

**The Sandford Nursing Home
Job Profile**

Role title	Registered Staff Nurse	Date	February 2024
Reports to	General Manager	Version	2
DBS	Enhanced		

Job purpose:

To work within and lead the Nursing Home team, assisting residents with activities of daily living, promoting independence, and maintaining an individual's dignity and respect. Provide leadership in the care of people with complex needs

Main accountabilities:

Professional and Management:

1	To be registered with the NMC and hold a current up to date PIN
2	Meeting statutory requirements of a Registered Nurse, adhering to all NMC guidelines and directives e.g. code of conduct, PREPP etc.
3	To take responsibility as the 1st or 2nd level nurse in charge of the Home as planned on weekly off duty
4	To lead the development implementation and evaluation of care plans for residents with complex needs and for other residents as allocated named nurse
5	To maintain confidentiality regarding all aspects of care and management of the home
6	To delegate responsibility to junior staff and carers within legal boundaries
7	To be knowledgeable regarding Health and Safety at work including environmental health and infection control and promote healthy and safe working practices

Clinical:

8	Administration of medication as prescribed, following correct procedure
9	To have knowledge of and the use of any equipment within the home and provide advice, training and support to colleagues when required
10	To be knowledgeable regarding emergency procedures pertaining to the home and client group. Ensure emergency equipment is available, working properly and sufficient.
11	To liaise with G.P. and other health care professionals as and when necessary to ensure the health needs of residents are identified and met
12	To ensure continued professional development of clinical skills and to support others in developing competence in meeting the needs of residents

Administrative:

13	To ensure correct allocation of care staff duties, daily workload and area of the home to be worked in
14	To supervise and assist in key worker allocation and provision of care and support to named resident
15	To ensure safety and well-being of staff and residents within the home
16	To monitor and supervise correct usage and implementation of policies and procedures in line with Health and Safety
17	To take part in staff meetings and make a constructive contribution to the operation of the home
18	To foster good working relationships
19	To comply with the Care Standards Act 2000
20	To maintain proper and accurate records regarding residents and other home documentation

21	To bring to the attention of management any repairs and renewables of equipment, fixtures and fittings
22	To resolve problems arising, if possible and refer on as necessary
23	Close liaison and communication with Management on all aspects of the successful running of the home
Training:	
24	To attend all mandatory training including (but not limited to) fire safety, data protection, moving and handling.
25	Ensure that you meet the requirements of the NMC (or any successor body) for maintaining professional registration and revalidation.
26	To be up to date with recent care developments, attend relevant courses and teach other staff as appropriate
27	To develop training methods for the improvement of residents rehabilitative processes with hands on involvement
28	To contribute to induction training, staff supervision and on-going training of existing staff including supporting nurses registered overseas and junior colleagues to meet the registration requirements of the NMC
Care Planning:	
29	To contribute knowledge and expertise to the development of care plans that are always responsive and appropriate to the needs of residents
30	To ensure that records are accurate, understandable and maintained in a timely fashion
31	To be involved in assessment and review meetings with colleagues and others involved in the care of residents.
32	To ensure all relevant information is handed over at the change of shifts.
Health and Safety: In order to maintain a safe working environment, keep yourself and others safe, maintain a positive safety culture and help your Supervisor / Line Manager and/or Trade Union Representative / Safety Representative achieve our Health & Safety aims and objectives you will be conversant with the Current Health And Safety Policy on the Intranet in particular the Statement of Intent and section 5.6 and 5.7 of the Policy "Health & Safety Responsibilities".	
Data Protection:	
<ul style="list-style-type: none"> • To follow the Data Protection principles in all work activity • To attend any training specific to the role regarding GDPR 	