

POST TITLE: Staff Nurse (RMN/RNLD)

RESPONSIBLE TO: Manager/Deputy Manager

JOB DESCRIPTION

Purpose and summary of job:

To achieve the highest possible standard of care in a professional manner by providing direct nursing care to service users experiencing mental health problems. Effective supervision of Staff, working within a Multi-Disciplinary Team to deliver needs based care.

To assist in providing high quality care and a safe and therapeutic environment. To take charge on a regular basis and to assist in the supervision and development of Junior Staff, Nurses, Support Workers and students. To support the development of evidence based practice.

MAIN RESPONSIBILITIES:

Care:

1. Be responsible for the co-ordination, assessment, planning, implementation and evaluation of individual Service Users programs of care. With a focus on risk assessment and risk management strategies, ensuring that the requirements of the Care Program Approach are met in a timely manner.
2. Ensure that all Staff contribute to the efficient running of the home and the creation of an atmosphere conducive to the best interests of the Service Users. Duties may include acting up for the Manager in their absence.
3. Report any ill health amongst Service Users and make requests for R.M.O / GP / Professional visits where necessary.
4. To support empowerment of Service Users having regard for their dignity, rights and advice, whilst maintaining professional responsibility for individuals in our care.
5. Ensure that individual care plans are completed and maintained in conjunction with Service Users, Relatives and other Health Care Professionals, and in accordance with NMC guidelines.
6. To participate in the planning, delivery and evaluation of specific therapeutic interventions.
7. Assess Service Users in all aspects of their care needs to provide health supervision and attention through direct Nursing Care when needed.

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8. Assist social and health care needs of new Service Users to maintain on-going assessment and review of all other Service Users.
 9. Carry out regular checks on Service Users at intervals determined by the Manager.
 10. To support the development of the process and practices of My Path and Recovery.
 11. Administer prescribed medicines and document the same in accordance with Cygnet Health Care procedure and CQC guidelines.

Communication:

12. Participate in Staff and Service User meetings and attend training sessions as required.
13. Understand and ensure the implementation of the home's Health and Safety Policy, Emergency and Fire Procedures.
14. Establish and maintain good communication with Service Users, Relatives and with the multidisciplinary team.
15. To assist in the maintenance of and promotion of effective communication with Service Users, relatives, staff and other agencies, whilst developing good relationships, promoting education and awareness of the role of the service.

Marketing:

16. Actively market the home and promote a positive personal / professional profile within the local community.

Training & Development:

17. Supervise junior Staff in all aspects of their work and by example, teach and guide them. Attend any training sessions that may be organised.

Health & Safety:

18. Report immediately to the Manager, or the person in charge, any illness of an infectious nature or accident incurred by a Service User, colleague, self or another.
19. Understand and ensure the implementation of the home's Health and Safety Policy, Emergency and Fire Procedures.
20. Report to the Manager, any faulty appliances, damaged furniture or equipment or any potential hazard.

General:

21. Promote and ensure the good reputation of the home. To act as a positive role model, maintaining professionalism and demonstrating a positive attitude towards Service Users, their families visitors and others.

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22. Adhere to all appropriate NMC guidelines / regulations.
 23. To demonstrate non-discriminatory practice in all aspects of work.
 24. Maintain and improve professional knowledge and competence.
 25. To act in a supervisory role and/or nurse in charge as required, co-ordinating the nursing and support team in the delivery of effective care within the agreed resources.
 26. Maintain all logbooks and records as required by both the registering authority and the Directors of the Group.
 27. To assist in ensuring quality targets are met in accordance with agreed standards.
 28. Notify the Manager as soon as possible of the inability to report for duty, and also on return to work, from all periods of absence.
 29. Ensure that all information of confidential nature gained in the course of duty is not divulged to third parties according to NMC guidelines.
 30. Ensure the security of the home is maintained at all times.
 31. To participate in agreed systems of appraisal and individual performance review within the role of both employee and Manager.
 32. Adhere to all Group policies and procedures, and protocols within the defined timescales, CQC standards and guidelines, Department of Health guidelines and legislations, including the Mental Health Act and Code of Practice.
 33. Undertake other duties, as required, by the Manager.

JobholderSigned Date:

ManagerSigned Date: