

NHS GRAMPIAN

JOB DESCRIPTION

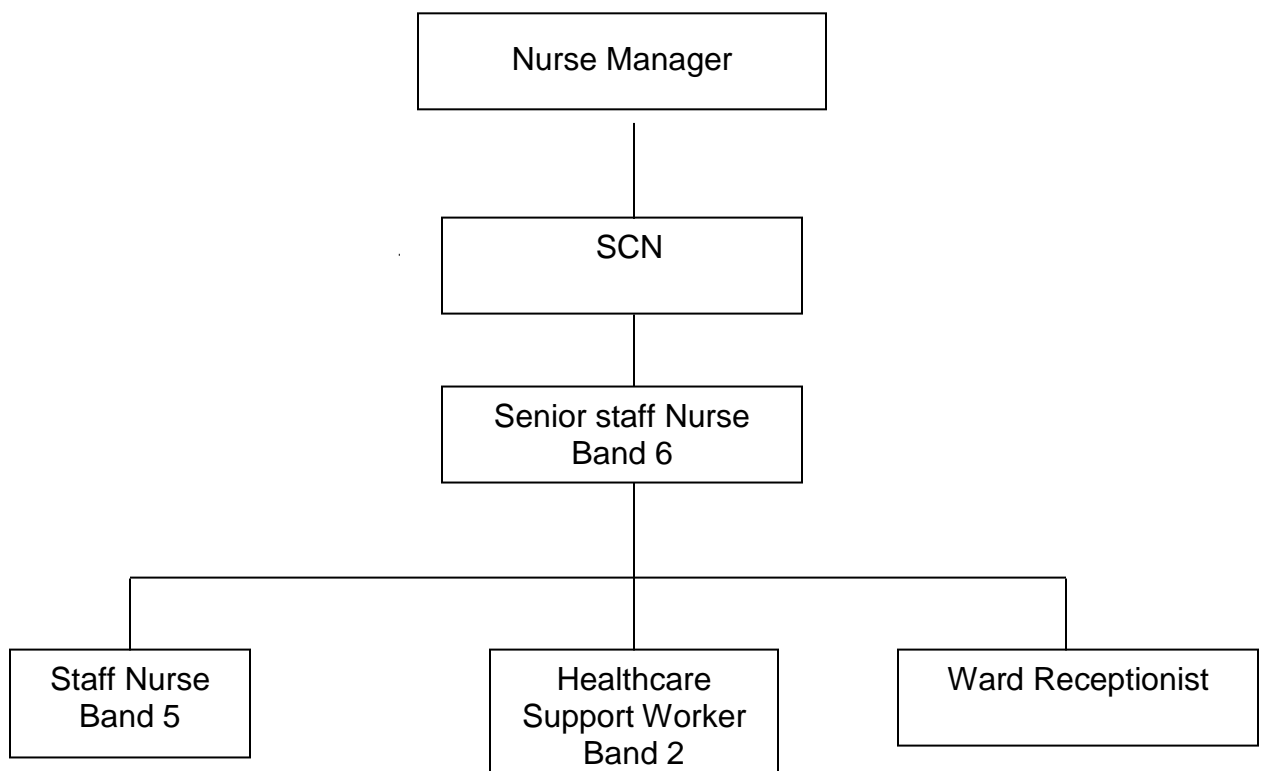
1. JOB IDENTIFICATION

Job Title:	Staff Nurse- Orthopaedic Trauma Unit
Department(s):	Orthopaedic Trauma Unit
Location:	Aberdeen Royal Infirmary
Hours:	Various
Grade:	Band 5
Salary:	£30,229 - £37,664 per annum/pro rata
Contract:	Permanent
Job Reference:	SC187397

2. JOB PURPOSE

- The postholder will develop and maintain a high quality standard of nursing care and can be responsible for the management of nursing care and the patients environment in the absence of the senior staff nurse or Senior Charge Nurse
- Actively participates in the delivery of evidence/research based patient care as a qualified nurse in the multi-disciplinary team. Shows evidence of leadership skills and guidance to junior nursing staff.
- To work in partnership with the multidisciplinary team to deliver to all patients, their relatives and carers a high standard of care which is research based and in accordance with the NMC Code of Professional Conduct as well as local and national health and safety legislation.
- To develop own clinical experience and be responsible for the teaching, supervision and assessment of student, junior and untrained members of nursing staff.

3. ORGANISATIONAL CHART



4. SCOPE AND RANGE

The Trauma unit is a 45 bedded unit, which caters for individuals with a wide range of orthopaedic conditions. Patients are admitted 24 hours a day 7 days a week and may require access to theatre when required. A significant percentage of patients require full assistance with activities of daily living as well as specialist orthopaedic trauma nursing care.

Patients admitted to the unit on occasion may experience cognitive impairment or be admitted under the influence of substance or alcohol misuse.

