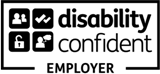


Job Description

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| **1. JOB IDENTIFICATION** | Job Title | **Registered Nurse, Band 5**  **CAJE:** SCO6-1078 |
| Department(s)/Location | **Renal Services** |
| Number of Job Holders |  |
| **2. JOB PURPOSE**  As part of a multidisciplinary team the post holder will have responsibility for assessment of care needs and the development of programmes of care, and/or the implementation and evaluation of these programmes ensuring the delivery of high quality care to patients. The post holder will contribute to the continuing development of clinical practice.  In the absence of the Senior Charge nurse/Lead nurse or deputy provide cover to ensure effective operation of the ward. | | |
| **3. ORGANISATIONAL POSITION**  Director of Nursing & Patient Service  Manager/Lead nurse    Senior Charge Nurse    Charge nurse    **Registered nurse (This post)**    Health Care Assistant/Renal Care Assistant | | |
| **4. SCOPE AND RANGE**  To provide a high quality, safe and supportive environment in order to care for patients, clients, carers, relatives and staff within the Renal Service of the Critical Care Clinical Group to meet identified care needs.  The Renal Service provides a regional service for patients and their families throughout Tayside and North-East Fife.  The post holder may be required to provide care in the following types of environment for acute and chronic patients:   * Renal Ward in-patient facility * Haemodialysis Unit Ninewells * Chronic Haemodialysis Facility at PRI / Arbroath * Home Therapies Service * Nurse-Led Clinics/Services   The post holder has responsibility for:  **Staff Management/Supervisory Responsibilities:-**   * + Provide Mentorship to new/junior staff, learners, support workers   + Provide direct supervision for new staff, junior staff, learners and support workers   **Budgetary Responsibilities:-**   * + Participate in the effective use of the human, financial and physical resources within area of work | | |

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# MAIN DUTIES/RESPONSIBILITIES

* + **Care Delivery**

1. Responsible for the assessment of care needs and the development, implementation and evaluation of programmes of care for patients whose needs may be predictable or unpredictable and/or unstable and changing to ensure delivery of a high standard of care.
2. Ability to establish and maintain effective communication with individuals and groups about difficult or complex matters to overcome any problems in communication and to ensure that appropriate information is shared and patient needs are met.
3. Support and involve patients/client/ carers and relatives in the planning and delivery of individualised care
4. Responsible for maintaining patient records within agreed standards to ensure the care management plan is communicated to patients and the health care team.
5. Responsible for ensuring that self and others adhere to infection control policies.
6. Delivery of nurse-led services within local protocols and guidelines as required
7. Support and education of patients/carers in renal replacement therapy in home setting

# Management /Leadership

1. To co-ordinate and prioritise own workload and that of others working as part of the multiprofessional team to ensure that the interests of patients/clients are met.
2. Contributes to the effective use of physical, human and financial resources.
3. To lead and supervise new/junior staff/learners and support workers who are providing care to patients and act as a source of advice to ensure safe and effective care and that their educational needs are met.
4. Contribute to discussion, debate and influence change in practice
5. Ensure effective teamwork and healthy working relationships
6. Monitor and maintain own and others health, safety and security
7. In the absence of the Senior Charge Nurse/Charge Nurse, regularly take charge of the department for the management of standards of care and the daily responsibilities, including work allocation, deployment and supervision of staff, to ensure smooth running of the area.
8. Act as an expert resource within and outwith renal service area.
9. Contribute to the performance appraisal system.

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| * **Education & Continuing Professional Development**  1. To participate in personal and career development plan to maintain and develop attitudes, skills and knowledge facilitating personal and professional growth in order to maximise contribution to service delivery. 2. To support the personal and professional growth of new and junior staff, learners and support workers in order to maximise contribution to service delivery. 3. To undertake teaching of registered and non-registered nursing staff, including basic and post-basic students, and participate in the implementation of staff personal development plans to facilitate ongoing development. 4. Provide mentorship for learners and junior staff and contribute to the development of an effective learning environment.  * **Quality/Research and Development**  1. Demonstrate research awareness and ability to participate in and support ongoing research in nursing practice. 2. To work within an ethical and legal framework utilising defined policies, procedures, standards and protocols of the department, organisation and NHS Tayside to promote safe and effective evidence based practice and contribute to quality improvement. 3. Participate and contribute to quality improvement initiatives within the clinical area |
| **6. COMMUNICATIONS AND RELATIONSHIPS**  Communicates continuously on routine, difficult and complex matters with a wide range of health and social care workers, patients, families other relevant departments/agencies utilising a wide range of media such as telephone, information technology, verbal and written communications and overcomes any difficulties in communication with people involved such as language barriers, clinical conditions e.g. stroke and effectively manages complaints and incidents. Demonstrates empathy and sensitivity when communicating with people.  Establish and maintain relationships based on mutual respect communicating on a regular basis with the patient/relatives/multidisciplinary team and external agencies involved in the provision of care. |
| **7. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**  You must be registered on Sub-part 1: RN1 or RNA or Sub-part 2: RN2 of the  UK NMC register  Evidence of ongoing professional development  Previous experience as a Staff Nurse within relevant area.  Ability to work using own initiative as part of a multiprofessional team. |
| **8. SYSTEMS AND EQUIPMENT** |

