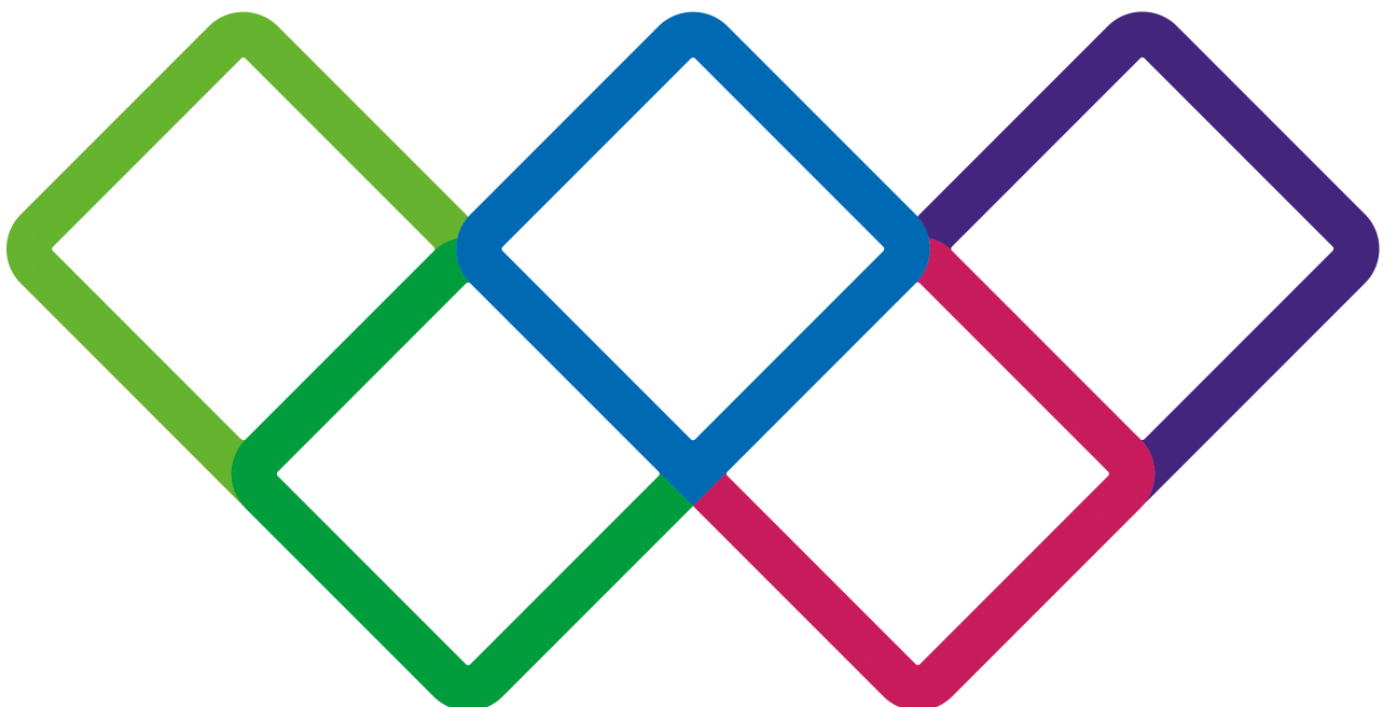




Staff Nurse Band 5

Reservist Programme

JOB DESCRIPTION



About our organisation

Chelsea and Westminster Hospital NHS Foundation Trust provide services from two main hospitals, Chelsea and Westminster Hospital and West Middlesex University Hospital, and a number of clinics across London and the South-East.



Chelsea and Westminster Hospital NHS Foundation Trust provide services from two main hospitals, Chelsea and Westminster Hospital and West Middlesex University Hospital, and a number of clinics across London and the South-East.

We have over 6,000 members of staff that are **PROUD to Care** for nearly one million people. Both hospitals provide full clinical services, including full maternity, emergency and children's, in addition to a range of community-based services across London, such as award-winning sexual health and HIV clinics.

We're one of the safest and best performing Trusts in the country. We're also one of the top trusts to work for – our staff say they're engaged, motivated, and would recommend us as a place to work and receive treatment.

In 2020, The Trust was rated by the Care Quality Commission as 'Outstanding' in the well-led and use of resources domains and 'Good' in the safe, effective, caring and responsive domains. The Trust as a whole was 'Good', but the Chelsea site was 'Outstanding'.

Our facilities are some of the best in the country. We have been investing around £10 million a year in our estate. We are currently spending c. £25 million on expanding our adult and neonatal critical care facilities at Chelsea and Westminster and redevelopment of our children's unit at West Middlesex – in partnership with our charity, CW+ and generous donors.

Our priorities

1. Deliver high-quality patient-centred care

Patients, their friends, family and carers will be treated with unfailing kindness and respect by every member of staff in every department and their experience and quality of care will be second to none.

2. Be the employer of choice

We will provide every member of staff with the support, information, facilities and environment they need to develop in their roles and careers. We will recruit and retain people we need to deliver high-quality services to our patients and other service users.

3. Deliver better care at lower cost

We will look to continuously improve the quality of care and patient experience through the most efficient use of available resources.

Our staff

Our staff survey results show that our Trust continues to have high levels of job satisfaction. Striving to improve this even further remains our priority of being an employer of choice. This means not only attracting staff, but keeping them through investment in learning and development, career progression and attention to work/life balance.

Job title	Staff Nurse
Band	Band 5
Responsible to	Ward Managers
Accountable to	Project Manager
Type of contract	Reservist
Days per year	32 days
Location	NWL

Trust Values

The Trust has launched its values to patients and members of the public to demonstrate the standard of care and experience they should expect from any of our services.

These values form the mnemonic **PROUD**:

Putting patients first

Responsive to, and supportive of, patients and staff

Open, welcoming and honest

Unfailingly kind, treating everyone with respect, compassion and dignity

Determined to develop our skills and continuously improve the quality of care



***proud
to care***

Job Summary

- To maintain and deliver a high standard of nursing care, demonstrating a professional and ethical responsibility
- To build on clinical experience, leadership and teaching skills through nursing practice
- To demonstrate a commitment to the mentorship of pre and post registration learners
- To be involved in the development and implementation of outreach work and other service developments
- To act as a coordinator of the clinic in the absence of a senior member of the nursing team

Key working relation relationships

- Patients and their Carers Nursing and Medical Staff
- Senior Staff Nurse / Junior Sister
- Sister / Charge Nurse
- Clinic Manager
- Multidisciplinary Team
- Directorate / Divisional Nurse

Roles and responsibilities

CLINICAL PRACTICE

1. Assesses, plans, implements and evaluates individualised evidence based patient care in accordance with trust philosophy
2. Prioritises care and workload and ward activities appropriately
3. Participate in planning safe, effective discharge to home or other care setting.

4. Ensure all strategies policies and protocols relating to infection control are implemented and monitored and that appropriate and timely action is taken in response to ensuring the prevention and control of infection.
5. Undertake duties as determined and delegated by the nurse in charge and reports back to the nurse in charge.
6. Effectively and professionally deals with emergency situations
7. Adheres to local and national policies and guidelines e.g. Trust's dress code policy
8. To be aware of Clinical Governance and the impact it has on care.
9. Ensures safe practice with regard to moving and handling; slips trips and falls; and sharps disposal.
10. Provides accurate documentation of patient care in accordance with trust standards
11. Makes and receives telephone calls with due courtesy, effectively imparting and recording information.
12. Actively participates in promotion of education for patients, relatives and colleagues.
13. Awareness of emergency protocol:
 - Phone
 - Crash trolley
 - Exits
 - Security
14. Works proactively under the direction of the Nurse-in-Charge and comply with management requests from the Temporary Staffing Manager, Clinical Site Manager, Modern Matron and any other Senior Manager.

MANAGEMENT

EDUCATION

- To assist in the on-going development of the clinic as an effective learning environment
- To take an active role in the identification and facilitation of the educational needs of junior members of staff and students
- To incorporate research and audit findings into clinical practice
- To undertake relevant professional development as discussed within a yearly appraisal with their Manager

PROFESSIONAL RESPONSIBILITIES

- Provide a holistic and safe approach to patient care
- Adheres to NMC code of conduct
- Communicates effectively within the Multi-Disciplinary Team
- Works to maintain a safe patient environment through risk assessment and management
- Contributes to the correct reporting and handling of incidents and accidents
- Ensure that your Continuing professional Development is kept up to date
- To be familiar with all Trust Policies and Procedures

- Maintains strict confidentiality in relation to information about patient and staff in accordance with the Data Protection Act and Caldicott Guidelines.
- To be aware of the standards of behaviour expected in relation to Equal Opportunities and to carry out duties in accordance with those standards outlines in the Trust's Equal Opportunities Policy.
- To promote a sensitive and caring approach to patients, visitors and colleagues
- To ensure communications with patients and their relatives are supportive and informative with due regard to confidentiality
- To be responsible for and demonstrate one's personal professional development and maintain up to date clinical skills
- To be aware of responsibilities under the NMC'S Code of Professional Conduct
- To recognise clinical and professional limitations and seek advice from Senior Colleagues as necessary
- To be aware of current developments with nursing, the Trust and the NHS, including Clinical Governance
- To work shift patterns and weekends to suit the needs of service delivery

COMMUNICATION

Ensure all communication, which may be complex, contentious or sensitive, is undertaken in a responsive and inclusive manner, focusing on improvement and ways to move forward.

Ensure all communication is presented appropriately to the different recipients, according to levels of understanding, type of communication being imparted and possible barriers such as language, culture, understanding or physical or mental health conditions.

These duties are not exhaustive and will be reviewed with the post holder, allowing for amendments within the broad scope and band level of the role

General

This job description may be subject to change according to the varying needs of the service. Such changes will be made after discussion between the post holder and their manager.

All duties must be carried out under supervision or within Trust policy and procedure. You must never undertake any duties that are outside your area of skill or knowledge level. If you are unsure you must seek clarification from a more senior member of staff.

Person Specification

Job title	Staff Nurse
Band	Band 5

Evidence for suitability in the role will be measured via a mixture of application form, testing and interview.

Essential: E Desirable: D

Trust Values	
Putting patients first	E
Responsive to, and supportive of, patients and staff	E
Open, welcoming and honest	E
Unfailingly kind, treating everyone with respect, compassion and dignity	E
Determined to develop our skills and continuously improve the quality of care	E

Education and Qualifications	
Registered Nurse	E
Evidence of recent continuing professional development	E
Patient Assessment	E
Compliant with Information Governance	D
Worked with PGDs	D
Counselling course/ study days	D
Teaching course	D

Experience	
Experience of health promotion and education. Evidence of teaching and assessing	E
Experience of working in a multidisciplinary team	E
Experience of case load management	D
Experience of nurse-led clinics	D
Experience of 1-2-1 patient assessment and treatment	D

Skills and knowledge	
Able to manage patients with culturally, sexuality and gender sensitive issues	E
Able to support patients receiving bad news Knowledge and understanding of confidentiality	E
Awareness of current nursing issues	D
Ability to work with minimal supervision	D

Demonstrates knowledge of stress management	D
Good communication	E
Competent in IT	E
Teaching and assessing	D
Good leadership skills	D

Personal qualities	
Ability to recognise individuality and rights for each patient in relation to their values, attitudes and beliefs and working with the patient accordingly	E
Non-judgemental	E
Demonstrates a genuine interest in the whole speciality team approach	E
Flexible	E
Commitment to self-development within the field	E
Demonstrable evidence of being able and willing to understand our Trust values of respect, kindness, excellence and safety, with behaviour which reinforces these values	E