

Job Description

R & S 2

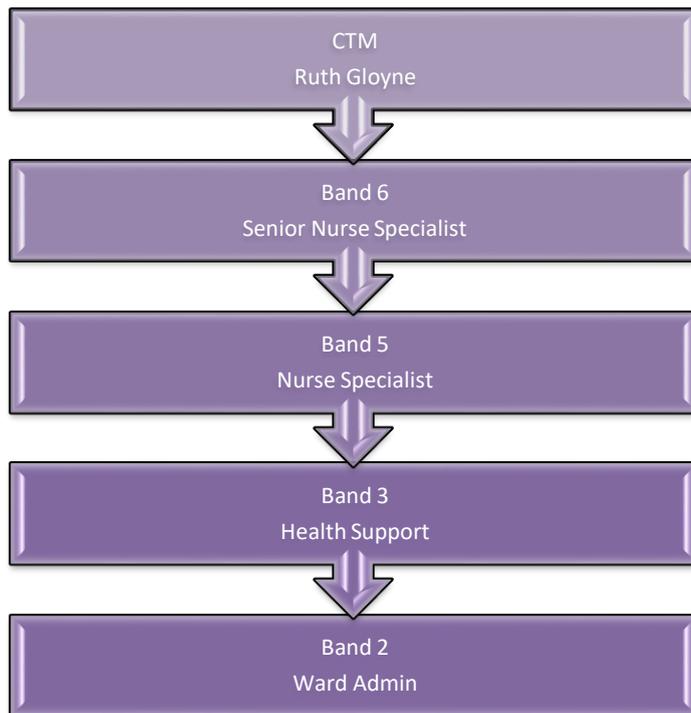
Job Description Template

Job Title	Band 5 RMN Nurse Specialist
Department	YCED Yorkshire Centre for Eating Disorders
Band	Band 5 RMN
Reports To	Michelle Leary-Simmons CTM
Operationally Responsible To	Kurt Maloney Ops Manager.
Professionally Responsible To	Head of Nurses and Professions
Location	Newsam Centre Ward 6

JOB PURPOSE

- The Yorkshire Centre for Eating Disorders offers inpatient, outpatient treatment for individuals suffering from moderate to severe Anorexia Nervosa and Bulimia Nervosa. The service also provides a community outreach service for patients with severe and enduring Anorexia and Bulimia Nervosa
- To provide evidence based quality nursing care.
- To be responsible and accountable for the assessment, planning, implementation and evaluation of care and treatment for a defined number of service users within a Care Programme Approach (CPA) system.
- To utilise your core mental health nursing skills in providing a high quality of nursing treatment within a primary nurse system.
- To present as a positive and professional role model to all staff within the Unit, striving to maintain a philosophy of patient involvement in continuously improving the service.
- To provide out patient follow up post discharge for a maximum 3 patients.
- To provide care over a 24 hour period.
- In the absence of the senior nurse, assist in the management of the in-patient Unit.

STRUCTURE



DUTIES AND RESPONSIBILITIES

1. Communication/Relationship Skills

-

2. Knowledge, training and experience

- RMN qualification
- Band 5 completion of preceptorship/or newly qualified.
- Demonstrate the desire to work with clients with eating disorders.
- Demonstrate the ability to work on own initiative and as an active member of the multi disciplinary team.
- Has a positive concept of the role of the nurse within the multi disciplinary team
- To work closely with referring agencies, commissioners and stakeholders.
- Take responsibility to maintain professional registration by meeting NMC standards.
- To work within the NMC code of practice and trust procedures in regards to the management of medicines and their administration.
- To maintain professional profile within the guidelines of PREP
- To ensure NMC registration is effective at all times
- To adhere to an ensure implementation of NMC code of professional conduct.
- To participate in identified appraisal system and to demonstrate Commitment to continued personal development.
- Previous experience of working with clients with eating disorders – Desirable
- Experience of working within the primary nurse framework - Desirable

3. Analysis, Problem Solving and Judgemental Skills

- Accept responsibility and accountability for the care of a defined group of patients.
- In the absence of senior staff to provide advice to outside agencies/professionals re the management of individuals with eating disorders.

4. Planning and Organisational Skills

- Demonstrate the ability to work flexibly over a 24 hour period to meet the needs of the service.

5. Physical Skills

- Keyboard and computer skills to an intermediate level
- The ability to use and transfer trust equipment within the unit
- The ability to utilise trust physical restraint techniques when required
- The ability to engage with and utilise trust moving and handling techniques

6. Patient/Client Care

- Demonstrate the ability to adopt and develop clinical skills
- Is committed to patient involvement.
- Has an awareness/experience of using researched proven clinical interventions
- Demonstrated the ability to establish, develop and maintain therapeutic relationships with patients.
- To work with an allocated group of patients, developing and implementing treatment plans recognising and actively supporting the culture, philosophy and environment of the Unit.
- Inform all patients of their right to access their treatment plan and actively encourage them to evaluate nursing care plans in collaboration with the primary nurse team.
- To promote the involvement of carers and refer carers to relevant agencies for support to meet their needs.

7. Policy and Service development Implementation

- Is up to date in current legislation which affects users and providers of mental health services - Desirable
- To co-ordinate and communicate care packages for defined patients both verbally through MDT meetings, care planning meetings, team working and non verbally through CPA, reports and documentation, linking in with carers, other teams and agencies.

- Inform all patients of their right to access their nursing treatment plan and actively encourage them to evaluate nursing care plans in collaboration with the primary nurse team.
- To actively engage in and promote innovation and developing evidence based clinical practice.
- Develop and maintain knowledge base and clinical skills.
- Attend mandatory training
- Participate and assist other staff in implementation of appraisals and contributing to the philosophy of the Unit.
- Experience of group work – Desirable

8. Responsible for Financial and Physical Resources

- To work within the financial constraints on the ward under senior management.
- To have an awareness of limitations and boundaries with regards to financial planning with a focus being placed on staffing and the need to book additional staff.

9. Responsible for Human Resources

- Is able to offer and be involved in the clinical supervision and appraisal process.
- Contribute to the development of and personally maintain the highest standard of service delivery.
- To actively participate in your own development and to contribute to the education and training of all staff, ensuring clinical and professional needs are met by the Appraisal process.
- To be conversant within the role in carrying out the requirements of Mental Health Act legislation and assist in the education of others.
- Take responsibility to maintain professional registration by meeting NMC standards.
- To adhere and ensure the implementation of the NMC code of professional conduct.
- Keep up to date with and adhere to all Trust and Unit policies.

10. Responsible for Information Resources

- To respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role.

11. Research and Development (R & D)

- To maintain accurate, up to date, clinical records in accordance with professional standards. Both written and electronic.
- To implement evidence based practice.
- Promote the importance of assessing, managing and minimising clinical risk in line with Trust Risk Management Policies.
- To support the medical team in coordinating and assessing physical risk, and to act in accordance with local policy.

12. Freedom to Act

- To co operate with all the policies and procedures designed to ensure equality of employment, and co workers. Patients and visitors must be treated equally irrespective of gender, ethnic origin, age, disability, sexual orientation, religion etc.

HEALTH, SAFETY & RISK MANAGEMENT

You must at all times comply with the Leeds and York Partnership NHS Foundation Trust Health & Safety Policies, in particular by following agreed safe working procedures and reporting incidents using the trust's risk incident reporting system.

You are required to inform the line manager of any safety issues that could affect you or others in the work place. You are responsible for your own Health & Safety and must co-operate with the management at all times in achieving safer work processes and work places, particularly where it can impact on others.

You will be trained in the correct use of any equipment provided to improve Safety and Health within the trust. You are required to use the equipment when necessary and as instructed; it is your responsibility to ensure the equipment is safe to use, prior to its use and must report any defects immediately to your manager.

You have a duty to take reasonable care of health and safety at work for you, your team and others, and to co-operate with employers to ensure compliance with health and safety requirements

PLUS FOR SUPERVISORY GRADES ONLY

You are required to provide adequate supervision to ensure compliance with safe work practices.

You will be expected to carry out risk assessments, identify hazards in your work place, and evaluate the level of risk associated with identified hazards and implement adequate controls to eliminate or reduce the level of risk.

OR FOR MANAGEMENT GRADES ONLY

You are responsible for the implementation and adherence to trust Safety Policies and Procedures for areas within your remit.

You are required to ensure suitable and sufficient risk assessments are completed for all areas within your remit. The controls identified must be evaluated and implemented where necessary.

You are required to review all risk assessments periodically and particularly when staffing and/or equipment changes. Monitoring the effectiveness of any control measures implemented

You are to ensure suitable and sufficient equipment is provided to sustain the Health & Safety of staff, patients and visitors to areas within your remit

TRAINING AND PERSONAL DEVELOPMENT

You must take personal responsibility in agreement with your line manager for your own development by ensuring that continuous professional development remains a priority. You will undertake all mandatory training required for the role and participate in supervision/appraisal as necessary.

SAFEGUARDING

Any postholder within the organization will be expected to undertake safeguarding training (Children and Adults) appropriate to their role and adhere to policies and procedures relevant to the area they work in.

INFORMATION GOVERNANCE AND DATA QUALITY

CONFIDENTIALITY

You have a duty to protect the confidentiality of personal information you hold. You should respect patient confidentiality at all times, and protect, and not divulge patient information unless sanctioned by the requirements of the role.

DATA QUALITY

If your job involves collecting and / or inputting data into Trust information systems, and particularly if this relates to service users or other persons, then you must follow Trust policies and procedures to ensure the accuracy and completeness of this information.

Plus for supervisory and management grades

If you supervise or manage staff then you are required to ensure staff understand and comply with Trust policies and procedures concerning the collection and input of data into Trust information systems.

TRUST VALUES

You are required to act at all times in accordance with the Trust values of Improving Lives, Respect and Dignity, Compassion, Commitment to Quality of Care, Everyone Counts and Working Together.

EQUALITY AND DIVERSITY

You have a duty not to discriminate against service users/patients, staff or visitors and to adhere to equal opportunities and equality and human rights legislation.

SPECIAL WORKING CONDITIONS

This section should outline any particular physical or environmental demands of the job but only where this is objectively justified. For example the need to travel from site to site.

INFECTION CONTROL RESPONSIBILITIES

You have the following key responsibilities:

- You must wash your hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient/service user contact.
- You have a duty to attend annual mandatory hand hygiene training (clinical staff) or three yearly mandatory hand hygiene training (non clinical staff) provided for them by the Trust.
- If you develop an infection (other than common colds and illness) that may be transmittable to patients you have a duty to contact Occupational Health or Infection Control and seek advice on its' management.
- Compliance with all infection control policies and procedures will form an integral part of the practice of all staff.

HIGH QUALITY PATIENT CARE

For clinical staff only

You will maintain the highest standards of care and service treating every individual with compassion, dignity and respect taking responsibility not only for the care you personally provide but also your wider contribution to the aims of your team and the NHS as a whole.

You will play your part in sustainably improving services by working in partnership with patients, the public and communities

RAISING CONCERNS

You should aim to raise any genuine concern you may have about a risk, malpractice or wrongdoing at work which may affect patients, other staff or the public or the Trust at the earliest reasonable opportunity. Please refer to the Trust's Whistleblowing/Raising Concerns Procedure

THE NHS CONSTITUTION

Staff within the NHS have legal duties under Section 9 of the NHS Constitution and these should be complied with. A copy of the Constitution can be found on the Trust's staff net or on the NHS Employers web-site.

LINE MANAGER'S NAME**SIGNATURE**.....
DATE.....