

Personal specification / shortlisting / interview criteria

Post	Registered Nurse / Midwife
Salary	Agenda for Change Band 5
Location area	

Application ref	
Decision	Successful/Unsuccessful/Reserve* (*Delete as applicable)
Line manager	
Signature	

Shortlisting Criteria	Weighting			Comments and justification	Scoring			
	3 Essential	2 Important	1 Desirable		4 Excellent	3 Good	2 Satisfactory	1 Poor
Qualifications								
Registered Nurse / Midwife	x							
Diploma / Degree	x							
Mentor qualification			x					
Leadership qualification			x					
Knowledge / experience								
Previous Healthcare experience	x							
Evidence of post-registration qualification/education to diploma/degree level			x					

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Commitment to continuing professional development; with an enthusiasm for learning	X							
Awareness and understanding of current issues within nursing, midwifery and the wider NHS			X					
Skills								
The ability to communicate with patients and their families/carers during a highly stressful time, requiring the ability to alter communication strategies dependent on the situation and the patient's status	X							
To demonstrate accuracy and clarity in verbal, written and electronic communication; and appropriate information storage	X							
The ability to make judgments on problems requiring investigation, analysis e.g., assessment of patient condition, suitability for discharge	X							
Able to assess, plan, implement and evaluate clinical care	X							
The ability to work as part of a multi-disciplinary team to ensure high quality nursing/midwifery service	X							
Able to organise, prioritise and adjust own workload in relation to the priorities of the department	X							

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Able to allocate and delegate workload responsibly and monitor the work of others; clinical supervision of junior staff	X							
The ability to make changes to own practice and offer suggestions for improving services	X							
Demonstrates personal duty of care in relation to the safe use of equipment and other resources	X							
Maintains the quality in own work and encourages others to do the same	X							
Ability to treat all employee and other hospital information confidentially	X							
Recognition of factors in maintaining own and others health, safety and security	X							
Supportive of equality and values diversity	X							

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Values and behaviours							
 <p>Compassionate - means we take the time to be empathetic and open: treating each other and our patients as individuals that matter</p>							
 <p>Accountable - means taking responsibility and ownership, individually and collectively, for our decisions and actions</p>							
 <p>Respectful - means we value the experience and contribution of others: respecting others' thoughts, feelings, beliefs and behaviours</p>							
 <p>Engaging - means asking for and listening to the opinions of others and facilitating an open environment for dialogue</p>							