

## Job Description

<b>Job title</b>	General Nurse	<b>Job family</b>	Healthcare
<b>Reporting to</b>	Clinical Services Manager	<b>Job code</b>	HC/TBC
<b>Location</b>		<b>Evaluation Date</b>	04/12/2014

### Main Purpose

To undertake and manage direct patient care, having participated fully in the assessment, planning and evaluation of care needs. Undertake the delivery of care, including individual and group sessions, to agreed quality standards as prescribed by internal procedures and health legislation.

### Key Accountabilities

#### Quality

1. Adopt a systemic, individual approach to all patient care plans and communicate the outcomes to the clinical team both verbally and in writing, ensuring all CPA and risk assessment documentation is kept up to date.
2. Ensure effective communication of any concerns relating to patient care.
3. Deputise in the absence of the Ward Manager and their Deputy to manage the staffing and clinical needs of the ward as required.
4. Support and supervise new or junior staff.

#### Innovation

5. Assist and support regional management in developing and implementing new services.

#### Value

6. Manage the assessment, implementation and evaluation of individual patient care plans while promoting a professional working environment to ensure a high standard of patient care.

## **Knowledge & Skills**

First level registration.

## **Experience**

Experience will have been acquired through professional training in a related environment.

## **Autonomy & Impact**

Organises and prioritises own workload within established procedures, focussing on short-term objectives. Refers complex issues to senior staff. Oversees work of junior staff.

## **Intelligent Problem Solving**

Problem solving is based on acquired knowledge, skills and experience usually requiring the adaptation of existing systems and processes in response to clinical needs.

## **Responsibility**

### **Staff**

May be required to allocate and oversee the work of junior colleagues/staff.

### **Budgets & equipment**

Delegated responsibility for the care, security and maintenance of equipment, drugs and other consumables on the ward/department.

### **Informatics**

Shared responsibility for the confidentiality, security and accuracy of patient records, data and information. Ensuring good quality patient documentation, which meets the Regulatory guidelines and statutory requirements.

## **Communication & Interaction**

Communication and interpersonal skills are a key feature of the role which will usually involve Activities such as coaching, counselling etc.

## **Working environment**

The problems faced by patients may present difficult and challenging situations, which may heighten the physical, sensory and emotional demands of the role.

## **Special Features**

The role holder must undertake Continuing Professional Development.

## Upholding Company Values

Competency	Req'd Level	Descriptors
<b>Quality - Of care, treatment, of facilities and of staff</b>	<b>2</b>	<ul style="list-style-type: none"> <li>✓ Checks quality of own work</li> <li>✓ Follows procedures</li> <li>✓ Corrects errors and mistakes</li> <li>✓ Complies with relevant regulatory and statutory requirements</li> </ul>
		<ul style="list-style-type: none"> <li>✓ Double checks accuracy of own and work of others</li> <li>✓ Carefully monitors and checks the accuracy and quality of others' work</li> <li>✓ Values the input and expertise of colleagues</li> <li>✓ Keeps clear, detailed records and files</li> </ul>
<b>Innovation - Being forward thinking and thought leaders</b>	<b>2</b>	<ul style="list-style-type: none"> <li>✓ Adapts new services already introduced in other areas within the group</li> <li>✓ Amends these services to suit the needs of the local service</li> </ul>
		<ul style="list-style-type: none"> <li>✓ Proposes new services to regional management, taking into account the local needs of the area</li> <li>✓ Assists and supports regional management with developing and implementing these new services</li> </ul>
<b>Value - Due to transparency and flexibility</b>	<b>2</b>	<ul style="list-style-type: none"> <li>✓ Prices services in line with local needs</li> <li>✓ Reacts to local feedback regarding pricing of services</li> </ul>
		<ul style="list-style-type: none"> <li>✓ Regularly reviews services and price points adjusting where appropriate</li> <li>✓ Adjusts prices in line with demand for services</li> </ul>