

AVON & WILTSHIRE MENTAL HEALTH PARTNERSHIP NHS TRUST

JOB DESCRIPTION

Job Title:	Staff Nurse
Pay Band:	Band 5
Responsible to:	Ward Manager
Base:	See attached
Hours:	See attached

Job Purpose

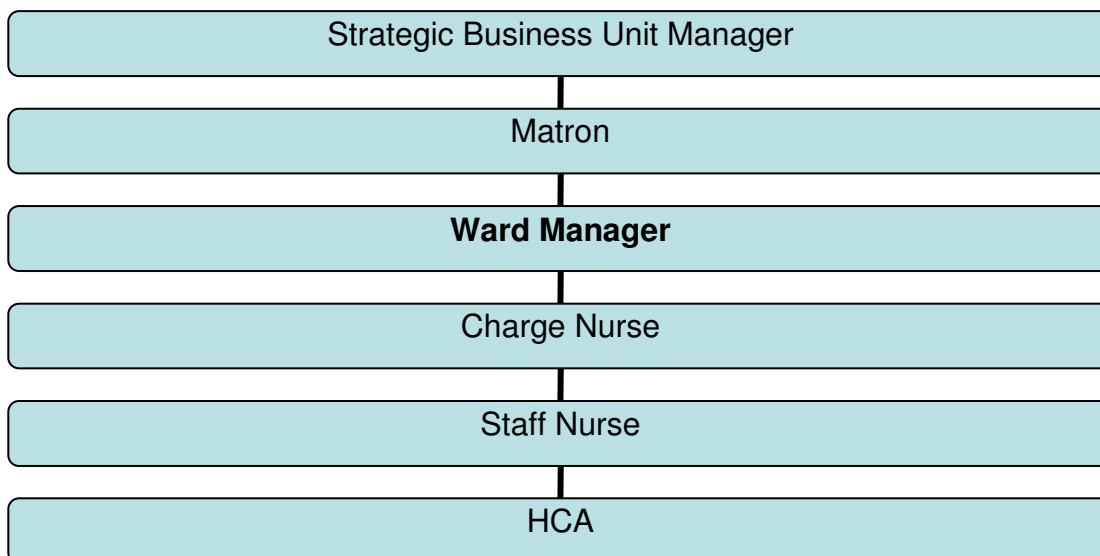
To provide, and supervise the delivery of high standards of nursing care to service users, in accordance with up-to-date evidence-based professional practice and AWP policies.

AWP Recovery Statement

We in AWP place recovery and reablement at the heart of our service. Therefore we all demonstrate the recovery principles of:

- Hope
- Partnership
- Maximising opportunities every day, in all that we do.

Organisational chart:



Dimensions:

Budget Managed: £

Number of staff responsible for:

Number of sites working across:

Key Result Areas**1. Clinical Practice Management****Objective:**

To carry out clinical practice within designated clinical areas, ensuring that high quality evidence-based nursing assessment, care planning, interventions and evaluations for patients is provided. This will include:

- Undertaking a comprehensive, person-centred, nursing assessment and prepare care plans in consultation with the service users to provide the best nursing care
- Implementation of care and rehabilitation programme
- Evaluation of effectiveness of care provided in partnership with users
- Ability to implement research-based practice
- Following successful completion of preceptorship, ability to supervise junior and unqualified staff
- Ability to administer medicine within relevant Trust and legislative guidance e.g. NMC Standards for Medicines Management 2010 and the Misuse of Drugs Act 1971.
- Ability to undertake risk assessment and develop risk management strategies for individual clients; ICPA/SAP to people who present with mental health problems.
- Demonstrate a working knowledge of the key elements of relevant mental Health Legislation
- Ensure the ordering storage, administration and disposal of medication complies with relevant trust and legislative guidance e.g. NMC Standards for Medicines Management 2010, Misuse of Drugs Act 1971 and MHA (1983)

2 Teaching, Education & Health Promotion**Objective:**

To use own skills, knowledge and resources to provide mentoring opportunities for staff within designated areas and promote positive attitudes towards mental health. This will include:

- Regular provision of advice and mentoring to staff.
- Support the provision of an appropriate learning environment for pre- and post-registered students, novice practitioners, and new team members as directed.

3 Continuing Professional Development

Objective:

- To maintain and develop professional knowledge, skills and expertise to ensure that practice reflects best practice, remains evidence based, is current and responsive to meet changing patient and NHS service needs, as outlined in the NHS Plan (2000).
- Abide by the legal rules, statutory regulations and professional responsibilities relating to practice as outlined in the NMC's 'The Code': Standards of Conduct, Performance and Ethics for Nurses and Midwives
- Take responsibility for post-registration education and for continuing professional development as outlined in NMC Standards.
- To receive clinical supervision in accordance on a contracted and regular basis from an identified Senior Practitioner, as per trust Clinical Supervision Policy.
- To be aware of the need for appropriate management support and supervision from the line manager, and to maintain records of these meetings.
- Maintain Health and Safety in accordance with the Health and Safety at Work Act (1974).
- Work to the Clinical and Personnel Policies and Procedures of AWP Trust.
- Maintain up to date knowledge of relevant medicines, related medication management issues and act in accordance with the appropriate NMC standards and Trust policy, and ensure that others also work within these guidelines.

