

Registered Nurse

Organisation: Cambridge Nursing Home

Location: London

Position Type: Paid/ Contract

Part/Full Time: Flexible

Contact:

Contact Email:

JOB SPECIFICATION

Requirements

- To ensure that the physical, psychological, emotional and spiritual well-being of all Service Users (SUs) is maintained at the highest possible level in the pleasant, safe and harmonious environment of the Home.
- To maintain Confidentiality at ALL times
- To be aware of their responsibilities in maintaining the Health & Safety of all SUs
- Washing and bathing SUs, ensuring that they maintain a good level of personal hygiene, care of hair, scalp, nails, dentures, teeth, feet and toe nails
- Feeding needs of clients who are incapable of feeding themselves, serving meals in a presentable manner.
- To care for incontinent residents and meeting their special needs
- To care for the elderly frail SUs
- Pressure areas care and preventing sores where possible, applying cream to the SU
- To take care of the SUs clothes and personal belongings
- To ensure that SUs are suitably dressed at all times
- To tidy SUs rooms and wardrobes ensuring their rooms are clean and tidy at all times
- To ensure SUs' clothes are laundered daily/weekly
- To take reasonable care to prevent damage to clothing, equipment etc
- To take care of the dying, and when necessary assisting the person in charge in the last offices
- To participate in activities for the general leisure and social care of the SUs
- To remove and dispose of clinical and other domestic wastes and place in the appropriate containers for disposal
- To participate in the assessment and reviews of to assess the needs of each SU when requested
- To monitor the needs of each SU and report any change of needs to the Senior Registered Nurse and the Clinical Manager
- To be involved with other carers in establishing and formulating possible alternative methods of care to facilitate individual SUs needs when requested
- To encourage SUs to learn new skills, take up new interests and activities and maintain those they already have
- To seek to understand the emotional and personality problems among SUs and to work through such problems with the assistance of other professionals in group sessions where necessary.
- To assist in various leisure activities outings where necessary

- To help SUs when necessary in casual shopping (but never proprietary drugs -see drugs policy) to assist residents in selection of clothing
- To be fully aware of emergency fire exits and equipment
- To be able to use emergency equipment if necessary and be able to practice
- To know of and put into practice when required the drill for emergency evacuation in case of fire.
- To report all accidents and incidents, however minor to the Senior Registered Nurse or Clinical Manager in charge
- To report defects in equipment to the management and comply at all times to the policies of the Home in relation to Health & Safety policy at work
- To support the Senior Registered Nurse
- To ensure Senior Care Assistants are training Care Assistants correctly
- To assign break time slots to the carers on your floor
- To liaise with other Registered Nurses when required
- To report to the Senior Registered Nurse as and when needed
- To ensure Care Plans are always updated and in a good order
- To attend, and if necessary, to organise regular meetings with all the Registered Nurses for peer learning and transfer of knowledge
- To renew your PIN when needed and to provide the Administration and Management team with the original card to make a copy for our records. It is your duty to ensure that you we have a copy of your current PIN
- To administer medication in a safe manner
- To take responsibility for decision of whether a Service User should be admitted to hospital. The Clinical Manager must be informed

Clinical

- To assess individual service user for their personal, physical and psychological needs using the correct nursing assessment tools in use within the Home.
- To plan professionally recognised and evidence based nursing care using models of nursing care.
- To implement evidence based nursing care as planned and to ensure planned nursing care are implemented for all service users during a span of duty daily, weekly and monthly.
- To evaluate all nursing care implemented as required and take appropriate measure.
- To record all nursing care implemented using the documentation as appropriate.
- To discuss with the Registered Manager developments and changes both nursing and medical, which affect service users' care directly or indirectly.
- To take all measure to ensure the safety of service users. To report all accidents/incidents to the manager, also completing the relevant forms/incident books correctly.
- To ensure that the nursing procedures are implemented and maintained in accordance with the policies of the home and professional Codes of Conduct of the Nursing and Midwifery Council (NMC).
- To ensure the safe care and custody of service users' property/valuables and other personal effects in line with the agreed policy and procedure.
- To make decisions on behalf of the Home. For example, whether a service user should be sent to hospital. We expect all nurses have the experience and confidence to make key decisions and to justify their decisions.
- To assess, plan, implement and evaluate/review care of service users.

- To ensure registered nurses assess, plan, implement and evaluate/review care of service users.
- To use comprehensive assessment identifying service users needs using the agreed model of nursing care.
- To initiate treatment plans, using the care programme approach within the multi-professional setting.
- To monitor and evaluate programmes of care ensuring effective use of resources and updating plans within agreed time limits.
- To ensure care plans are updated for reviews.
- To ensure that you and all the staff actively participate in multi-professional team, CCG and social services reviews.
- To prepare for weekly GP visits with the registered nurses and senior care assistants.
- To monitor standards of professional performances within the Home, taking action and inform management where necessary.
- Ensuring effective communication of actions to the Registered Manager and the Operations Director.
- To actively participate in individualised nursing care and the developing of nursing responsibilities for individual service users.

Responsibility and accountability

- You are accountable to the Senior Registered Nurse and the Clinical Manager
- All staff are responsible for his/her own actions or inactions
- All staff must be in good health and must report to Senior Registered Nurse and a member of the management team of any sickness, infections, diseases and other condition which may affect their work
- You are responsible for all of the carers on your floor

Personal and Professional development

- To maintain knowledge of current trends in health care and in the profession
- To participate as required in service user dependency studies and quality assurance programmes
- To attend courses for your own professional development in your time and the time organised by the employer
- To keep up to date with research and advances in nursing and to implement individualised nursing care
- To comply with the statutory requirements of the Health and Safety at Work Act in attending fire and safety instruction

Personal Attitude

- Registered Nurses must have a genuine interest in caring for the elderly. Being practical, flexible, and hardworking would be an advantage.
- All care workers must be trustworthy, reliable and of good character.
- He/she should have the following characteristics:
 - ✓ To show respect for the Individual SU at ALL times
 - ✓ To maintain dignity, privacy and confidentiality of the SU
 - ✓ Seek to establish and develop a relationship with the clients and encourage participation in the activities of the home and encourage interaction between clients.
 - ✓ You must take pride and care in your daily work.
 - ✓ You must adhere to codes of dress set by the Home.

- You must accept constructive criticism in a positive manner and move forward to find solutions as and when required.
- You must be approachable at all times

This job description is not exhaustive and will be subjected to periodic review and revision.