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hospice care in your home or ours

Job Description

Flexibank Staff Nurse

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Registered Charity No: 1121561

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Job Title: Flexibank Staff Nurse

Department: Adult Community/ IPW

Contract Terms: Hours offered as per department requirements

Salary: £14.66 - £16.02ph (Depending on experience)

Location: **ellenor** Hospice, Gravesend, DA11 7HQ

Responsible To: Operational Lead

Accountable To: Director of Care

Manages: n/a

About

Us: The organisation operates an in-patient ward located at the Hospice in Northfleet, comprehensive community services for adults and children, and a variety of outpatient and Wellbeing services. All services are supported and delivered through a multidisciplinary team (MDT).

The adult in-patient ward currently accommodates 7 beds. The Medical Service provides dedicated support to adult inpatients and outpatients, including ward rounds, admissions, home visits, and participation in MDT meetings.

The Adult Living Well Service offers outpatient clinics along with Physiotherapy, Occupational Therapy, and Wellbeing Services. These include Complementary Therapy, Counseling, Bereavement Support, Family and Carer Support, and Chaplaincy.

The Community Service comprises the Adult Hospice at Home Team and the Care Home Support Team. The Medical Team supports these services by reviewing patients in clinics, at home, and in nursing homes.

This service provides specialist nursing care and hands-on support, as well as short breaks for children with cancer or life-limiting care needs in their own homes. Medical support for the Children's Team is delivered by the young person's GP and consultants from tertiary centres in London.

The core area of service includes Dartford, Gravesham, and Swanley, covering a population of approximately 270,000 people, including over 45,000 adults aged 65 and above.



Scope and Job Purpose:

- Ensure the highest possible standard of holistic care for patients with support for their families and those closest to them;
- Participate in the assessment of care needs, development, implementation and evaluation of programmes of care;
- Carry out relevant forms of care without direct supervision;
- Supervise non-registered nursing staff; and volunteer assistants
- To triage out-of-hours calls, giving advice if appropriate or referring to an on-call Senior Nurse or Doctor as necessary.
- To provide practical hands-on care at home or Inpatient Ward over seven days per week utilising differing levels of nursing staff and in partnership with other local agencies and resources.
- You will work as part of an integrated team of nurses contributing to overall care, providing practical nursing interventions you will direct and work alongside Nursing Assistants within in the relevant setting



Main Duties and Responsibilities:

Clinical Practice

- Work within **ellenor's** mission and philosophy at all times and base care on evidence-based practice.
- To work within the local operating procedures for the appropriate area.
- Use a systematic process of assessment of care needs, involving the patient and family in planning the agreed care as far as possible.
- Maintain patient dignity and privacy at all times and especially during implementing the care planned
- Ensure accurate evaluation of care and treatment provided with timely reporting of outcomes to the Medical and Nursing teams.
- To work effectively as part of a team to ensure the highest standards of care and quality are delivered and maintained.
- Ensure all care is documented clearly in the electronic patient notes and completed in line with mandatory legal requirements, in particular, that it is accurate and contemporaneous
- Undertake all paper documentation such as joint assessments in a timely manner as above, ensuring it is accurate, relevant and contemporaneous.
- Ensure that patient consent is given prior to any treatment or care.
- Encourage family participation in the care of the patient where appropriate respecting individual and cultural choices as well as patient's wishes.
- Take an active role in preparation and participation in the weekly MDT patient review meetings.
- Actively promote patients' preferred "place of care" choices and work towards home discharge in a timely and effective way.
- Support the palliative care needs of patients in the community by working with the Hospice at Home team providing telephone advice out of hours, providing reassurance as appropriate and passing calls to Clinical Nurse Specialists as appropriate.
- Liaise with all internal and external colleagues to ensure smooth communication of patient information
- To establish a therapeutic relationship with patients and relatives to enable active involvement in informed decision-making, if this is their wish.
- To use communication skills during assessment, implementation and evaluation of all aspects of patient care and treatment.
- To liaise with appropriate staff to facilitate effective hospice admission and discharge planning.
- To offer bereavement support to carers as per the hospice-agreed pathway.
- To attend Gold Standard Framework (GSF) and other meetings as appropriate.
- To liaise and communicate with community, nursing home and hospital staff in order to raise awareness and promote Hospice services.



- To liaise and work in partnership with the Primary Health and Social care professionals and the hospice multi-professional team, in meeting the patient's palliative care needs.
- To undertake any other duties considered to fall within the scope of the position of Staff Nurse, as directed by the Team Leader.
- To work safely, in line with lone working and other related policies.
- Ensure that risk assessments are updated in a timely manner.
- Act as patient advocate in line with NMC guidance.

Audit & Quality

- To be aware of new developments in palliative care.
- To participate in nursing and interdisciplinary audit projects.
- To participate in the hospice Clinical Governance programme.

Professional Conduct

Each Registered Nurse is responsible for his/her actions and practice and is accountable to patients and those close to them for the care he/she administers he/she must abide by the code of professional conduct as laid down by the NMC.

Health and Safety

The post holder has the responsibility to take reasonable care of self and others in relation to managing risk, health and safety and will be required to work within the appropriate policies and procedures.

General

- To be aware of the philosophy of **ellenor** and to behave as a fit representative
- To abide by **ellenor's** general confidentiality policy
- To keep abreast of and work in accordance with hospice policies as outlined in the staff handbook, the Library or the policy folders held in each department.
- To undertake a bi-annual performance review when a personal development plan will be discussed
- To attend statutory and specialised training when required
- At **ellenor** we are committed to creating and managing a safe working environment for all our staff, visitors, volunteers and patients. All **ellenor** employees are expected to know, understand and deliver their Safety Responsibilities. All **ellenor** employees may be set at least one Safety Objective by their manager or supervisor which must be delivered if they are to meet their objectives.

Person Specification:

(All criteria are essential unless stated otherwise)

Education / Qualifications:

- First Level Registered nurse with at least one year post registration experience
- Diploma or degree qualification in Nursing (Desirable)

Experience:

- Experience working in palliative care, end of life or oncology

Knowledge, Skills and Attributes:

- Good understanding of the role and the role that specialist palliative care has in end-of-life care
- Ability to work flexibly and effectively with patients, families and colleagues
- Resilient and able to meet the complex demands of the post, taking on unscheduled tasks and working well under pressure
- Ability to work autonomously with an unpredictable work pattern, managing time, commitments and priorities

