship/coaching qualification</p>

	Evidence of up to date mandatory training	
KNOWLEDGE AND SKILLS	<p>Excellent up to date knowledge in care of patients and clinical skills practice within an acute care medical/surgical setting</p> <p>Understanding of legal and ethical responsibilities relating to practice.</p> <p>Working knowledge and understanding of clinical governance and ability to establish systems in practice</p> <p>Ability to maintain professional and personal credibility across all staff groups</p> <p>Demonstrates clear knowledge and understanding of infection control within the healthcare environment.</p> <p>Working knowledge and understanding of effective resource management skills</p> <p>Articulate with advanced written and oral communication skills.</p> <p>IT skills</p>	<p>Knowledge and ability to develop care pathways and protocols</p> <p>Knowledge of quality, standard setting, benchmarking and audit</p>
DISPOSITION	<p>Excellent organisational and interpersonal skills</p> <p>Personal motivation and enthusiasm for the development of nursing, patient care and the enhancement of the patients experience of care</p> <p>Able to act professionally, work as part of a team and use own initiative.</p> <p>Ability to reflect analytically one's own practice and as part of the team.</p> <p>Flexible, positive and enquiring approach to work</p>	

	Capability to build strong relationships based on mutual trust and respect. Ability to participate as part of Senior Nurse on duty rota	
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Introduction to Orkney and NHS Orkney



Lying off the northern coast of Scotland, between John O’Groats and the Shetland Isles, Orkney is an archipelago of over 70 beautiful islands; 17 of which are inhabited. The total population is approximately 22,000, with most people living on the Orkney Mainland. Kirkwall, the capital with its spectacular red sandstone 12th-century cathedral and a population of 7,500, is the administrative centre of Orkney with a good mixture of shops, supermarkets, and businesses.

Orkney is a wonderful place to live and offers excellent schools and leisure facilities, low pollution, low crime, unique wildlife, and amazing scenery. Although remote, there are excellent transport connections with numerous flights to Aberdeen, Glasgow, Edinburgh, and Inverness every day. There are ferry services to Aberdeen, Scrabster, and Gills Bay, and of course to the smaller isles in Orkney.

Orkney’s economy is based on agriculture, generating some £30 million per year. Farmers breed and rear beef cattle, dairy cows, and sheep of the highest standard. Orkney has international recognition for its food, with cheese, beef, lamb, and fish produce becoming well known; not to mention whiskey, beer, and gin. Tourism, oil, and the renewable energy sectors are increasingly important. Orkney is at the forefront of the renewable wave and tidal energy drive in the UK.

Kirkwall is a great place for children and a wonderful environment for a family. There is a very strong community spirit with a wide range of cultural and sporting activities for adults and children. Schools in Orkney are very good, with no private fees. Imagine all of this within walking distance of your home and workplace. For residents and visitors there is so much to see and do: playing a round of golf, fishing, kayaking, walking, cycling, diving, wind surfing and horse riding are but a few. The Pickaquoy Centre provides a modern well-equipped sports facility, swimming pool and entertainment centre. There are many cultural activities, with annual music, jazz and science festivals attended by internationally renowned artists and scientists. There is an extremely wide variety of activities for children



and young people. Homes are very affordable and with little traffic, travelling around the islands is easy.

According to the 2020 Bank of Scotland quality of life survey, for eight years in a row Orkney was crowned the best place to live in Scotland. The island took the top prize due to high employment levels, low crime rates, smaller primary class sizes along with good health and happiness scores. With its strong sense of community, picturesque landscape and rich archaeological treasures, the archipelago frequently wins the hearts of visitors.

Not only is Orkney one of the most affordable places to live in the UK, it also has one of the highest employment rates, with 88 per cent of residents between 16 and 64 currently in work. The low crime rate means that many people do not even lock their front doors to allow the postie to place the post and packages inside the door. As for overall wellbeing, more than nine in 10 Orkney residents report good or fairly good health.

To find out more about living and working in Orkney go to www.orkney.com or www.orkneycommunities.co.uk and learn more about NHS Orkney at www.ohb.scot.nhs.uk.



Recruitment Process

The NHS Scotland Everyone Matters 2020 Workforce Vision outlines the commitment the Scottish Government has in putting people at the centre of everything the NHS in Scotland does. Working to a common set of values, the vision will continue to modernise the way we work, embracing technology and digital transformation.

All vacancies will be advertised on NHS Scotland's recruitment website:

<https://apply.jobs.scot.nhs.uk/>

Internal vacancies will be advertised on NHS Scotland's internal recruitment website:

<https://apply.jobs.scot.nhs.uk/internal/>

CVs are not accepted as a form of application; NHS Scotland's electronic application form must be used on the above links.

All adverts will close at midnight on the advertised closing date.

Our selection process will consist of the following assessments:

- **Application short listing** – application forms are reviewed and those meeting the role requirements will be invited to a competency-based interview
- **Interview/Assessment** – competency-based interviews have a focus on NHS Orkney's core values and the candidate's technical expertise. The interview may also include a role specific test or a presentation topic.

Any job offer will be subject to meeting the conditions of NHS Orkney's safer pre- and post-employment checks policy:

- **Employment references** - references should include current and previous employers covering the last 3 years of your employment history
- **Evidence of qualifications** – candidates will be required to provide evidence of their qualifications, including proof of professional registration if required
- **Medical assessment** – the Occupational Health service will make an assessment on your fitness to carry out the information provided in a questionnaire. In certain circumstances further information is required and Occupational Health may contact you by telephone or request that you attend for an appointment
- **Criminal conviction check** – all applicants who apply for posts which are exempt from the Rehabilitation of Offenders Act 1974 and who will have access to patients during their employment will be required to consent to a Disclosure Scotland Criminal Records Check or join the Protection of Vulnerable Groups Scheme.
- **Immigration, Asylum and Nationality Act 2007 – Prevention of illegal working** – candidates must be eligible to work in the UK, evidence of this must be provided.

For any queries relating to this vacancy, or our Recruitment Process, please email

ork.recruitment@nhs.scot

Equality and Diversity

NHS Orkney is committed to Equality & Diversity <https://www.ohb.scot.nhs.uk/about-us/equality-and-diversity>