

## ROLE BRIEF

<b>Department:</b>	<b>Day Services/Pre-Assessment Unit</b>
<b>Job Title:</b>	<b>Registered Practitioner</b>
<b>Responsible To:</b>	<b>DSU and Pre-Assessment Manager</b>
<b>Location:</b>	<b>Crowborough, East Sussex</b>
<b>Key Duties:</b>	<p><b>1. Clinical</b></p> <ul style="list-style-type: none"> <li>• To deliver high quality clinical care by assessment of patient need, implementation of care and evaluation of progress/outcome, in line with national and corporate standards.</li> <li>• To work co-operatively with colleagues and other member of the multidisciplinary team in order to ensure positive patient care.</li> <li>• To ensure that advice and information given to patients and/or relatives is appropriate and meets their needs.</li> <li>• To carry out pre-admission screening adhering to THC policies and protocols</li> <li>• To ensure all strategies policies and protocols relating to infection control are implemented and monitored and that appropriate and timely action is taken in response to ensuring the prevention and control of infection</li> </ul> <p><b>2. Education</b></p> <ul style="list-style-type: none"> <li>• To accept responsibility for determining your own professional needs and setting goals and objectives through relevant processes to meet these needs, monitoring progress at regular intervals.</li> <li>• To supervise and guide the work of junior colleagues, providing a suitable learning environment.</li> <li>• To participate in “in-house” training sessions and attend meetings and discussions to inform practice, when required.</li> <li>• To take every opportunity to maintain and improve knowledge and professional competence, in line with the NMC Scope of Professional Practice/ Health Professional Council./Chartered Society of Physiotherapists/ Royal College of Nursing ( as applicable)</li> </ul> <p><b>3. Professional</b></p> <ul style="list-style-type: none"> <li>• To be personally accountable for own actions and omissions in line with the NMC Professional Code of Conduct./ Health Professional Council</li> <li>• To act in such a manner as to satisfy public trust and confidence, to uphold and enhance the good standing and reputation of the nursing profession and The Horder Centre.</li> <li>• Participate fully as a team member, sharing knowledge and information and supporting colleagues, including support staff to promote a cohesive team and the achievement of unit and hospital objectives</li> </ul>

	<ul style="list-style-type: none"> <li>• To work flexibly to support the needs of the hospital</li> <li>• To maintain sound lines of communication to all staff, patients and visitors.</li> <li>• To provide professional leadership by accepting delegated responsibilities from senior staff.</li> <li>• To ensure that accidents and complaints are fully documented and that steps are taken to prevent recurrence, informing appropriate senior management staff.</li> <li>• Ensure the effective and efficient use of supplies within the department in line with Horder Centre guidelines.</li> <li>• To maintain and develop a harmonious and co-operative relationship within the department and with other disciplines and external agencies.</li> </ul>
<b>Key Knowledge, Skills and Experience:</b>	<p><b><u>Must Haves</u></b></p> <ul style="list-style-type: none"> <li>• Post registration experience within an acute hospital setting</li> <li>• Evidence of ongoing personal development</li> </ul> <p><b><u>Nice to Haves</u></b></p> <ul style="list-style-type: none"> <li>• Clinical experience in orthopaedics, pre-assessment and a mentorship qualification will set you apart from the rest</li> </ul>
<b>Health and Safety:</b>	<p><b>The Health Act 2008</b> Code of Practice for Prevention and Control of Healthcare Associated Infections:</p> <p>You will carry out your duties in a way that maintains and promotes the principles and practice of infection prevention and control. You will comply with national standards, policies, guidelines and procedures. I</p> <p>This will include (but is not limited to):</p> <ul style="list-style-type: none"> <li>• compliance with clinical procedures and protocols, including uniform and dress code</li> <li>• the use of personal protective equipment</li> <li>• safe procedures for using aseptic techniques</li> <li>• safe disposal of sharps.</li> </ul>
<b>Equal Opportunities</b>	<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 dependents , 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>
<b>Confidentiality</b>	<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>

<b>Safeguarding</b>	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.
<b>People Managers</b>	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.
<b>Review</b>	<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>
<b>Role Brief Agreement</b>	<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><b>Colleague name:</b></p> <p><b>Colleague signature:</b></p> <p><b>Date:</b></p>