The post holder may at times be required to deputise for a more senior member of staff.

The post holder has a responsibility to teach, supervise and assess student nurses and untrained nurses, to plan and prioritise workload and to delegate work to other members of staff.

The post holder is accountable for all clinical decision making undertaken and for all clinical assessment and treatment under their management.

5. MAIN DUTIES/RESPONSIBILITIES

CLINICAL

- Responsible for leading and directing the assessment, planning, implementation and evaluation of patient care through effective communication and documentation according to professional policies and procedures.
- Communicates to an optimum level with patients, carers and the multidisciplinary team.
- Relays appropriate pre and postoperative information to patients and relatives.
- Demonstrates delivery of a high standard of nursing evidence based research practice.
- Proactively participates in health promotion and rehabilitation.
- Ensures patient is involved in decision-making regarding their care.
- Demonstrate ability to perform specific clinical skills required within the orthopaedic speciality.
- Plays a lead role as an effective and competent member of the multidisciplinary team.
- Possesses up to date knowledge of relevant conditions and procedures.
- Demonstrates adherence to NHS Grampian / local policies and procedures.
- Ensures safe storage and administration of medicines and treatments according to local and National policy.
- Works in partnership with the Ward Manager/Practice Educator in the delivery of education.
- Participates in research and audit
- Adheres to NHSG infection control polices, in particular HAI and associated polices i.e. hand washing

ORGANISATIONAL

- Practises and promotes confidentiality at all times.
- Demonstrates ability to listen effectively to other points of view.
- Proactively leads a team and communicates with all colleagues in a professional manner.
- Demonstrates knowledge and proficiency in implementing NHS Grampian/local policies and procedures.
- Ensures written communications are accurate, appropriate and neatly recorded, adhering to NMC/NHS Grampian/local policies at all times.
- Demonstrates ability to address issues arising in a professional and discreet manner whilst knowing their limitations.
- Effectively analyses, prioritises and organises own workload.
- Demonstrates an understanding of and adherence to local and National Health and Safety policies and procedures
- Demonstrates ability to take responsibility for own workload.
- Demonstrates enhanced negotiation, influencing and conflict management skills.
Actively participates as an effective member of ward team within extended team

MANAGERIAL

- Able to take charge of the ward in the absence of Senior Staff and work alongside the SCN, contributing to overall standard of care.
- Demonstrates ability to take responsibility for own and junior staff's workload.
- Provides support to others within the team.
- Demonstrates ability to delegate to staff effectively in order to achieve optimal use of time and resources.
- Demonstrates an awareness of available resources, how they should be most effectively used, and economy in the use of supplies and an awareness of stock control systems.
- Actively participates in the care and maintenance of ward stock/equipment.
- In the absence of the senior nurse takes responsibility for ensuring the efficient management of nursing resources and all associated administrative responsibilities e .g. staff absence recording, rota planning, appraisals, recruitment and selection, disciplinary procedures, and complaints.

PROFESSIONAL DEVELOPMENT

- Actively participates in the appraisal of junior staff.
- Acts as a positive role model for all disciplines of staff.
- Demonstrates commitment to developing clinical skills and expertise.
- Demonstrates an understanding of research and audit.
- Advise junior staff on request.
- Maintains responsibility for own personal development.
- Actively participates in teaching programmes.
- Demonstrates willingness to develop management skills.
- Participates in the orientation/mentorship of new staff.

SERVICE DELIVERY

- Actively contributes to the provision of continuity of care for all patients in the service
- Supports the SCN/Senior Staff in contributing toward the future development of the Service
- Demonstrates positive attitude to suggested changes in practice through the introduction of evidence based care
- Demonstrates an awareness of future service redesign in accordance with local and national priorities

6. SYSTEMS AND EQUIPMENT

Maintains and develops clinical standards and documentation in accordance with NMC Code of conduct and assist in the development of new initiatives.

The post holder is required to directly use and/or maintain resuscitation equipment, manual handling aids and all clinical equipment as required within the service.

Equipment

Computer skills required to access email and communicate information

Fire Safety Equipment.

Medical Equipment

Hoist – moving and handling aids

Emergency equipment

Infusion devices

Electronic beds

Oxygen and suction equipment

Systems

E- Mail

Participate in bleep rota if required

Polices - Health and Safety requirements, Fire, Human Resources, etc.

Occurrence Reporting System

Off duty rosters

7. DECISIONS AND JUDGEMENTS

- The postholder must always work within the NMC Code of Professional Conduct
- If in charge the postholder will delegate duties appropriately to junior nursing staff within the team and co-ordinate the team's workload as well as their own.
- The post holder will be required to use their own initiative and be able to make sound and rational decisions and remain focussed and directed throughout the process.
- The postholder requires the ability to remain objective and supportive of others at all times.
- The postholder will be required to use own judgement whilst observing patient's condition and should report any change in prescriptive care to relevant disciplines
- The postholder will be required to use rapid judgement in the assessment and treatment of patients efficiently and appropriately in all clinical situations.
- May be required to participate in bleep rota to offer advice for Trauma orthopaedic issues.
- Take responsibility for Ward in the absence of Senior Staff and liaise with Nurse Manager if and when required.

8. COMMUNICATIONS AND RELATIONSHIPS

- The post holder is required to communicate verbally and in writing with patients, relatives/carers/Visitors, nursing and medical colleagues, members of the multi-disciplinary team, other healthcare professionals within NHS Grampian, external organisations and bodies.
- Daily interaction with: A range of disciplines
- Supporting patients with life changing surgery - at times the post holder may have to deal with distressed, upset, angry or anxious patients, carers' relatives. The role of the nurse is to use communication skills to de-escalate as many situations as possible, offer support, information and reassurance and to manage the situation appropriately, ensuring their own safety and the safety of other patients and staff. This can be very demanding both emotionally and physically.
- Supporting colleagues and relatives.
- Nurses have the pivotal role with all communications within the multidisciplinary team. The Postholder must therefore possess effective interpersonal skills and participate in cross boundary working.

9. PHYSICAL DEMANDS OF THE JOB

- Need to be physically active for whole duration of shift. High portion of job entails physical work and post holder would require manual handling skills, which should be kept up to date yearly or more frequently if required.
- Physically demanding pushing beds to and from theatre and transferring patients to other wards.
- Moving and handling patients with limited mobility, owing both to surgery and underlying traumatic injuries.
- Need to be accurate in the use of all clinical and other equipment, particularly regarding the administration and delivery of medicines and treatments.
- The post holder will be required to be able to initiate appropriate emergency care.
- The postholder will be required to deal effectively with limited resources, whilst also being required to prioritise own workload and adapt flexibly to competing demands from various people.
- At times there are occasions when violent/aggressive incidents may occur. Sustained effort or sudden intense effort in the management of violent incidents for short or long periods of time may be required.
- The post holder will be able to adapt to the shift patterns required of the ward, day/night rotation 12hr shifts

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- The post holder should have the ability to adapt to busy environment, to prioritise and organise workload and adapt flexibly to competing demands from various people.
- Maintaining adequate skill mix while recognising individual staff needs in line with NHS Grampian Human Resources guidelines.
- The post holder should have the ability to respond to the changing needs of the patients from admission to discharge
e.g. Highly anxious patients waiting for surgery, emotional needs of patients undergoing life altering surgery i.e. amputation, resection of tumours
- Communicate effectively and professionally at all times.
- The post holder will be able to cope with the workload within at times limited resources. Effectively practising a multi-tasked/skilled clinical and management role within available Resources.
- Respond to the changing needs of the service (Trauma and elective orthopaedics)
- Maximising nursing opportunities for self and juniors in line with an evolving clinical service.
- Using own initiative and generation of ideas in order to meet the strategic service needs. Promoting a happy and safe work environment to minimise stress levels.

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

Essential

Registered General Nurse

Completed Staff Nurse Development programme/Flying Start

A commitment to life long learning and have up to date EKSF

The ability to keep skills and knowledge updated and documented.

Well developed written and verbal communication skills

NHS GRAMPIAN PERSON SPECIFICATION

The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. Shortlisted candidates **MUST** possess all the essential components as detailed below.

POST/GRADE: Staff Nurse Band 5

LOCATION/HOSPITALS: Aberdeen Royal Infirmary

WARD/DEPARTMENT: Ward 212/213 Orthopaedic Trauma Unit

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications	RGN	
Experience	Previous experience working in a care setting.	PCA training IV drug administration Previous Orthopaedic/surgical experience
Special Aptitude and Abilities	Interest in surgical/orthopaedic nursing Good understanding of the special needs of the elderly in acute care settings.	Interested in developing a career in orthopaedic nursing
Disposition	Calm and composed under pressure. Ability to adapt quickly to changes in work demands.	
Physical Requirements	Must have the ability to carry out all aspects of the role and participate effectively in the moving and handling of orthopaedic patients.	
Particular Requirements of the Post	Ability to work effectively under pressure. Flexible and adaptable to different work patterns ie, 12 hour shifts, day/night duty rotation.	

MAJOR RISKS IN DOING THIS JOB

Please indicate the major risks the job holder could face in doing this job e.g. lifting patients/objects, working with hazardous substances, dealing with violence and aggression.

Main risks are in the moving and handling of orthopaedic patients, managing patients with mental health and/or drugs and alcohol problems and dealing with violence and aggression. In addition it can be a stressful environment due to the unpredictability of the workload.

If there are no major risks for the job holder please tick this box