



JOB DESCRIPTION

Title: Respiratory Staff Nurse - Band 5
Reports to: Clinical Centre Manager

JOB CONTEXT

Remeo is founded on improving the quality of life for people with complex respiratory ventilation requirements, through achieving the highest standard of specialist patient care.

In 2014, in partnership with Guy's and St Thomas' NHS Foundation Trust, we opened our first specialist centre in Redhill, Surrey. The Lane Fox Remeo Respiratory Centre is a 20-bedded award winning centre for complex respiratory patients. Since opening, we have cared for around 400 NHS patients.

In 2017, we started delivering community care for people requiring specialised respiratory support.

In 2019, we joined the Active Care Group, and now form part of a leading national provider of complex care, with a uniquely cohesive capability to deliver care services across case management, residential and supported living settings, and complex care in the home.

JOB PURPOSE

The post holder is responsible for assessment of care needs of patients, planning programmes of care, implementation and evaluation of these programmes - at times without direct supervision.

The post holder will participate in clinical care and supervision as appropriate, and act as a facilitator /mentor and role model for the less experienced colleagues and students. The post holder will support the development of practice in the Centre and maintain effective communication within the multidisciplinary team. They will be working independently/ autonomously and at times without direct supervision, accountable for their own professional actions. Ensuring the safety and wellbeing of services users, and always working in a manner that promotes dignity and human rights through the adoption of person centred care principles.



KEY RELATIONSHIPS

Clinical Centre Manager, Clinical Director, Head of Nursing, Consultants and Junior Medical Staff, Nursing Staff, Allied Health Professionals, Lane Fox Services Healthcare team, Facilities Management and Support Staff, Technical staff, Remeo Management, Community Care Teams.

DUTIES AND RESPONSIBILITIES

Clinical and Patient Care

- Responsible for carrying out clinical practice within designated clinical areas, ensuring that high quality, current evidence-based nursing assessment, care planning, implementation, interventions and evaluations for patients is provided from admission through to discharge.
- Will be responsible for the application of knowledge across the range of work procedures and practices, underpinned by theoretical knowledge and practical experience.
- Act as an advocate for patients, to ensure a patient orientated approach to the delivery of care and to meet standards defined by the NHS Plan, CQC and other relevant guidelines.
- Ensure patients receive high quality clinical care and a good patient experience, having regard for their customs, religious beliefs and doctrines.
- Recognise and avoid situations that may be detrimental to the health and wellbeing of the individuals.
- Will advise on the promotion of health and the prevention of illness.
- Recognise the significance of observations made and use them to develop and initiate nursing assessments and devise a plan of care.
- Carry out those activities necessary to conduct a comprehensive assessment of a person's nursing requirements.
- Will participate in safe effective discharge planning appropriate for their needs.
- Carry out nursing procedures and treatments, checking on and maintaining the highest possible standards.
- Work alongside the multi-disciplinary team to ascertain treatments and advise on nursing priorities.
- Take a clear and concise history from patients by assessing their health and wellbeing and complete documentation ensuring that all entries are accurate and legible and that all information systems are maintained.
- Responsible for the correct administration of prescribed medication including transfusion of blood and blood products

Professional Responsibilities

- Is wholly accountable for his / her practice in line with the NMC code of professional conduct and takes every reasonable opportunity to sustain and improve his / her knowledge and professional competence
- Will act in accordance with the Healthcare and Statutory Guidelines & Policies including Health and Safety
- Will work in accordance with Centre objectives
- Will compile a personal & professional portfolio in line with NMC revalidation and Remeo professional development initiatives
- Will maintain a high standard of care and give courteous reception to all patients and visitors



- Will adopt a patient orientated approach to work
- Will practice in a cost effective and cost aware manner
- Will ensure the safe transfer, storage, administration and disposal of medicines in line with legal requirements and the Control of Drugs Act and policy.
- Will be fully conversant with the site's major incident plan
- Take all possible precautions to safeguard the welfare and safety of staff, service users, visitors and the public, by implementing all policies related to health, safety, security and risk
- Support audits and monitoring processes and participate in the implementation of changes to improve service delivery and patient safety

