

Job Description

Job Title:	Staff Nurse
Job Band:	Band 5
Department:	Ophthalmology
Responsible to:	Lead Nurse

Why join The Dudley Group?

Here at the Dudley Group our patients and staff are at the heart of all that we do to offer a high-quality patient experience in a caring and supportive environment that aligns with our vision of providing excellent health care, improved health for all.



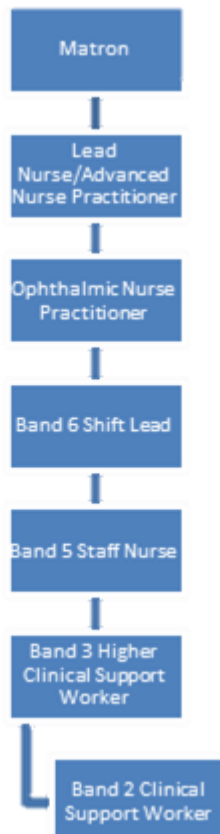
Job Summary

The post holder is responsible for the management of the Nursing Unit/Department during the shift, including the organisation of the Nursing Unit/Department activities and the management of



staff and resources. The post holder will support the Lead Nurse and Matron in developing and monitoring services and the quality of care experienced by patients.

Structure Chart



Principal Duties & Responsibilities

Clinical and Professional Leadership

- To manage a group of patients during a shift, to take responsibility for the patient. To achieve and to maintain a high standard of nursing care.
- To assess plan, implement and evaluate programmes of care for individuals ensuring a high standard of nursing practice at all times
- To undertake a nursing management caseload of a designated group of patients in order to assess and prioritise care.
- To communicate effectively with patients and visitors and ensure that their needs for information are met.



- To ensure patients are involved in decisions about their care and treatment and that they have sufficient information to do this.
- To perform diagnostic tests e.g. OCT, Corneal Topography, venepuncture and cannulation and any other diagnostic tests as required. Supervise others training to do these tests
- To perform additional clinical roles relevant to the specialty and participate in the training, supervision and assessment of others learning these roles.
- To have an in depth knowledge of the Nursing process and promote and support the use of the agreed model of individual patient care.
- To develop and maintain effective working relationships with colleagues from other disciplines.
- To provide expert nursing advice as appropriate to patients in the Eye Department
- To take a lead / link nurse role on behalf of the unit (e.g. tissue viability/ medical devices).
- To participate in meeting the health education/promotion needs of patients and carers.
- To take responsibility for maintaining high standards of all relevant documentation and audit information.
- To deputise where necessary for the shift lead.
- To act as patient advocate during consultations ensuring patients views are taken into account in the decision making process
- To participate in the development and evaluation of new techniques in ophthalmology in consultation with medical and other professional staff and to co-operate with staff participation in ethical research processes.
- To help maintain motivation of department staff and encourage them to develop professional expertise.
- To promote awareness and implementation of research based practices relating to area of work.



- To maintain own professional development within the statutory requirements of the NMC to include, maintaining and improving knowledge and expertise in current developments, nursing management and practice, attending courses, study days, etc.
- To resolve minor concerns and complaints from patients and visitors and pass serious complaints on as per policy.
- There may also be a requirement to undertake other similar duties as part of this post in order to provide a quality service. These will be consistent with the level of responsibilities outlined above.
- To participate in promotion of clinical governance, standard setting, service improvements, implementation and audit.

Education, Training and Development

- To assist in the creation of an environment, for all grades of staff, conducive to learning, assisting Clinical Support Workers, Nursing Cadets, Student Nurses and Post –basic students by encouragement, support and facilitation to achieve their objectives. To act as a practice assessor for Student Nurses/NVQ assessor for Clinical Support Workers.
- To participate in the teaching of student nurses and post basic students, displaying commitment and understanding of the changes in educational programs.
- To act as a preceptor to new team members, providing support, encouragement and individual personal development.
- To assist in the development of the professional skills of junior nursing staff
- To develop own management skills and assist in developing the managerial and professional skill of junior nursing staff.
- To promote a critical analytical approach to the delivery of nursing care.
- To assist with the promotion of research and implementation of relevant findings to the ward nursing practice.

Personal



- To keep up to date with clinical, professional, managerial developments and relevant NHS initiatives.
- To deputise as necessary for the shift lead across the full range of responsibilities.
- To be familiar with and comply with all statutory regulations and Trust Policies.
- To provide a positive image of the Trust.
- To maintain and improve knowledge and expertise in current developments and future trends in relation to nursing management and practice, including the Trust's Strategy for Nursing and Scope of Professional Practice.
- To be familiar with and comply with Trust policies to include:
 - Cardiac arrest
 - Health and Safety at Work
 - Fire
 - Major Emergency
 - Disciplinary Procedure
 - Patients Property
- To attend the following demonstrations / lectures on an annual basis:
 - o Lifting and handling – paying special attention to the unique manual handling issues that arise on a daily basis in order to deliver dialysis
 - o Fire
 - o Basic life support
 - o Other renal specific updates as specified in appraisal documentation
- To maintain current registration with the NMC and to comply with standards set by them.
- There may also be a requirement to undertake other similar duties as part of this post in order to provide a quality service. These will be consistent with the level of responsibilities outlined above.

Organisational Values

The post holder will:

Care: You will listen, be respectful and treat others with compassion and kindness.

Respect: You will behave with respect to everyone you meet and encourage an inclusive culture where we respect the contribution everyone makes.

Responsibility: You will take responsibility for yourself and your team.



There may also be a requirement to undertake other similar duties as part of this post to provide a quality service. These will be consistent with the level of responsibilities outlined above.

This job description may be reviewed from time to time considering developments and may be amended in consultation with the post holder.

Location

The Trust provides services from different sites. You may be expected to work at any of the Trust locations. These include Russells Hall Hospital, Dudley Guest Hospital and Corbett Hospital as well as various community-based sites across the borough.

Code of Conduct

It is expected that all staff would be able to show that they live our trust values in their work and that they will deliver the essential behaviours in their role.

Staff are expected to adhere to Trust policies and procedures which establish standards of good practice as well as follow any codes of conduct which are relevant to their own profession.

Equality, Diversity, and Inclusion

All Trust staff have a responsibility to embrace the diverse cultures of both our staff and the communities that we serve, and as such, all staff should ensure that equality, diversity, and inclusion are embedded in their work philosophy and reflected in their behaviour. Equality, Diversity, and inclusion are pivotal to the values and vision of the Dudley Group so that they shape everything that you do every single day.

Safeguarding Children and Adults

All Trust staff have a responsibility to ensure the safeguarding of children, young people, and vulnerable adults. This includes attending statutory and mandatory training, adhering to local Safeguarding Children and Adults policies and procedures and inter-agency guidance as showed in the Trust's Safeguarding policies and procedures.

Improvement Practice

The trust has a long-term commitment to its continuous quality improvement programme; "Dudley Improvement Practice." As part of your role, you will be asked to take part in improvement activity relevant to your post.

No Smoking

The Trust is a completely Smoke Free Organisation and all premises will be considered No Smoking Zones.



Health and Safety

The Trust has a duty of care to employees and will ensure that, as far as is practical, adequate training, facilities and arrangements for risk avoidance are in place.

It is the individual employee's responsibility, however, to manage their own health and wellbeing.

All Trust employees must follow relevant Health and Safety legislation and the Trust's policies relating to Health & Safety and Risk Management.

Prepared by:	Julia Phillips, ANP/Lead Nurse
Date:	June 2021



CARE

A CARING, KIND AND COMPASSIONATE PLACE: We will support people to have joy in work and to treat each other with compassion and kindness.



RESPECT

A PLACE WHERE COLLEAGUES RESPECT ONE ANOTHER: We will behave with respect towards everyone we meet to encourage an inclusive culture where we all believe in and live by our Trust values.



RESPONSIBILITY

A WORKFORCE FOR NOW AND THE FUTURE: Making Dudley the place people want to be and stay because everyone has a role to play and takes responsibility for themselves and their teams.