4. Finance and Workforce

Objective;

To make best use of available workforce resources based on agreed staffing models ensuring provision of best care possible. Follow Trust and Service Policies in regard to the security of the building/clients, to ensure safe practice and protection of clients, staff, visitors and members of the general public

- To take part in PEAT and environmental risk assessments as requested so that best use is made of resources.
- Manage temporary staffing resources in line with AWP best practice guidance
- Ensure that service provision is both safe and therapeutic within span of knowledge.
- Effective time management
- Utilize electronic rostering systems (Rosterpro)
- Participate in education and training opportunities

- To take charge of the Unit in the absence of the Charge Nurse or Clinical Team Leader
- To be familiar with and comply with all Policies & Procedures operational within the Trust

5 Record Keeping and Administration

Objective:

To maintain standards of record keeping and associated administration in accordance with AWP Trust Policy and local joint arrangements and professional guidelines. This will include:

- The upkeep of contemporaneous, chronological and accurate mental health records in accordance with relevant NMC Guidelines and Trust Policy.
- Work under the direction of '**Essence of Care**' lead.
- Contribute to the achievement of Controls Assurance Standards relating to Records Management within their span of control.
- Maintain safety of clients and staff within the Unit and ensure legal obligations are fulfilled.

6 Evidence-Based Nursing, Practice Development & Clinical Audit

Objective:

To contribute to practice development activity and evidence-based mental health nursing. This will include:

- Undertake relevant practice development/research activity.
- Take part in a rolling programme of audit.
- Comply with activity as outlined in "***The Essence of Care***".
- Work within the framework of AWP and Department of Health Research Governance.

8 Professional Nursing Advice

Objective:

- Contribute to providing professional nursing advice within the post-holder's area of responsibility and span of knowledge.

Communication and Working Relationships

INTERNAL

Multidisciplinary Team
Staff from other areas & Trusts
CPA Co-ordinator
MHA Administrator
Ward Manager

EXTERNAL

Advocacy Groups
Social Services
Voluntary Organisations

Policies and Procedures

Trust employees are expected to follow Trust policies, procedures and guidance as well as professional standards and guidelines. Copies of Trust policies can be accessed via the staff intranet or from your manager.

Confidentiality

Much of the work is of a confidential nature. This means that no discussion should take place about the care, needs, or activities of any service user, except in the clear interest of that service user or other members of staff. Staff are reminded that personal information concerning colleagues is also confidential

Equality and Diversity

Avon and Wiltshire Mental Health Partnership NHS Trust is committed to the fair treatment of all people, regardless of their gender, race, colour, ethnicity, ethnic or national origin, citizenship, religion, disability, mental health needs, age, domestic circumstances, social class, sexuality, beliefs, political allegiance or trades union membership.

Smoking

Smoking by Trust Staff is not permitted whilst on duty whether that be on Trust premises or grounds or out in the community. Staff must also be mindful of public perception and must therefore not smoke whilst travelling in Trust identified vehicles or when in uniform or can otherwise be identified as Avon and Wiltshire Partnership Mental Health Care NHS Trust staff.

Review

These duties are intended to be a guide to the post and should not be considered exhaustive. It is subject to review, depending on the needs of the department. The post holder will be encouraged to participate in any such review. The Trust is committed to regular performance appraisal (including setting objectives for review annually) and agreement of personal development plans for all staff to enhance their ability to fulfil the requirements of their post.

Staff Nurse Band 5

Person Specification

Essential knowledge, skills, experience

- RN3: Mental Health Nurse, Level 1
- Able to plan, implement and evaluate resident care and act accordingly if untoward changes occur
- Maintain accurate, appropriate records
- Knowledge of medication rounds and safe administration and disposal of drugs
- Practical experience of providing high quality care and exceeding expectations
- Able to develop an excellent therapeutic relationship; function as named nurse undertaking all aspects of the nursing process in order to provide best possible patient care
- De-escalation and listening skills
- Able to communicate effectively and efficiently with other members of the team
- Leadership skills(motivating, using initiative, change management)
- Effective report writing to provide clear relevant information for ward rounds, case Conferences, MHA tribunals etc..
- Control and restraint, and breakaway trained
- Mental Health Act 1983
- NMC's 'The Code': Standards of Conduct, Performance and Ethics for Nurses and Midwives
- Able to demonstrate experience of effective risk assessment and management
- Experienced in current developments in mental health care and nursing practice
- Maintain patient confidentiality
- Motivated to provide the highest standard in a changing service
- Understanding of the importance of Health and Safety
- Able to demonstrate an awareness of the importance of equal opportunities
- Willingness to undertake further training relevant to clinical area. Demonstrable commitment to own structured training and development programme.
- Able to recognise signs of stress in self and in others.

Desirable knowledge, skill, experience

- Experience of basic counseling and group work
- Able to undertake clinical supervision, appraisal, mentorship, teaching and preceptorships for Student nurses, bands 2, 3 and 4 staff. Ensure all personal development needs are reported to team leader.
- Clinical supervision.