Communication

- Will be responsible for maintaining confidentiality of complex, sensitive information related to patients, patient care, relatives, staff and other colleagues.
- Provides highly specialized advice concerning the care or treatment of identified groups or categories of patients/ clients.
- Communicate effectively and efficiently with all members of the multidisciplinary team regarding patient care
- Will communicate with patients and relatives, making reports and liaising, as appropriate; with medical staff other members of the care team and management
- Liaise with inter-hospital departments/personnel
- Attend and participate in Centre meetings and help promote new ideas and methods and assist in their implementation
- Attend and participate in multidisciplinary team meetings and case conferences to the benefit of patient care

Education and Professional Development

- Act as a role model, giving guidance, counselling and support to colleagues and students
- Actively contribute to the training programmes within the Centre
- Support and introduce new staff members to their role within the team
- Take every opportunity to maintain and improve knowledge and competence, and take steps to keep up to date with clinical and nursing developments
- The post holder is required to follow policies and procedures as required for the contracted service.

Confidentiality / Data Protection

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorized disclosure of information.

Following the Freedom of Information (Act FOI) 2005, post holder must apply the Company's FOI procedure if they receive a written request for information.



Information Governance

All staff must comply with information governance requirements. These include statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as NHS Confidentiality Code of Practice) and compliance with local policies and procedures. Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

Equal Opportunities

- Post holders must always fulfil their responsibilities with regard to Remeo's Equality and Diversity Policy and equality laws.

Health and Safety

- All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Remeo's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the service to reduce HCAIs. All post holders must comply with infection screening and immunization policies as well as be familiar with infection control policies for the service provision, including those that apply to their duties, such as hand decontamination policy, personal protective equipment policy, safe procedures for using aseptic techniques and safe disposal of sharps.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with Remeo's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses to improve services. Post holders must also attend training identified by their manager or stated by Remeo to be mandatory.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults during their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Sustainability

It is the responsibility of all staff to minimise the Company's environmental impact by recycling wherever possible, switching off lights, computers, monitors and equipment when not in use, minimizing water usage and reporting faults promptly.

Smoking Policy

REMEO Healthcare is committed to providing a healthy and safe environment for staff, patients, visitors and contractors Staff are therefore not permitted to smoke on Company property or in Company vehicles.



Review of this job description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the Organisation.
To be reviewed in conjunction with the post holder.

**Person Specification
Respiratory Staff Nurse- Band 5**

	ESSENTIAL	DESIRABLE
Education/ Qualifications	RN1: Adult Nurse level 1 on the NMC register Evidence of continuing professional development	Teaching and assessing qualification
Previous experience	Recent credible experience working within the acute sector as a registered nurse	Preceptorship programme Supervision of junior staff Experience of working in Critical care / respiratory care
Skills/Knowledge /Ability	<p>Able to assess, plan, implement & evaluate programmes of care</p> <p>Up to date knowledge of current clinical and professional issues.</p> <p>Knowledge of Evidence Based Practice</p> <p>Competent in basic life support</p> <p>Ability to administer prescribed medication including blood products</p> <p>Able to work as an effective team member</p> <p>Able to prioritise & meet deadlines</p> <p>Uses own initiative and can take decisions</p> <p>Self-motivated</p> <p>Able to maintain clear and legible documentation</p> <p>Excellent verbal, written and interpersonal</p>	



	<p>communication skills</p> <p>Basic Computer Skills including ability to use Microsoft Word and Electronic Patient Records (EPR)</p> <p>Understanding of the NMC Code</p> <p>Understanding of their Health and safety responsibilities</p>	
Additional Information	<p>The ability to undertake reflective thinking on own practice</p> <p>Flexible and positive approach to work</p> <p>Able and willing to work flexible shift patterns, internal rotation to day and night duty and unsocial hours, according to service needs</p>	

Experience, Skills and Qualifications:

- Registered Nurse with the NMC (current)
- Successful completion of our in-house induction and clinical training

Benefits of the role:

- Workplace pension scheme
- Access to funded training
- Access to workplace wellness scheme

Remeo is part of Active Care Group. Our Values are:

Responsibility

Responsibility is taking ownership of all factors within your control.

Passion

Never underestimate the power of passion.

Integrity

Integrity is much more than honesty.

Respect

Everybody should feel worthy of respect. Acquiring it always begins with respecting oneself and showing respect to others.



Support

It takes a certain type of person to have the strength to support others.

Remeo is committed to safeguarding and promoting the welfare of vulnerable adults and children. All applicants must be willing to undergo the appropriate screening, including checks with past employers and an Enhanced Disclosure via the Disclosure and Barring Service.