

NHS Lothian

Post: Staff Nurse Band 5 - L-GEN-NM-CS-SN

PERSON SPECIFICATION

In order to be shortlisted you must demonstrate you meet all the essential criteria and as much of the desirable as possible. When a large volume of applications are received for a vacancy and most applicants meet the essential criteria then the desirable criteria is used to produce the shortlist.

Criteria	Essential	Desirable	How assessed
Personal traits:	<p>Understands and demonstrates the NHS Lothian's values of quality, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviours and attitudes</p> <p>Committed to the development and maintenance of good relationships with colleagues, patients and the community.</p> <p>Excellent communication skills (verbal and written) with an ability to communicate well with staff at all levels</p> <p>Motivated to work in the speciality and flexible and adaptable.</p>	<p>Demonstrates an interest in contributing to the development of the service.</p> <p>Motivated and committed to further develop skills and knowledge.</p> <p>Good time management skills</p>	<p>A I R</p> <p>A, I,R</p> <p>A, I,R</p> <p>A, I,R</p>
Qualifications and Training	RGN	Evidence of recent continuing professional development	<p>C</p> <p>A, I</p>
Experience and Knowledge:	<p>Evidence of working in a variety of clinical settings.</p> <p>Demonstrates use of evidence based practice.</p> <p>Willingness to undertake mentorship course, if not already completed</p> <p>Have an awareness of NHS Lothian policies and procedures</p>	<p>Experience of working with patients in a community setting</p> <p>Evidence of completing mentorship course.</p> <p>Knowledge and understanding of wide range of community based services including Primary Care, Health & Social Care</p> <p>Knowledge of recent government strategies – national and local</p>	<p>A I R</p> <p>A, I</p> <p>I</p> <p>C</p> <p>A, I</p>

		Experience and knowledge relevant to the community nursing role e.g. palliative care, tissue viability and diabetic management Understanding of relevant community nursing policies and procedures	A, I A, I
Skills and or Abilities:	Be able to work independently or as part of a team and use initiative Ability to organise and plan delegated workload appropriately. Demonstrate effective clinical decision making skills and an understanding of Clinical Governance. Competent in the use of various IT systems used in the clinical setting	Appropriate delegation of work and supervision of more junior staff Range of clinical skills including, catheterisation, wound management, palliative care, diabetic management. Competent in the use of various IT systems used in the community setting	A I R I I, C A, I, R
Specific Job Requirements:	Car driver with current driving licence Post holder may be required to work flexibly across several different sites around Lothian	Previous experience of lone working	A I R, C

Key – how assessed

A = Application form	I = Interview
C = Copies of certificates	T= Test or exercise
P = Presentation	R = References

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title:	Care Home Team Staff Nurse Band 5
Responsible to:	Care Home Clinical Lead
Department(s):	Care Home Team
Directorate:	ELCHSP
Operating Division:	NHS Lothian
Job Reference:	L-GEN-NM-CS-SN
No of Job Holders:	New Post
Last Update:	30 December 2020

2. JOB PURPOSE

The practice population of East Lothian is 103,000 (2015) and in the 2015 census East Lothian was identified as the area in Scotland that is expected to have the largest growth of over 65yr olds in the next 25 years. The area covers 15 GP practices.

The post holder will work collaboratively with both sides of the care home team, this includes working alongside Nurse Practitioners and the care home team Liaison nurse to deliver safe effective nursing advice and interventions to care home residents and staff.

Support and promote the ongoing development of all Nursing and Care Staff working in the Care Home environment enhancing the quality of care delivered in order to minimise risk. Identify areas for improvement, establish links for training and development opportunities for Care Home Staff

To provide clinical advice and support and work in collaboration with the Multidisciplinary Partners

3. DIMENSIONS

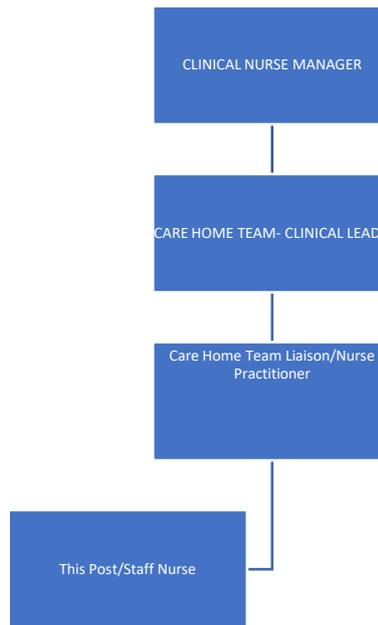
Local Authority and Private Care in East Lothian

Local Authority and Private Care Homes

The post holder;

- Will have an awareness of budgetary constraints with no budgetary responsibilities.
- Have access to order supplies to support their role as required

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

East Lothian Care Home Advisory Team has responsibility to provide ongoing support and education to all Care Homes within East Lothian – both private and local authority. There are approximately 650 care home beds within East Lothian.

The post holder will be part of the Care Home Advisory Team and the Nurse Practitioner Team and will be expected to participate in the development of the team and the supervision of other members of the team.

The Care Home Team will work collaboratively with members of other nursing teams and with a wide range of professionals/agencies both within Primary and Secondary care and with colleagues from the local authority and independent sectors.

6. KEY RESULT AREAS

1. To act as a specialist resource and provide care, advice and support to Care Home staff and other agencies to promote best practice and ensure appropriate delivery of care is provided
2. To negotiate and influence decisions in relation to patient care in order to promote the best possible negotiated outcome for the service user
3. To participate in the development and delivery of a multi –agency quality in care model
4. Recognize and promote areas of good practice, identify areas where improvements are required, enabling staff working in the care home environment to develop competencies, minimising identifiable risks and preventing unnecessary hospital admissions and a need for additional Primary Care and / or Social Work input
5. Contribute to the planning and prioritise organisation, delivery and evaluation of training sessions to meet the needs of Nursing and Care home staff
6. Demonstrate and facilitate practice, which value individuals in their working environments in support of their personal and professional development. This includes provision of teaching and learning through a wide range of methods. Support and encourage continued learning linked to Personal and Professional development
7. Provide leadership and facilitation to Nursing and Care home staff ensuring all solutions are educationally viable, dynamic, forward thinking, clearly linked to service provision, designed to enhance ownership of education initiatives, and so advance delivery of effective patient care by practitioners who are fit for purpose and practice
8. Work with Partnership Agencies to encourage and implement communication and networking strategies to ensure education and further training meets competing organisational agendas for example NMC, SSSC and National Care Home Standards. This will require active engagement with a wide range of professional groups both internally and externally
9. To establish and maintain effective communications and relationships with patients, carers, statutory / voluntary partners and members of the extended Primary Care team thus promoting collaborative working and effective co-ordination of services
10. Maintain written and electronic records and provide reports when required for East Lothian Health and Social Care Partnership
11. Practice and comply with the legal and ethical framework set out by Nursing, Mental Health and Adult Protection related legislation, all NHS Lothian statutory policies and NMC Code of Conduct.
12. To facilitate the ongoing process of Professional and Personal development for self including participation in the teaching, assessment, orientation, clinical supervision and induction programmes. Ensure that ongoing personal and professional development needs are identified and met within the framework of e KSF and PDPR.
13. Facilitate and educate the care home registered nursing staff to complete Vaccination Programmes

7a. EQUIPMENT AND MACHINERY

- Personal Mobile Phone
- Access to Telephone, Personal Computer and other IT equipment as required
- Access to a Car for travelling if required
- Range of equipment to support clinical nursing assessments

7b. SYSTEMS

- Personally generated patient notes
- Input into computerised patient activity system
- TRAK / Eassess / Framework I / GP IT systems / Care Home IT systems if available

8. ASSIGNMENT AND REVIEW OF WORK –

- The post is largely self-directed however work will be assigned by the Clinical Lead in response to the needs of patients and the service
- Work is reviewed by the Clinical Lead
- The Post Holder will have a Professional Personal Development Plan which is reviewed 6 and 12 monthly by their line manager.
- The post holder will work autonomously and may treat or give advice in relation to patients or refer to another member of the multidisciplinary team.
- The post holder also has a large education and developmental role, and this is carried out in accordance with local and NHSL strategies.

9. DECISIONS AND JUDGEMENTS

- Prioritise own workload in accordance with planned portfolio or work delivery, working to organisational and department deadlines
- Using own initiative, anticipate and resolve problems within the overall framework of agreed objectives highlighting and referring appropriately, knowing when to access support when needed
- Identify gaps in service provision and present proposals, contribute to the development of specific areas of work addressing them as appropriate to the Senior Care Home Nurse
- Identify training needs for Nursing and Care home staff

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Facilitate good team working and process through positive leadership. This may at times, involve communication with hostile or obstructive clinicians and teams
- Balance demands of workload whilst ensuring partnership and collaborative working with several agencies who operate different practice policies
- A responsibility to communicate difficult and sensitive information to Care Home Managers and staff

11. COMMUNICATIONS AND RELATIONSHIPS

- Care Home Advisory Team/Nurse Practitioner
- Clinical Nurse Manager / District Nurse Team Manager
- Social work teams
- GPs and Primary Health Care Team

- Multi Agency Partners
- Nursing and Care Home staff
- Service Users and their families

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

Physical Skills:

- IT skills.
- Clinical skills
- Insert Urinary Catheters Male + Female
- Venepuncture
- Bladder Scan
- ECG
- Wound Care and management
- Vaccination

Physical Demands:

- Combination of walking, sitting, standing.
- Travelling between Care Homes and to and from meetings on a regular basis across East Lothian Health and Social Care Partnership and other areas as required.
- Manual Handling skills when supporting staff

Mental Demands:

- Time management
- Concentration required when observing nursing practice , writing reports
- Diversity of communication required within dynamic environments
- Complexities of working in partnership with external agencies

Emotional Demands:

- Communicating complex and potentially stressful issues with partnership working with various individuals and groups.
- Liaising between groups of colleagues in different organisations who may have conflicting agendas, and ways of working.
- Working with colleagues at different levels of experience, and motivating and facilitating personal development with them
- Personal / interpersonal stressors.
- Dealing with individuals who demonstrate poor performance.
- Empathic outlook on healthcare delivery which respects clients' dignity and human rights.

Environmental Demands:

- Travelling across wide geographic area of East Lothian
- Exposure to poorly maintained Nursing Home Environments

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

- Registered Nurse with a sound clinical background
- Experience of working in a care setting with Older People

- Educated to relevant degree level or equivalent
- Experience of working in a multi discipline or multi agency partnership
- Evidence of continuing professional development.
- Mentoring qualification and experience of mentoring pre-registration and post registration learners
- Well developed organisational and time management skills
- Evidence of leadership, influencing and negotiation skills
- IT skills – computer literate, presentation skills (Power Point and Word.)
- Capable of delivering work based learning/education.
- Sound Knowledge of Adult Protection legislation
- Ability to work under pressure and have the ability to work with a large diverse group of staff, and respond to deadlines.

14. JOB DESCRIPTION AGREEMENT

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

Job Holder's Signature:

Date:

Head of Department Signature:

Date: