

Qualifications and post basic education:	Registered Nurse Evidence of continuing education. Completion of 'Flying Start' programme.	Post Basic Course Project work associated with the clinical environment Evidence of study at degree level	Application form Professional portfolio	
Experience:	A minimum of 1 year experience in a relevant clinical area Motivated to work in the speciality Insight into particular demands of department Evidence of undertaking mentorship role Evidence of achieving KSF foundation gateway.		Application form Interview	
Knowledge & Skills:	Motivated to continue professional development notably within the speciality. Proven ability to organise workload and delegate tasks appropriately. Able to use initiative. Well developed written and verbal communication skills Demonstrate Clinical Decision making skills within limitations of experience. Understanding of Clinical Governance issues.	Exposure and experience in information technology Demonstrate competence in clinical skills relevant to the area of employment	Application form Interview	
Personal Attributes:	Able to work effectively within a team situation. Motivated and committed to further development of skills and knowledge. Flexible and adaptable		Interview	

JOB DESCRIPTION TEMPLATE

1. JOB IDENTIFICATION

Job Title:	Staff Nurse Band 5
Responsible to (insert job title)	Senior Charge Nurse - Band 7
Department(s):	Ward 118/116 (RIE) General ICU/HDU
Directorate:	Critical Care
Operating Division:	Lothian University Hospitals Division - Medical Services
Job Reference:	URC-SR-CRC-W116-NUR3 URC-SR-CRC-W116-NUR4
No of Job Holders:	
Last Update (insert date):	

2. JOB PURPOSE

As part of a multidisciplinary team the post holder will have responsibility for assessment of care needs, the development of care plans and the implementation and evaluation of these, ensuring the delivery of high quality care to patients.

The post holder has responsibility and accountability for maintaining both clinical and staff governance.

3. DIMENSIONS

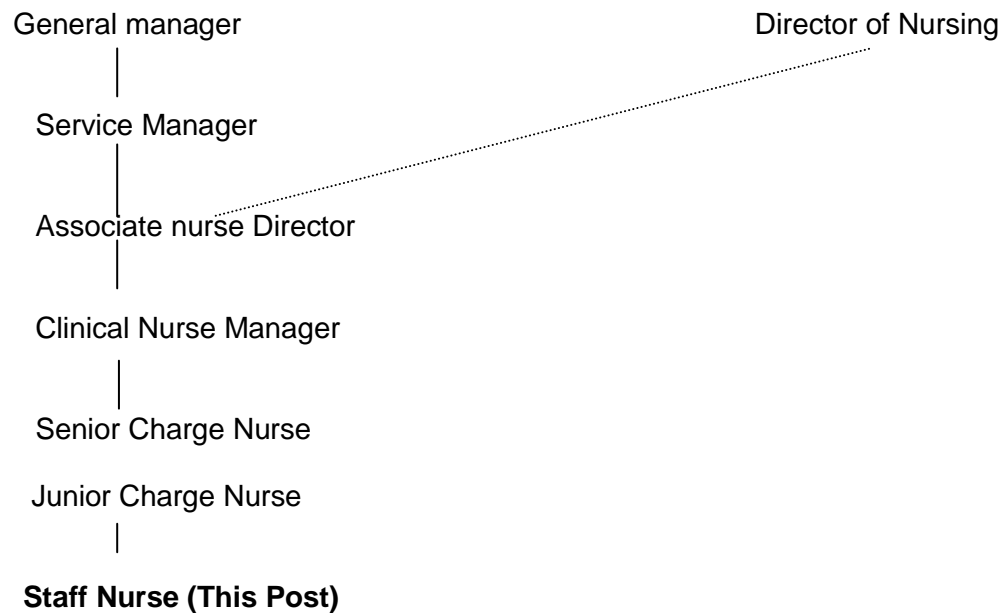
The post holder is not responsible for managing the budget but needs to be aware of the resources available and the need to work within the financial envelope.

The post holder will have junior staff/learners reporting to them on patient care.

The post holder will supervise junior members of staff, learners, patients and carers.

The post holder's primary post will be within an 18 bedded ICU/HDU.

4. ORGANISATIONAL POSITION – Medical Services



5. ROLE OF DEPARTMENT

The Directorate of Critical Care provides adult General ICU and HDU on the Royal Infirmary of

Edinburgh (RIE) site, General ICU, Level 2 HDU, Level 1 Surgical HDU and a Community High Dependency Service at the Western General Hospital (WGH).

The services on both sites are consultant led. A highly skilled multiprofessional team delivers quality care.

