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Job Description

Registered Nurse

Location	Kingfisher/Osprey
Reports To	Home Manager/Deputy Manager
Contracted Status	Permanent, Full Time Employee

Purpose of the job:

To be responsible and accountable for providing the highest standards of nursing, clinical and personal support, while promoting independence and choice, to the people we support.

Directly lead and supervise a team of support staff as required at the respective service, ensure the smooth and efficient management of the respective shift by assessing, prioritising, planning, delegating and monitoring work activities of the support team.

To ensure that all safeguarding responsibilities are implemented in line with the organisations safeguarding and whistleblowing policies and procedures.

Key responsibilities

1. To be accountable for assessing, planning, implementing and evaluating person centred plans for people we support, consulting with and involving the individual, as well as relevant others (e.g. family, support staff, health and social care professionals) where appropriate.
2. To be responsible for managing a team of support staff including daily and formal supervision, as required.
3. To provide and maintain a high quality, efficient service delivery which promotes independence by leading through example.
4. To monitor teamwork areas and work practices to ensure safety and relevant legislation, policies, standards and guidance are followed and met.
5. To contribute to the ongoing assessment of people we support, including assessment of new people, observing any change in their health and well-being and ensuring this is managed and recorded in an appropriate and timely way.
6. To be responsible for nursing support, ensuring that peoples nursing needs are recorded to a high professional standard and to record all information in accordance with the organisations procedures and NMC guidelines.
7. To be responsible for the ordering, safe storage and administration of medicines.
8. To support people with their physical care, personal hygiene needs and daily life tasks and skills as required by their person-centred plan (PCP), ensuring that their independence is preserved and developed as far as possible and affording appropriate levels of privacy and dignity.

9. To participate in the training and development of support staff in undertaking care tasks and oversee support staff undertaking delegated nursing tasks.
10. To assist in the assessment and monitoring of wider staffing requirements, reporting problems to the relevant manager.
11. To be 'Nurse in Charge' in on their respective shift their absence and be accountable for service provision in line with respective legislative framework of the service.
12. To work in partnership with others including colleagues in other teams at the service, as well as liaising with external health and social care professionals.
13. To support and facilitate communication with their relatives, friends, professionals and other members of staff, in order to ensure the continuity of quality and safety in the provision of support.
14. To cover on-call for the service on a rota basis where required to do so.
15. To be responsible for developing and sustaining own continuing professional development (knowledge, clinical skills and professional awareness) in line with the NMC revalidation and the organisations processes.
16. To maintain confidentiality and professional boundaries.
17. To comply with all health and safety policies and procedures.
18. To comply with the organisations and any local safeguarding and mental capacity act (MCA) policies and procedures.
19. To work within the regulatory compliance requirements applicable at the respective service.
20. To maintain an awareness of individual risk assessments relating to specific support needs, for example, dysphagia, mobility and safety.
21. To participate in supervision, staff meetings and training activities (including updates), sometimes off site and outside of normal hours, as required.
22. To undertake additional responsibilities as requested by the Service Manager following the successful completion of specific training and personal skills development.
23. To undertake any other reasonable duties as requested.

Safeguarding Responsibilities

24. To support the manager to maintain a culture within the service where people's rights are respected and that they are protected from all forms of harm, abuse, and neglect, through strong and positive leadership.
25. To support the manager to fully implement the organisations safeguarding and whistleblowing policies, ensuring the staff team know them, know where to find them and that they follow them.
26. To report all safeguarding issues to the manager without delay.
27. To support the manager to ensure that where any harm is experienced by a person, they are made safe immediately and it is reported to the local authority safeguarding team without delay
28. To ensure staff are adequately inducted in relation to safeguarding and whistleblowing.
29. Promote an open culture where staff and people supported feel safe and comfortable to report concerns without the fear of any reprisals.
30. To read, sign and comply with the organisations Fundamental Standards without exception.
31. To follow the Duty of Candour.

Specific requirements of the service (Kingfisher/Osprey)

- To carry out delegated keyworker duties as directed by the manager and deputy.
- To manage the allocation of each shift.
- To attend the daily 10/10 meetings.
- To proactively seek referrals where needed for people.
- To be very familiar with all support plans, communication needs and clinical needs for all people at the setting.
- To work with all people living at the setting and take part in training where required to enable them to do this.
- To lead the team proactively, positively and role model good practice across the setting.
- To problem solve and look for solutions working closely with the manager and deputy.

Person specification Essential requirements

- To be a registered nurse, holding current registration with NMC.
- To be able to demonstrate relevant post qualification learning would be advantageous.
- Thorough and up-to-date knowledge of nursing theory and best practice at the level of a qualified nurse (level 5), being able to demonstrate effective nursing practice in all basic registered nurse procedures.
- Understanding of the NMC code of conduct and relevant practice standards and guidance.
- Any other level of professional development and registration as indicated by purchaser, regulator or the organisation dependant on location.
- To have a thorough understanding of assessing clinical and personal support needs and how to write and review comprehensive personalised support plans to include risk assessment.
- To have a first aid qualification would be advantageous.
- To have experience of providing direct personal and social support (to have prior experience of working with people who have physical and/or learning disabilities would be advantageous).
- To have experience of supervising a team of staff would be advantageous.
- To be able to work flexibly within rostered hours and participate in the on-call rota as required.
- To have a genuine commitment to the values and ethos of Dolphin Care.

Key competencies and skills

- Demonstrate an empathetic and caring approach ensuring that dignity and respect is maintained.
- Able to work under own initiative and as an effective team member being able to prioritise own workload and that of others, delegating work and prioritising activities as required.
- Demonstrate awareness of evidence-based practice.
- Demonstrate sound observational skills to identify potential or actual changes in health status of people we support.
- To have good verbal and written communication skills in English and a good level of numeracy to be able to maintain accurate records.
- Computer literate, able to use standard Microsoft packages.

- To be discreet and able to maintain confidentiality

Employee Name		Signed		Date	
Manager's Name		Signed		Date	