

**Queenscourt Hospice
Role Description**

Post: Registered Nurse (Connect/Queenscourt at Home)

Reportable to: Queenscourt Connect Sister/Queenscourt at Home Co-Ordinator

Accountable to: Director of Nursing Services

Role summary:

The post holder will work across both Queenscourt Connect and Queenscourt at Home under the supervision of the Queenscourt Connect Sister or/Queenscourt at Home Co-ordinator and is responsible for the assessment of Patient and their family care needs, the development, implementation of care plans and the evaluation of care.

Main Duties and responsibilities

1. Participate in the assessment of individual care needs of patients and develop appropriate care plans to implement and evaluate either face to face or via secured virtual platform.
2. Provide support, information and advice to patients, families and professional colleagues.
3. Liaise with the multi-professional team and other professionals involved in the care of the patient and family.
4. Participate in the delivery of Carer's Support/Programme, either face to face or via virtual Platforms, as used by the Organisation.
5. Participate in the delivery of Breathlessness management Programme, undertaking assessments either face to face or virtual platform.
6. Work with medical team in Outpatient/Connect clinics either face to face or via virtual Platforms as used by the Organisation.
7. Participate in the delivery of Bereavement and Family support, as these Services develop.
8. Support the Keeping in touch Service (KITT).
9. Liaise with and work alongside members of the Primary Care Service, other external agencies and Queenscourt Hospice Staff. Provide and receive appropriate information concerning patient and family to relevant health professionals involved in their care.
10. Communicate with patients, families and health professionals sensitively and with empathy.
11. Participate in the on-going of delivery of individual care needs of patients and develop appropriate care plans to implement and evaluate
12. Provide support, information and advice to patients, families and professional colleagues
13. Supervise the work of unqualified staff and volunteers
14. Occasionally co-ordinate the work of other qualified staff
15. Teach qualified and unqualified staff including student nurses and volunteers
16. Occasionally take responsibility for the management of the unit in the absence of other senior clinical staff

Communication

17. Use SystmOne to accurately record patient care provided.
18. Liaise with and work alongside members of the Primary Care Service, other external agencies and Queenscourt Hospice staff.
19. Provide and receive appropriate information concerning patient and family to relevant health professionals involved in their care.
20. Attend Queenscourt MDT meetings as required and represent QCH at other relevant meetings

21. Be competent in Information technology and the use of virtual platforms as used by the Organisation.

Policies and Procedures

- 22. Ensure all staff and self-uphold professional standards and adhere to Queenscourt policies and procedures.
- 23. Understand and comply with the policies and practices of Queenscourt Hospice including Health and Safety
- 24. To participate in an annual development and review process
- 25. To attend statutory training in accordance with Hospice requirements
- 26. Responsibility for ensuring up to date registration and revalidation with the NMC.

Health and Safety

- 27. The post holder must familiarise themselves with matters relating to health and safety management as they affect them personally and/or the Hospice, reporting any potential risks to life or property immediately in accordance with the Hospice's Health and Safety policy and procedures. Staff must use all equipment provided to undertake their role safely.

Other

- 28. Any other duties commensurate with the grade and post

NOTE: This document does not attempt to describe all the tasks to be performed. It will be open to periodic review and as a minimum will take place annually as part of the appraisal process and as a result, alterations and additions may be made.

Person Specification – Registered Nurse (Connect/Queenscourt at Home)

| Attributes Required (based on job requirements) | Essential | Desirable | How tested |
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| <u>Qualifications</u> | <ul style="list-style-type: none"> • Educated to a minimum of Level 2 in Maths and English • Registered Nurse • | <ul style="list-style-type: none"> • Palliative Care qualification • Mentorship qualification • ECDL | Application Form Certificates |
| <u>Experience</u> | <ul style="list-style-type: none"> • Previous experience as a Registered Nurse • Using patient information systems and Microsoft Office • Community Nursing Experience | <ul style="list-style-type: none"> • Experience in palliative care • Experience of working with volunteers • Experience using SystemOne patient information system • Supervision of staff | Application Form Interview References |
| <u>Skills & knowledge</u> | <ul style="list-style-type: none"> • Ability to demonstrate effective communication skills • Evidence of continuous professional development • Competent IT skills with particular using all aspects of Microsoft Office | <ul style="list-style-type: none"> • Communication Skills Training | Application Form Interview References Test |
| <u>Personal Qualities</u> | Special interest in working in palliative care; Highly motivated, can demonstrate initiative and an intuitive approach to dealing with sensitive situations; Team player who can demonstrate a positive approach along with an understanding of the charitable ethos and of working with volunteers; Willingness to be hands on ability to mix with all sections of the community. | | References Interview |

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| DBS | This post is subject to an enhanced disclosure and barring check. |
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