The national contract for Liver Transplantation and Thoraco-Abdominal Aortic Aneurysm surgery is based on that RIE site, however this site also admits patients from all other specialties.

The major upper GI surgery service for Lothians is based in the RIE.
The colorectal surgery service for Lothians is based on the WGH site

The WGH has, as its main ICU speciality, neurosciences, however admits from all other specialty and general area.

The regional burns unit is based on the St Johns Hospital site.

6. KEY RESULT AREAS

Professional

Practice at all times within the Nursing and Midwifery Council Code of Professional Conduct.

Develop the role by using evidence-based practice and continuously improve own knowledge, following PREP guidelines.

Clinical

Responsible for the assessment of care needs and the development, implementation and evaluation of programmes of care for patients to ensure delivery of a high standard of care.

Maintain effective communications with patients, relatives and other members of the multidisciplinary team to ensure that appropriate information is shared and patient needs are met.

Work within the defined policies, procedures, standards and protocols of the Ward, Department Directorate and Division and report outcomes to senior nursing staff to enable monitoring of standards of care

Organise own workload to ensure that the interests of patients/clients are met.

Participate in clinical audit and research as required.

Develop and maintain a sound knowledge base and practice relevant to the clinical setting.

Managerial

Maintain departmental stock levels, through ordering of stores, ensuring the economic use of all resources.

Lead, supervise and assess junior staff/learners ensuring competencies are met whilst providing care to patients.

Supervise junior staff / learners and act as a source of advice to ensure their educational needs are met.

Recognise importance of resolving complaints timeously and effectively at local level and escalate as appropriate.

Ensure patients property and valuables that are received by the ward for safekeeping are secured and processed as division policy.

Participate in orientation and appraisal of junior colleagues and learners.

Education

Demonstrate a commitment to personal continuing professional development and actively participate in professional personal development plans.

Participate in teaching programmes, mentoring of junior colleagues and learners.

7a. EQUIPMENT AND MACHINERY

Post holder is expected to have knowledge and ability to use all equipment used in the area however may not have daily clinical involvement.

What	Use
Cerebral function analyser monitor (CFAM)	Machine to monitor cerebral function
Intra cranial pressure (ICP) monitoring	Machine to monitor pressure in the brain
Electroencephalograph (EEG)	Machine to assess electrical brain activity
Electrocardiograph (ECG)	Machine to assess electrical heart activity
Intra aortic balloon pump (IABP)	Machine to assess pressure in the aorta
Central venous pressure monitoring (CVP)	Machine to assess the central venous pressure
Arterial pressure monitoring	Machine to assess invasive blood pressure
Ventricular assist device (VAD)	Device used occasionally to assist ventricular activity
Non - invasive monitoring	Machine to assess non invasive blood pressure, oxygen saturations and temperature
Pulmonary artery pressure monitoring	Machine to assess pulmonary artery pressure
Jugular bulbar monitoring	Machine to mixed venous oxygen saturation
Transoesophageal Doppler	Machine to monitor cardiac output
Cardiac output monitor	Machine to monitor cardiac output via pulmonary artery catheter

Doppler	Machine to locate blood vessels
Compartment monitor	Machine to monitor intercompartment pressure
Blood warmers	Machine designed to heat blood prior to administration
Warming/cooling blankets	Machines to increase/decrease body temperature
Invasive ventilator	Machine designed to assist respiration by connecting to an endotracheal tube that is inserted into the patient's lungs
Non-invasive ventilator CPAP BiPAP	Machines designed to assist respiration by connecting to a mask or tracheostomy
Intermittent positive pressure ventilators (BIRD)	Machine to promote lung function
Air compressors	Machine to deliver nebuliser therapy in areas without piped air
Intubation equipment	Equipment used to initiate artificial respiration
High/low pressure suction equipment	Machines to regulate suction pressure for removal of respiratory or wound secretions
End tidal CO ² monitoring	Machine designed to measure the level of CO ² that is expired by a patient
Respiratory rate monitor	Machine designed to count the patient's respiratory rate
Respiratory spirometer	Machine to record respiratory capacity
Extra corporeal membrane oxygenation (ECMO)	Machine designed to improve cell oxygenation in cases of severe respiratory distress
Nitric oxide machine	Machine designed to administer nitric oxide
Blood gas analyser	Machine designed to assess levels of specified blood products from arterial blood
Compression boots	Machine used to aid venous return from legs
Bronchoscope	Telescopic equipment required to examine the lungs, bronchi and trachea
Rotational therapy Proning mattress	Therapeutic mattress used in extreme respiratory distress
MARS machine	Machine designed to filter toxins from the liver by recycling blood
Renal replacement therapy	Therapy used in the event of a patient having renal failure