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| The Registered Nurse is expected to have the knowledge and skills necessary to use all equipment safely in the area.  The Registered Nurse is responsible for ensuring that systems are communicated to staff and operational to make sure safe use, maintenance and storage of equipment in the area. Sole responsibilities for ensuring systems are in place and communicated, shared for operational.  **Information Technology :**  Duty rostering systems ICE  Literature Reviews  Clinical Information System: (Dialysis therapy and patient information systems)  Word Processing Database management  Stock ordering (Supplies, Pharmacy)  Report incidents via Adverse Incident Management System (DATIX) Fax, internet, intranet, e-mail, Paging systems  Laboratory vacuum delivery system  **Moving & Handling:**  Mechanical aids (e.g. Hoists, ambulifts) Infusion stands  General manual handling equipment e.g. slide aids Specialised Beds, Beds, trolleys Wheelchairs/Walking aids  Commodes Bedpans  Bariatric equipment  Pressure relieving equipment Fire evacuation equipment Dialysis equipment and supplies  **Near Patient Testing:**  Blood Pressure monitoring Blood glucose monitoring Vital signs  Cardiac Monitoring Pulse Oximetry Chemical Reagents Invasive monitoring  Blood clotting times, Peritoneal fluid tests  **Medical Devices:**  Patient Controlled Analgesia Infusion Devices  Scanning Equipment  Electrocardiograph equipment / Cardiac Monitors  Examination Equipment e.g. Auroscopes, ophthalmoscopes etc. Surgical Instruments  Control feeding pumps Suction equipment Pulse Oximetry  Vacuum assisted wound closure Invasive monitoring equipment  Blood warmers / Thermoregulation equipment  All types of renal replacement therapy machines and associated equipment  **Treatments :** |

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Oxygen therapy Nebulisers

All types of Renal replacement therapy treatments Suctioning, Tracheostomy tube care Enteral/Parenteral Nutrition

Basic life support and airway adjuncts Intravenous therapy

Surgical drain care Humidification

Wound Care, drain care

**Responsibility for Records Management**

All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment.

# 9. PHYSICAL DEMANDS OF THE JOB

**Physical Skills: Several times per shift ongoing over 20mins**

Care and management of vascular/peritoneal access for renal replacement therapy

Fistula and graft cannulation

Preparation, priming, connection and disconnection of all types of renal replacement therapy machines

Manipulation of cannula, lines, equipment in response to alarm states of renal machines

Provision of personal care to patients

Administer intravenous injections and or intra-muscular injections, syringe pumps and infusions.

Blood Sampling from lines

Provision of personal care to patients

Simple and Complex wound care/ drain care (frequently) Insertion of venous access devices, Venepuncture (frequently) Drug administration (frequently)

Care of invasive monitoring and lines (frequently) 12-lead ECG (occasionally)

Assisting medical staff with a range of procedures (occasionally) Tracheostomy management (occasionally)

Insertion of urinary catheters/naso-gastric tubes (occasionally) Removal of sutures/staples (occasionally)

Cardio –pulmonary Resuscitation (occasionally) Stoma care (occasionally)

# Physical Demands : Several times per shift, ongoing, long period over 20mins

Patient movement with and without use of mechanical aides, manoeuvre patients with a range of conditions affecting mobility

Push trolley’s, wheelchairs, patients’ lockers Stand/walking for the majority of shift.

Application of antithrombolytic stocking (frequently) Transfer of patients to and from other departments Passive limb movements (frequently)

Occasional restrictive movement to treat patients, e.g., stooping to apply complex dressing post surgery, working around equipment, day patients managed in chairs etc.

