

ROLE BRIEF

Department:	Dufferin
Job Title:	Registered Nurse
Responsible To:	Matron
Location:	Crowborough, East Sussex
Key Duties:	<p>1. Clinical</p> <ul style="list-style-type: none"> • To deliver at all times high quality nursing care by assessment of patient need, implementation of care and evaluation of progress/outcome, in line with national and corporate standards. • To work co-operatively with medical staff and other member of the multidisciplinary team in order to ensure positive outcomes for each patient episode. • To be actively involved in nursing research projects in support of clinical practice, and participate with the Sister in the conceptual development of nursing practice, including the development and formulation of evidence-linked multidisciplinary care pathways. • To assist in the formulation of procedures and standards, and to participate in clinical and organisational audits for the maintenance and development of a quality service. • To ensure that advice and information given to patients and/or relatives is appropriate and meets their needs. <p>2. Management</p> <ul style="list-style-type: none"> • To provide professional and managerial leadership by accepting delegated responsibilities from the Senior Sister or Sister in their absence. • To contribute to the general management of the Centre by undertaking the duty nurse role out-of-hours in accordance with relevant corporate and departmental guidelines. • To continually review the nursing workload in all areas, deploying staff accordingly, and utilising all resources effectively to deliver quality care at all times, whilst operating within pre-determined nursing costs. • To maintain and develop a harmonious and co-operative relationship within the unit/ department with other disciplines and external agencies. • To maintain sound lines of communication to all staff, patients and visitors. • To take a lead role in an emergency situation where appropriate until further help arrives. • To ensure that accidents and complaints are fully documented and that steps are taken to prevent recurrence, informing appropriate senior management

	<p>limited to):</p> <ul style="list-style-type: none"> • compliance with clinical procedures and protocols, including uniform and dress code • the use of personal protective equipment • safe procedures for using aseptic techniques • safe disposal of sharps. <p>Please take due care at work, reporting any accidents, incidents or near misses to your line manager and record them on the Datix system.</p>
Equal Opportunities	<p>Horder HealthCare's Equal Opportunities Policy tells you all about our commitment to ensuring that no patient, colleague or prospective colleague is discriminated against, whether directly or indirectly on the grounds of: gender, sexual orientation, age, marital status, responsibility for dependants, disability, religion, creed, colour, race, nationality, ethnic or national origin, trade union activity, social background, health status, or is disadvantaged by conditions or requirements which cannot be shown as justifiable.</p>
Confidentiality	<p>You'll make sure that no confidential information is disclosed about Horder Healthcare or its associated companies (including information about patients and colleagues) to any unauthorised person.</p>
Safeguarding	<p>You'll be aware of the key issues in safeguarding children and vulnerable adults from significant and serious harm. Reporting safeguarding concerns to appropriate professionals and recording incidents accurately.</p>
People Managers	<p>You have a responsibility to manage your team, ensuring safe staffing levels at all times. You should ensure all new team members are effectively inducted onto your department; making sure that mandatory training is complete and kept up to date. You should effectively manage your team members monitoring performance and absence, using the HR policies and procedures.</p>
Review	<p>Whilst this role brief outlines the main duties of your role identified at the date of issue, you may be required to carry out additional tasks as requested by senior colleagues.</p> <p>Your role may be subject to amendments in the light of the changing needs of the business, and will be reviewed periodically, which we'll discuss with you first.</p>
Role Brief Agreement	<p>I have read this role brief and understand the contents of my day-to-day duties. I also understand that this role brief may change over time with the business needs of Horder Healthcare. I understand that the role brief will therefore be subject to periodic review.</p> <p>Colleague name:</p> <p>Colleague signature:</p> <p>Date:</p>