Haemofiltration machine Haemodialysis Machine	Machines designed to filter toxins from the blood
Peritoneal dialysis machine	Machine designed to remove toxins from the blood via recirculation through the peritoneal fluid
Infusion devices Syringe drivers Patient controlled analgesia (PCA) pumps Epidural pumps Enteral & parenteral nutrition pumps	Machines designed to administer specific medicines and fluids at specific rates
Transport equipment Ventilation Monitoring Fluid control Suction	Equipment designed to support a patient who is being transported between 2 points. Functionally the same as stated above but dependent on battery power

7b. SYSTEMS

What	Use
Wardwatcher Audit System	Scottish Intensive Care Society (SICS) audit system into which staff input clinical and demographic data
PWA	Personnel management system
Patient notes	Collection of patient information in one location
PAS (TRAK)	Patient administration system – electronic collection of non clinical patient information
DATIX	Incident reporting system
APEX	Laboratory results reporting system
Toxbase	National Poisons Database
Intranet	Accessing Policies and Procedures
Data Protection Legislation'	

8. ASSIGNMENT AND REVIEW OF WORK

The Post holders work is generated from the patients needs, the services within the division, legislation and performance indicators set by the Scottish Executive Health Department. The outcome of this will benefit the quality of the service to the patient.

The post holder will be responsible to the Ward Manager who will provide clinical guidance, professional

management, work review and formal appraisal of performance.

Workload will be assigned by the Ward Manager or Deputy however the post holder will have responsibility for managing their defined workload within their professional body.

9. DECISIONS AND JUDGEMENTS

Analysis and assessment of patient condition to establish the continuing care plan.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Achieving a balance between the demands of direct patient care within existing resources in a complex dynamic clinical area.

Maintaining up-to-date clinical skills and knowledge.

Addressing the equality and diversity needs of patients and staff.

11. COMMUNICATIONS AND RELATIONSHIPS

Internal:

The post holder will be expected to communicate and liaise with the patient, their relatives and the multidisciplinary team involved in the provision of care.

Communicate with the Senior Nurse/Ward Manager regarding patient condition, workload issues and personal development.

Communicate with other relevant departments which will include Estates, Supplies, Human Resources, Fire Officer, Infection Control, education departments Health and Safety regarding issues in clinical area and personal development.

External:

Social Services regarding patient discharge.

Scottish Ambulance Service regarding patient transport.

Community Health Practitioners regarding patient care.

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Examples may include:

Physical Skills:

Administer intravenous injections and or intra-muscular injections, syringe pumps and infusions.

Insertion of urinary catheters.

Removal of sutures / clips.

Placement of naso-gastric tubes.

12-lead ECGs.

Intravenous cannulae / venepuncture.

Intravenous additives.

Blood Glucose monitoring.

Advanced life support.

Semi-automatic Defibrillator.

Continuous Positive Airway Pressure Management.

Advanced maintenance of patient's airway (ambu-bagging).

Tracheostomy care.

Dialysis Equipment.

Invasive and Non Invasive ventilation.

Haemofiltration.

Invasive and non-invasive equipment

Physical Demands:

Patient movement with use of mechanical aides, manoeuvre patients.

Push trolley's, wheelchairs.

Stand/walking for the majority of shift.

Activities of daily living.

Ergonomics.

Mental Demands:

Concentration, required due to the nature of the ward managers role in a specialist clinical setting. They will be subject to frequent direct and indirect interruptions from patients, relatives and the multidisciplinary team.

Concentration required when observing patient behaviours which may be unpredictable.

Time management.

Communication difficulties (multidisciplinary, multicultural, deaf, blind)

Developed leadership skills.

Developed responsibility skills.

Service changes.

Organisational changes.

Political agendas.

Workforce planning.

Emotional Demands:

Communicating with distressed/anxious/worried patients/relatives in an acute traumatic setting.

Communicating complex issues with the multidisciplinary team.

Caring for the terminally ill and their relatives.

Caring for patients following receipt of bad news and supporting relatives.

Personal / interpersonal stressors.

Spiritual.

Working Conditions:

Exposure to body fluids several times each shift.

Exposure to verbal aggression high frequency.

Temperature / air quality of working environment.

Ergonomics.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

First Level Registered Nurse (adult branch)

Evidence of team working skills with ability to work using own initiative.

Effective listening and interpersonal skills.

Time management skills/ability to prioritise workload.

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Date:

Job Holder's Signature:

Date:

Head of Department Signature: