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| **THE AMESBURY ABBEY GROUP** |

REGISTERED GENERAL NURSE

RESPONSIBLE TO: Home Manager

RESPONSIBLE FOR: Care Team

PURPOSE OF POSITION:

To manage people and resources so that high standards of nursing care are achieved. To work as a senior member of the team, in the provision of care treatment and support for elderly people, with an aim to maximise the potential of our Residents in line with their activities of daily living. To share with other staff in meeting the personal needs of Residents in a way that respects the dignity of the individual and promotes independence. Assess Residents health problems and needs, develop and implement nursing care plans and risk assessments, and maintain medical records. Administer nursing care and medication to all Residents who require it. To hold a valid NMC Registration and PIN at all times.

PRINCIPLE RESPONSIBILITIES:

* To act as a role model for all staff and to ensure that a consistent high standard of nursing care is provided.
* To ensure that the NMC code of conduct is always upheld and adhered too.
* Maintain accurate, detailed reports and records using ‘Person Centred Software’.
* Monitor and record symptoms and changes in Resident’s conditions.
* Consult and coordinate with other health care professionals such as GPs, physiotherapists, community mental health team, frailty team etc
* Record Resident’s medical information and vital signs and act upon them as necessary.
* To liaise with families, LPA’s and advocates.
* Offer emotional support to Residents and their families.
* To look after palliative Residents in all aspects of their care including the end stages of life.
* Supporting Residents to advocate his/her own needs and wishes and acting in their best interests when required.
* To participate in daily handovers with staff and to review needs and plan care.
* Monitor all aspects of Residnet’s care and develop and implement nursing care plans and risk assessments using ‘Person Centred Software’.
* Direct and supervise junior nursing colleagues and healthcare assistants.
* Direct and co-ordinate the shift by liaising with all members of the team using effective communication skills.
* Prepare Residents for, and assist with, examinations and treatments.
* Observe healthcare workers and visit Residents to ensure high standards of nursing care are consistently provided.
* Order, monitor and maintain equipment and supplies.
* To ensure Residents have their monthly medication ordered and that stock is maintained.
* To ensure that any concerns with safeguarding are reported promptly to the Home Manager/Deputy Home Manager and local authorities are contacted following the AAG policy.
* To complete, review and act upon incident reports and report to the Home Manager/Deputy Home Manager.
* Answer nurse call system promptly.
* To act as Fire Marshals, whose principle duties are to support the implementation of all AAG fire safety measures, safely evacuate people from the premises and lead and record outcomes of at least two practiced fire drills per year.
* To ensure that all Resident’s personal emergency evacuation plans are up to date and accurate.
* To ensure that all staff adhere to the Infection Control Policy and guidance and lead in the implementing of policy and guidance when there is an infection within the Home.
* To ensure knowledge of the Group’s disaster plans.
* Assist and contribute in CQC inspections.
* Undertake audits assigned to you.

ALL STAFF ARE REQUIRED TO:

* All employees have an individual responsibility tohave knowledge of, and employ the basic principles of, infection control practice and to ensureadherence to the requirements of the Groups Infection Control Policy.
* To undertake training days/courses, on or off site, as and when required and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
* To greet all visitors with courtesy and to provide refreshments/assistance as and when required.
* Display a caring, compassionate and empathetic nature.
* To immediately report any illness of an infectious nature or accident incurred by a resident, colleague, self or another.
* To immediately report any safeguarding concerns
* To notify your Line Manager, or the person in charge, as soon as possible if you are unable to report for duty, and also on your return to work from all periods of absence
* To promote and ensure the good reputation of the Home.
* To have regard to Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 (Part3) and associated Fundamental Standards and CQC’s Key Lines of Enquiry.
* Workers are accountable for their own standards of practice and are expected to challenge non-compliance when observed to protect Residents and promote safety.
* To perform any other tasks that may be reasonably assigned to you.

*This Job Description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list. Amesbury Abbey Group reserves the right to amend this Job Description from time to time, according to Service and business needs. Any changes will be confirmed in writing. Please note that you share with Amesbury Abbey Group the responsibility for making suggestions to alter the scope of your duties and improve the effectiveness of your post.*

Please sign, print your name, and date below to indicate your acceptance of this Job Description.

**SIGNATURE …………………………………………………………**

**NAME …….......................................................................**

**DATE ...............................................................................**