HOLBEACH AND EAST ELLOE HOSPITAL TRUST

**JOB DESCRIPTION**

Job Title Nurse

Qualification: Nursing and Midwifery Council Registered

Level 1 and Level 2

Accountable to: Manager

Reports to: Manager/Deputy Manager

Role: Provision of nursing care, demonstrating a level of competency consistent with training and experience

Deploy personal nursing skills in a professional competent manner acting as a role model for all other members of staff

1. **PATIENT CARE**
   1. Be responsible for the development of personal nursing skills and competencies for the appropriate care of patients and their relatives/friends.

To include:

* The assessment of care needs and the development, implementation and evaluation of a care plan for each patient within 24 hours of admission under minimal supervision.
* To carry out all relevant forms of care.
* To supervise care and ancillary staff.
* To complete supervisions at 5x year and complete appraisals once yearly for staff assigned to that particular nurse.

1. **MAIN DUTIES AND RESPONSIBILITES** 
   1. Management

* Be aware of the need to provide a healthy and safe environment for both residents and staff and draw any deficiencies to the attention of the Manager.
* Contribute to effective communication within the Hospital and participate in the decision-making process where appropriate.
* Be conversant with and comply with the Hospital’s policies and procedures.
* Be aware of the role and availability of the “off duty”.

**2.2** Professional Responsibility

* Carry out all nursing activities competently in accordance with statutory obligations, professional standards and local policies and procedures.
* Be a credible role model for all junior staff.
  1. Education and Training
* Ensure relevant training with the Code of Conduct Nursing and Midwifery Guidelines are regularly updated.
* Attending meetings, study sessions, working groups or similar attendance at which is in interest of professional development, services and educational delivery.
* Participate in the provision of relevant clinical learning experiences and assessment of carers.
  1. Quality/Standards
* Participate (as delegated) in writing standards for the effective delivery of high-quality client care.
* Assist in the implementation and monitoring of agreed standards on a day to day basis.
  1. Budgets/Contracts

* Be aware of the need to make effective use of available resources within the Hospital.

**2.6** Miscellaneous

* Undertake any other duties as may reasonably be required by management.

The Job Description is not exhaustive, and employees are required to be flexible in order to meet the needs of the service, which may change at short notice.

Any permanent amendments to this Job Description will be made with the post holder.