Kneeling for long periods to manipulate cannulae

Inter & intrahospital transfer/escort of critically /acutely ill patients Movement of renal replacement equipment, dialysate/filtration fluids and supplies within and outwith renal services (up to 20kgs weight short periods ongoing)

# Mental Demands : Several times per shift ,ongoing, long periods over 20mins, intense predictable/unpredictable

Concentration required when checking documents/patient notes and calculating drug dosages, whilst subject to frequent interruptions from patient/relatives/team members.

Concentration required when observing patient behaviours which may be unpredictable

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Concentration required when performing nurse led activities whilst subject to frequent interruptions from team members, phone etc.

Concentration required when documenting and interpreting clinical observations and responding to subtle physiological changes in patients condition

Concentration required when administering and adjusting continuous drug infusions rate to maintain blood pressure whilst subject to frequent interruptions from patients/relatives and colleagues

Concentration when operating specialised renal equipment

Challenging the values/beliefs/decisions of multi-professional teams and taking appropriate action

Maintain high level and consistent professional behaviour in unpredictable and stressful situations

Ability to react swiftly and appropriately to sudden changes in patient clinical conditions, environment of care, optimising bed capacity and supporting staff Ensuring duty rotas provide adequate cover in consultation with Senior Charge nurse/Charge nurse/Lead nurse

Managing emergency/chronic and acute caseload within and outwith the department

Simple and complex discharge planning and ensuring multi professional/multiagency involvement

Concentration required when disclosing information relating to patients to third parties

Concentration required for minor fault finding for Home dialysis patients (via telephone)

Managing patients during on-call or outwith department without direct supervision from senior nursing/medical team

# Emotional Demands : Several times per shift ongoing long periods over 20mins, intense predictable/unpredictable

Communicating with and supporting distressed/anxious/worried patients/relatives.

Caring for the terminally ill/end of life care.

Caring for patients/relatives following receipt of bad news. Dealing with patients with severely challenging behaviour Care of patient after death (Weekly/Fortnightly)

Communicating with sensory impaired people (Vision, hearing, voice etc) Support patient with altered body image

Managing aggressive patients/relatives

Care of patient with special needs, e.g. learning disability Care of the critically/acutely ill/emergency situations Supporting patients awaiting diagnosis, recently diagnosed

Supporting/educating patients/relatives/significant others to participate in the planning and provision of care

Caring for families/carers following sudden/unexpected death of patient. (Every few months)

Caring for patients/families/carers faced with delays in commencing planned renal replacement therapies

High volume client group with short stay

Caring for patient and family, and staff before, during and after transplantation

Caring for patients with progressive disease and supporting relatives over long term

Delivery of education/support to patients/carers pre and post dialysis

**Working Conditions: Several times per shift**

Exposure to body fluids, faeces, emptying bed pans/urinals, catheter bags Exposure to verbal aggression

Exposure to infected and infectious materials and patients. (Isolation & Barrier Nursing)

Shift patterns, Day and Night Rotation and Emergency on call (Haemodialysis 1 in 10 minimum per month)

Peritoneal dialysis telephone enquiries Temperature

Exposure to physically aggressive behaviour (variable) Exposure to and control of substances hazardous to health.

Cramped working conditions, large volumes of patients, portering chairs Exposure to portable X-rays/guided imagery/radiotherapy/cytotoxic agents Lone working including home visits,

Exposure to blood/ dialysis effluent due to high volume sampling and treatments

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| **10. DECISIONS AND JUDGEMENTS**  The Registered Nurse will be responsible to the Senior Charge Nurse for clinical guidance and professional management, work review and formal appraisal of performance.  The Registered Nurse has responsibility for managing a defined caseload working within professional guidelines.  The Registered Nurse will regularly allocate, co-ordinate and assess the work of the team and individuals using own initiative.  The Registered Nurse will be responsible for the assessment, monitoring, evaluation and interpretation of patient condition and early detection of deterioration using critical judgement and reasoning and responds appropriately.  Deputises in the management of the area in the absence of the Senior Charge  /Charge Nurse. | |
| **11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**  Effective management and prioritisation of competing demands within an unpredictable environment  In the absence of the Charge Nurse/Senior Charge Nurse provide cover to ensure the effective resource management of the ward.  Having the ability and experience to challenge decisions made by members of the Multi-Disciplinary Team which may be unusual or not in the patients best interests. | |
| **12. JOB DESCRIPTION AGREEMENT**  A separate job description will need to be signed off by each postholder to whom the job description applies. | |
| **Job Holder’s Signature:** | **Date:** |
| **Head of Department’s Signature:** | **Date:** |