

**Queenscourt Hospice  
Role Description**

**Post:** Registered Nurse Queenscourt at Home

**Reportable to:** Specialist Clinical Lead Nurse

**Accountable to:** Director of Nursing Services

**Role summary:**

Under the supervision of Queenscourt at Home Co-ordinator the post holder is responsible for the implementation and evaluation of patient care, following the District Nurses care plan in the patient home. The post holder will provide planned nursing care for patients and their families primarily in the patient's home but across the Inpatient Unit and within Queenscourt Connect services if required, within the scope of their role.

**Main Duties and responsibilities**

1. 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
2. Communicate with patients, families and health professionals sensitively and with empathy.
3. Participate in the on-going of delivery of individual care needs of patients and develop appropriate care plans to implement and evaluate
4. Provide support, information and advice to patients, families and professional colleagues
5. Liaise with the multi-professional team and other professionals involved in the care of the patient and family
6. Supervise the work of unqualified staff and volunteers

**Communication**

7. Use System One to accurately record patient care provided
8. Liaise with and work alongside members of the Primary Care Service, other external agencies and Queenscourt Hospice staff.
9. Provide and receive appropriate information concerning patient and family to relevant health professionals involved in their care. Ensure QatH is delivered to the highest standards.
10. Attend all Queenscourt MDT meetings and represent QCH at other relevant meetings

**Policies and Procedures**

11. Ensure that QatH staff and self-uphold professional standards, and adhere to Queenscourt policies and procedures.
12. Understand and comply with the policies and practices of Queenscourt Hospice including Health and Safety
13. To participate in an annual development and review process.
14. To attend statutory training in accordance with Hospice requirements
15. Responsibility for ensuring up to date registration and revalidation with the NMC

**Health and Safety**

16. 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**

17. Any other duties commensurate with the grade and post.

**NOTE: Within this role, there will be a requirement for social contact with patients and/ or patient families**

**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 (Queenscourt at Home)**

<b>Attributes Required (based on job requirements)</b>	<b>Essential</b>	<b>Desirable</b>	<b>How tested</b>
<b><u>Qualifications</u></b>	<ul style="list-style-type: none"> <li>• Educated to a minimum of Level 2 in Maths and English</li> <li>• Registered Nurse</li> <li>• Basic IT skills</li> </ul>	<ul style="list-style-type: none"> <li>• Palliative Care qualification</li> <li>• Mentorship qualification</li> <li>• ECDL</li> </ul>	Application Form Certificates
<b><u>Experience</u></b>	<ul style="list-style-type: none"> <li>• Previous experience as a Registered Nurse</li> <li>• Community Nursing Experience</li> </ul>	<ul style="list-style-type: none"> <li>• Supervision of staff</li> <li>• Experience in palliative or end of life care</li> </ul>	Application Form Interview References
<b><u>Skills &amp; knowledge</u></b>	<ul style="list-style-type: none"> <li>• Ability to demonstrate effective communication skills</li> <li>• Evidence of continuous professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Communication skills training</li> </ul>	Application Form Interview References Test
<b><u>Personal Qualities</u></b>	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
<b>DBS</b>	This post is subject to an enhanced disclosure and barring check. Whilst information relating to convictions is sought on our application form, under the Rehabilitation of Offenders Act (Exemptions order 1975) the existence of a criminal record will not automatically bar someone from employment		