**Job Description**

**Registered Nurse - Inpatient Unit**

Location: The Sussex Beacon

Hours: 22.5

Fixed Term: 1 year maternity cover

Salary: 27,000 – 29,000 depending on experience

Responsible to: Clinical Manager and The Nursing & Midwifery Council

Accountable for: Client / patient assessment and care planning

Safe, high-quality care and outcomes

Team working and coordination

Record keeping, confidentiality and data protection

Personal and professional development

**Close working relationships with:**

* IPU Clinical Team Manager and Leaders, Registered Nurses, Client Support Workers and Support staff
* Medical colleagues and the multi-disciplinary team
* External Health and Social Care workers e.g. community nursing teams, BSUH colleagues, HIV Voluntary sector organisations
* Clients, patients and visitors

**KEY RESULT AREAS;**

* Nursing care
* Team working
* Productive use of resources
* Record keeping, confidentiality and data protection

**JOB SUMMARY**

The post holder is responsible for the nursing assessment, therapeutic alliance, care delivery and discharge planning for clients on the inpatient unit.

**The post holder will;**

* Work within The NMC Code 2015 of professional standards of practice and behaviour for nurses and midwives.
* Gain further experience and skills in clinical practice with support from CTL
* Take the lead, with support of CTL, in a specific clinical project or clinical area e.g. as a link nurse, with a view to maintaining high clinical standards and further develop IPU services
* Gain further experience in facilitating CSW training and development and in teaching.
* Maintain effective communication within and external to the IPU team.
* Work with student nurses as a mentor or associate mentor.

**Clinical responsibilities**

* To maintain a safe care environment, recognising and managing risks.
* To assess client physical, psychological, social and spiritual care needs.
* To develop, implement and evaluate programmes of care for each client/ patient.
* To deliver high quality clinical and supportive care which is research based and in line with best practice.
* To provide health promotion and behavioural support to patients as per care plan
* To participate in multi-disciplinary care and case management of clients on the IPU.
* To assist in establishing and monitoring protocols / care pathways.
* To plan effective client discharge for individuals, in liaison with appropriate statutory and voluntary agencies / professionals.
* To maintain accurate client records and documentation.
* To ensure patient confidentiality.
* To administer drugs and medication in accordance with Sussex Beacon policy and procedure guidelines, and within the scope of professional practice and regulations.

**Leadership & management responsibilities**

* To co-ordinate the activity and nursing care delivered on the Inpatient Unit on a shift by shift basis, with guidance of the CTL, ensuring effective team working, and appropriate patient allocation and forward planning
* To be fully conversant with all policies and procedures within the Sussex Beacon and ensure adherence to these.
* To report to the Senior Nurse, / or on-call Senior Nurse/ Manager regarding any concerns about professional practice on IPU or clinical issues that are unclear or outside of experience.
* Act as a role model in the development of Client Support Workers, with the support of the CTL.

**Education, training and health promotion**

* Undertake mandatory training as per Sussex Beacon Policy in order to carry out the role.
* Participate in teaching programmes for the IPU and wider organisational teams.
* Keep professionally updated within the speciality of HIV and current associated issues
* Take responsibility for own learning and development in addition to statutory requirements
* Assist in maintaining a suitable learning environment for staff and act as a facilitator in the supervision and teaching of other staff and student nurses.
* Participate in regular clinical supervision as per Sussex Beacon policy.
* Assist in the training and development of Client Support Workers

**Governance and Risk Management Responsibilities**

* Be accountable for maintaining and monitoring high standards of clinical care.
* Maintain awareness of the national, professional and local quality issues relevant to the delivery of nursing services, e.g. Clinical Governance.
* Report incidents and near misses as defined by the Incident and Accident Reporting Policy and follow the procedure.
* Participate in the audit process for monitoring and reviewing nursing quality.
* Be aware of personal responsibilities in relation to the maintenance of a safe environment and identification of potential risks, taking action and when required.
* Be aware of the role of the nurse in handling complaints in accordance with Sussex Beacon policy.
* Identify own training needs, to ensure competence in the use of all relevant equipment and medical devices.

**Research and Clinical Development**

* To assist in the promotion of excellent nursing practice in line with relevant research.
* To take the lead in one specific service improvement project and develop this as an area of expertise, training and developing others accordingly with a view to further improving standards of care and safety.
* To maintain an awareness of evidence-based practice within nursing and the field of HIV.
* To contribute to research and development programmes within IPU.

**Resource Management Responsibilities**

* To use resources productively and minimise waste.
* To monitor and maintain appropriate levels of consumables and medication.
* Ensure that the correct checking of equipment and maintenance procedures are followed, escalating to the Team Leaders and Clinical Team Manager as required.

**General**

* There is a minimum requirement to work 30 hours per week in this role
* There is a requirement to work a variety of shifts including evening, weekends and nights.
* To make use of managerial support, clinical and informal supervision.
* Work as an effective team member within the clinical team and wider Sussex Beacon team.
* Maintain confidentiality and professional boundaries in dealing with sensitive information pertaining to staff, clients and supporters.
* Work in accordance with The Sussex Beacon policies and procedures.
* Participate in the Nurse- on-call rota after 1 year minimum experience on IPU, depending on levels of competence, and as agreed by CTL
* Ensure the provision of non- discriminatory services and practices for all service users and fellow employees.

This job description for this post is not exhaustive and the post holder will be expected to demonstrate a flexible approach and the ability to carry out the responsibilities of the role in accordance with the needs of the Sussex Beacon.

The post holder may be required to carry out other tasks within the remit of this role and the Sussex Beacon reserves the right to adapt this job description in consultation with the post holder.

Signature of post holder ………… Date……………………………..