



**Job Title:** Staff Nurse (Bank)

**Salary:** £14.97 per hour, plus shift enhancements\*

\*Work on a Saturday: Time and one third - 1.33

Work on a Sunday or Bank Holiday: Time and two thirds - 1.66

Work after 8pm – 8am (excluding Early Shifts starting at 7am): Time and one third - 1.33

**Location:** Inpatient Unit, Bray, Maidenhead

**Hours:** Flexible to include shifts, weekends and nights

**Reports to:** Head of Inpatient Services

**Purpose of role:**

To provide flexible cover in times of absence for the IPU service.

To assist in the development and delivery of the IPU service to enable provision of care for patients requiring palliative or end of life care.

**Main Tasks**

1. To ensure that the IPU service delivers an excellent standard of care to patients and their families
2. To lead a team of nurses for a shift (on occasion)
3. To offer timely and individual care based on need, using referral criteria, regular patient review, assessment, re-assessment and discharge criteria as appropriate
4. To provide direct delivery of care to patients
5. To provide symptom control for patients including the administration of medicines in line with Thames Hospice Policy
6. To communicate fully and effectively with patients, their families and professional colleagues to ensure a safe and needs led care pathway, with particular consideration given to discharge
7. To work as a member of the multidisciplinary team to ensure a co-ordinated and defined management plan/plan of care for each patient
8. To maintain accurate healthcare records, written and computer based, liaising with community colleagues and in line with Thames Hospice organisational policy and professional requirements
9. To participate in training of student nurses as required
10. To support and work with the IPU Sisters to develop and maintain effective partnership working with the multidisciplinary team
11. To communicate, when required, with external care agencies, GPs and community teams to facilitate best working practice and service provision
12. To report accidents, incidents and complaints in area of responsibility as per procedure, participating in investigations as required
13. To work to the processes for maintaining role boundaries and patient confidentiality
14. To maintain personal and professional development including own attendance at Thames Hospice's mandatory training

A job description is not a rigid or inflexible document but acts to provide guidelines to the duties expected while in post. It will be reviewed as appropriate with the post holder.

Thames Hospice is committed to being an equal opportunities organisation. It is committed to promoting equal opportunities and preventing discrimination. This policy applies to both its service delivery and to its own employment practices. You will be willing and able to demonstrate commitment to Thames Hospice Equal Opportunities Policy.

### **Our Values**

Our values are the essence of our culture and inspire our behaviour. They are:

**Compassion** – we treat everyone with kindness and compassion, providing a secure and caring environment.

**Ambition** – our desire and determination to succeed in meeting the growing needs of our local community.

**Respect** – we believe in treating everyone with dignity and respect.

**Excellence** – we are committed to delivering and demonstrating excellence in everything we do.

## **PERSON SPECIFICATION**

**All criteria are essential unless otherwise stated**

### **1. Specialist Knowledge & Experience**

- 1.1 Registered Nurse (Adult or Mental Health)
- 1.2 Evidence of post registration nursing experience
- 1.3 Knowledge and understanding of current developments in palliative care
- 1.4 Experience of undertaking nursing assessments and care planning for patients, including those with complex needs
- 1.5 Evidence of sound clinical decision making, independently, and as part of the multidisciplinary team
- 1.6 Demonstrable skills in written and spoken English that are adequate to enable effective communication about nursing with patients and colleagues

### **2. Team working**

- 2.1 Experienced in maintaining effective relationships with colleagues
- 2.2 Ability to quickly build a rapport and establish professional relationships with others, based on trust and understanding

### **3. Organisation**

- 3.1 Ability to organise own workload and to prioritise care needs of a defined patient caseload
- 3.2 Ability to organise a small team of nurses

### **4. Communication**

- 4.1 Experience of communicating effectively with all members of the multidisciplinary team, both verbally and in writing
- 4.2 Experience of communicating effectively with patients, carers and families, both face to face and on the telephone

### **5. Analytical**

Experience of using multiprofessional records to fully and accurately document patient care and interactions

### **6. Personal drive, commitment & resilience**

- 6.1 Enthusiastic, committed and able to use initiative, ensuring delivery of objectives
- 6.2 Commitment to ensuring the patient is central to all decisions about, and the provision of care
- 6.3 Able to remain calm and in control when under pressure

### **7. IT skills**

Ability to use Microsoft Office including Word, Excel and Outlook. Knowledge of the workings of databases

### **Special conditions**

Appointment is subject to an Enhanced Disclosure and Barring Service check, to including barred lists

Post holder immunised for Covid-19, Hepatitis B, MMR, Tuberculosis and Chickenpox

The post holder must maintain their professional registration

Ability to offer flexibility of working hours/days