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| **JOB TITLE**  | Registered Nurse |
| **REPORTING TO**  | Senior Nurse or Deputy Manager |
| **RESPONSIBLE FOR:** | Care Team |

**JOB PURPOSE**

The postholder will be responsible and accountable for the assessment, planning, delivery and evaluation of nursing care. You will work as a member of the multi-disciplinary team and undertake delegated tasks from the Senior person on duty and/or the Registered Manager. You will **be the critical link between the Registered Manager and the staff promoting an open, positive and inclusive atmosphere within the Home demonstrating strong positive ideas about professional practice.**

Following successful completion of the Registered Nurse Induction will be required to take charge of the Home for a span of duty. The postholder will always work within the NMC’s Code of Professional Conduct

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| **KEY RESPONSIBILITIES** |

***Clinical Responsibilities***

* Participate in maintaining a safe, comfortable and therapeutic environment for all residents and carers and maintain agreed standards of nursing care.
* Determine nursing priorities and plans resident care. Informs the Senior person in charge when changes in circumstances may affect resident care.
* Maintain nursing records in accordance with the NMC and Company guidelines.
* To be responsible for ensuring service users have a person centred care plan within 72 hours of admission and that each individual and/or their representatives have been involved in drawing up their care plans.
* To be fully aware of and involved in ensuring that all service users are appropriately assessed prior to admission, evidencing that their needs can be met at the home and that emergency admissions are assessed within 24 hours.
* Maintain and improve quality of resident care through contribution to the development of Essence of Care and clinical benchmarking within the Home.
* Ensure due regard is given to customs, values and spiritual beliefs of residents.
* Providing information and support to residents/carers, and ensuring all those involved in the care are aware of changes in the residents’ condition.
* To be responsible for ensuring service users have a person centred care plan within 72 hours of admission and that each individual and/or their representatives have been involved in drawing up their care plans.
* To ensure service users retain their dignity, choice and individuality.
* To contribute to the personal needs of the individual resident and ensure they enjoy a good quality of life.
* To develop the clinical knowledge and skills to care for acutely ill residents admitted via both planned and unplanned routes.
* To maintain and ensure adherence to policies relating to the ordering, receipt, recording, storage, handling, administration and disposal of medicines, and offering service users the opportunity to self-administer medication if they choose, subject to appropriate risk assessment being undertaken.
* To be prepared to undertake expanded practice, under supervision, in order to optimise resident care.
* Involve residents, representatives and carers in the planning and delivery of care.

***Leadership Responsibilities***

* Ensure all equipment is checked and maintained to be in full working order.
* Manage allocated workload and provide one to one supervision to the care team as directed by Management including the completion of annual reviews.
* Practice and promote safe and efficient use of all resources.
* Report all incidents, accidents and complaints in line with Company policy.
* Ensure compliance with Company policies and procedures.
* Ensure own standards are maintained in relation to clinical governance.
* Provides leadership in regards to the monitoring of standards of care.
* Take responsibility and accountability for the shift as the nurse in charge.
* Complete clinical audits as directed by the Home Manager.
* The post holder shall as necessary provide cover for and undertake duties of absent colleagues as requested by Home Manager.

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| **EDUCATION AND TRAINING & DEVELOPMENT** |

* Complete the Venturi Healthcare mandatory 12 week induction programme.
* Contribute to the development of an effective and responsive clinical learning environment
* To act as a Mentor for pre-registered nurse students.
* Take every reasonable opportunity to maintain and improve own professional knowledge and competence.
* Support with the induction of new staff members, providing a secure working environment and the completion of all Company documentation
* Participate in the research, audit and development of new ideas, and assist with the implementation of research/audit findings in conjunction with other members of the unit team.
* Maintain personal record of professional development.

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| **PROFESSIONAL RESPONSIBILITIES** |

***Company Standards***

* It is the responsibility of every member of staff to understand Venturi Healthcare’s equality and diversity commitments and statutory obligations under current equality legislation including the Disability Discrimination Act 2005, the Equality Act 2006 and the Race Relations (Amendment) Act 2000.
* All staff will adhere to infection control policies and procedures at all times and carry out role specific duties as per roles and responsibilities.
* Confidentiality/Data Protection regarding all personal information and Venturi Healthcare’s activity must be maintained at all times (both in and out of working hours).
* All Venturi Healthcare employees are required to act in such a way that at all times safeguards the health and wellbeing of children and vulnerable adults. Familiarisation with and adherence to the company Safeguarding policies is an essential requirement of all employees, as is participation in related mandatory/statutory training.
* All staff must ensure complete and accurate data is collected to the highest standard at all times. Data collection should be supported by adequate documentation and processes should be regularly reviewed.

***Professional Responsibilities***

* Act at all times in a manner that upholds the reputation of the Company and safeguards the wellbeing and dignity of residents, their relatives and co-workers.
* Act always in accordance with the NMC Code of Conduct and Guidance documents and maintain active status on NMC Register. (reporting immediately any concerns raised).
* Take every reasonable opportunity to sustain and improve knowledge.
* Identify objectives within a PDP that support the delivery of high standards of clinical care

It is expected that you will actively demonstrate the Company’s three principle behaviours:

***Be Open and Honest***

***Take Responsibility***

***Keep your Word***

This job description indicates the main duties and responsibilities of this post and is not intended as an exhaustive list.

Venturi Healthcare reserves the right to amend this job description from time to time, according to the needs of the business. Any changes will be confirmed in writing. Please note that you share with Venturi Healthcare 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.

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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