

## JOB DESCRIPTION

<b>1. JOB IDENTIFICATION</b>	
Job Title:	SENIOUR STAFF NURSE CRITICAL CARE/ RECOVERY
Band/Grade:	Band 6
Hours of Work:	37.5 a week
Accountable to:	CCU / Recovery Lead
Responsible:	Theatre Manager
Department:	HIGH DEPENDANCY UNIT
Job Reference	
Last Update (insert Date)	28/02/2019
Disclosure and Barring(DB)	Yes
Check Required:	<b>Level:</b>
<b>2. JOB PURPOSE</b>	
<p>The post-holder is responsible and accountable for assessing, planning, delivering and evaluating high quality critical care and post anaesthetic care and as appropriate, leading the team. Care is provided according to the individual needs of the patient and Consultant.</p>	
<b>3. ORGANISATIONAL STRUCTURE</b>	
<p></p>	
<b>4. ROLE OF DEPARTMENT</b>	
<ul style="list-style-type: none"> <li>• To provide level 2 critical care of patients undergoing invasive procedures admitted to the hospital</li> <li>• To provide level 2 critical care of patients admitted via the medical warc</li> <li>• To provide level 3 critical care as required</li> <li>• To provide support to the wards via the Outreach Service</li> <li>• To provide post anaesthetic care to surgical patients within the Theatre Recovery Room</li> </ul>	

## 5. RESPONSIBILITIES OF THE POST

1. Assessing, planning, delivering and evaluation of a high level of critical care for patients
2. Delivery of a high level of post anaesthetic care for patients within the Theatre Recovery Room
3. Working with the Anaesthetic team to deliver high quality, safe patient care.
4. Delivering an Outreach service to the ward, offering support and guidance in the care of the acutely unwell patient.
5. Promote the safety, wellbeing and interests of patients, visitors and staff to the clinical areas
6. Active member of the emergency response team.
7. Participation in the on-call rota and internal rotation of shift (inc night duty)
8. Exhibiting a high level of teamwork with the unit and in the wider hospital environment.
9. Participate fully as a team member, including working in all areas of the CCU and Theatre Suite, to promote a cohesive team and the achievement of team objectives.
10. Taking charge of the shift in Recovery and Critical Care Unit.
11. Effective management of resources within the department
12. Participate in education, training and development of other staff.
13. Ensure all equipment is checked prior to use and any faults reported immediately.
14. Help to prevent cross infection by observing departmental policy regarding dress, the maintenance of a clean working environment and exhibiting a high level of skill and knowledge to carry out effective infection control practice.
15. Provide initial urgent or emergency care as required
16. Adhere to the procedures for the use of supplies, ordering requirements for the Department as directed by line manager.
17. Ensure accurate and contemporaneous documentation of care and adhering to local policy.
18. Ensure accurate patient documentation of peri-operative care
19. To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
20. Maintain the safe custody, handling of drugs in accordance with hospital policy.
21. To undertake such duties as may be required from time to time as are consistent with the responsibilities of the grade and the needs of the service.
22. Participate in the reporting of incidents and comply with any ensuing investigations.
23. Maintaining awareness of current clinical standards and national guidelines for safe and effective patient care.
24. Ensure a commitment to improve existing skills within the critical care and post-operative environment.

## 6. GENERAL INFORMATION:

- This job description is not intended to be an exhaustive list of duties, but mainly to highlight the current main responsibilities of the post. It may be reviewed and altered in the light of changed service needs and developments after discussion with the post holder.
- The post holder will be required to comply with all policies and procedures issued by and on behalf of the Hospital of St John and St Elizabeth.
- The Hospital is an equal opportunities employer and the post holder will be expected to promote this in all aspects of his/her work.

#### **6.1 Other Duties:**

To undertake any other similar duties, as required by the manager.

#### **6.2 Confidentiality:**

All information in relation to patients and staff must be held in the strictest confidence and may not be divulged to any unauthorised person at any time without the authorisation of your manager or unless it is in the best interest of the individual. The post holder must maintain the confidentiality of information about patients, staff and other Hospital service business in accordance with the Hospital's [Information Governance](#) requirements, the [Code of Confidentiality](#) and the [General Data Protection Regulation \(GDPR\) \(EU\) 2016/679](#). A breach of confidentiality in relation to manual or computer data will result in disciplinary action being taken in accordance with the Hospital's disciplinary procedure and may lead to dismissal.

#### **6.3 Health and Safety:**

Employees must be aware of the responsibilities placed on them under the [Health and Safety at Work Act 1974](#) to ensure that the agreed safety procedures are carried out to maintain a safe environment.

#### **6.4 Risk Management**

You have a responsibility for the identification of all risk which have a potential adverse affect on the Hospital's ability to maintain quality of care and the safety of patients, staff and visitors, and for the taking of positive action to eliminate or reduce these.

#### **6.5 Equal Opportunities and Diversity**

As a member of staff at the Hospital of St John and St Elizabeth you have a personal responsibility to ensure that you do not discriminate, harass or bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

You also have a responsibility to ensure that all people that you have contact with during the course of your employment, including patients, relatives and staff are treated equally in line with the Hospital's Equal Opportunities and Diversity Policy.

You are also required to co-operate with measures introduced to ensure equality of opportunity

#### **6.6 Codes of Conduct**

The Hospital will provide a supportive environment, in line with the Hospital's Code of Conduct. Any breaches of the Code will be promptly, fairly and reasonably investigated in-line with any associated procedures.

#### **6.7 Infection Prevention and Control**

Infection Prevention and Control is everybody's responsibility. All staff, both clinical and non-clinical are required to adhere to the Hospital's Infection Prevention and Control policy and make every effort to maintain high standards of infection prevention and control at all times thereby reducing the burden of Health Care Associated Infections. Line managers will discuss this with staff as part of the appraisal process.

#### **6.8 Management of Hospital Values**

Managers are expected to lead by example and deliver the values of the Hospital at all times. They must support the Hospital to deliver excellent service to our patients and visitors. It is understood that as the business evolves, the expectations of the patients will rise and so too will the level of service delivery.

**This is an outline of the post holders key duties and responsibilities. It is not intended as an exhaustive list and may change according to the hospital's needs and priorities and following discussion with the post holder.**

**7. CREATED BY: Elaine Spence**

**SIGNATURE:**



## PERSON SPECIFICATION

### Post Title: THEATRE SCRUB PRACTITIONER – BAND 6

Criteria		Essential	Desirable	Assessment
<b>Qualifications</b>	Registered Nurse	✓		Registration Documents
	Recognised post graduate Critical Care qualification		✓	
<b>Experience</b>	Minimum 5 years experience within the Critical Care environment	✓		Interview & CV
	Experience within the Theatre Recovery Room environment		✓	
<b>Skills and Knowledge</b>	Competence in delivering a high level of critical care	✓		Interview & CV
	Competence in delivering a high level of post anaesthetic care		✓	
	Good computer and numeracy skills	✓		
	Ability to analyse and put into practice evidence based practice	✓		
<b>Attributes and Qualities</b>	A high level of communication skills within all disciplines	✓		Interview & CV
	Flexibility in response to needs of the department	✓		
	Ability to deliver a high level of customer service to patients and Consultants	✓		
	Good Team working skills	✓		
	Ability to exercise rational judgement when escalating issues	✓		