

Job Description

Role:	Day Hospice Staff Nurse (Bank)
Reporting To:	Day Hospice Team Leader
Accountable To:	Day Hospice Team Leader and Head of Care
Location:	KEMP Hospice, Mason Road, Kidderminster, DY11 6AG

Purpose of the post

- As part of our multi professional team you will provide patient-centred care to patients requiring specialist palliative care in a day hospice setting, developing your skills and knowledge to meet the needs of our patient group.
- To give support to the families, carers and those important to our patients.
- To maintain and develop the clinical effectiveness of the services offered within a relaxed, welcoming and informal atmosphere.

Main Duties and Responsibilities include, but not limited to:

- Plan and deliver appropriate care in consultation with the multi professional team.
- To facilitate communication and co-operation with other health care multidisciplinary teams and with both statutory and voluntary agencies.
- To be aware of changing policies, practices and innovations within nursing and palliative care to promote evidence-based clinical intervention, care and support ongoing developments at the Hospice.
- To support and supervise volunteers in the Day Hospice.
- Provide flexibility in role and approach, dependent upon patient and organisational needs.

Clinical

- Ensure patients' views are taken into account when planning care by establishing their care needs and preferences both on admission and continually thereafter, including identifying advance care planning needs.
- Demonstrate practice that is evidence based and up to date.
- Able to use professional knowledge and experience to influence decision making to improve outcomes for patients and the team.
- Keep accurate clinical records in accordance with KEMP's policy and procedures, and ensuring all data is recorded accurately on the clinical management software system (SystemOne).
- Participate in collaborative decision making with all those responsible for delivering care within the Day Hospice team to ensure that the patient's wishes and preferences are represented in every aspect of their care.
- Perform clinical procedures competently according to KEMP's policies, procedures and practice; provide nursing and personal care as required.
- Maintain accurate patient electronic records

- Negotiate and advocate on behalf of patients, relatives and staff, providing information and advice to patients, families, carers and those important to the patient and recognise the need to refer to other agencies and professionals.
- Maintain patient confidentiality, advocacy and respect patient's rights and wishes regarding treatment and care.
- Participate in reflective practice/clinical supervision.
- Work in accordance with NMC Code of Professional Conduct.
- To have a role in meeting and maintaining the standards set by the Care Quality Commission.

Supervisory

- Liaise with the Day Hospice Administrator and other support services.
- Take appropriate action to record, monitor and report complaints, accidents and untoward incidents, in line with hospice policy.
- Welcome all visitors to the Day Hospice, promoting good patient care and both internal and external relations.
- Ensure safe custody and administration of drugs in accordance with Hospice policy.

Education

- Participate and promote education and training for staff, volunteers and visiting students both formally and informally.
- Maintain personal professional development pertinence to current role and linking own development needs with KEMP's appraisal and objective setting process.
- Promote the use of evidence-based practice.
- Comply with mandatory training and other training mutually agreed with the Head of Care.
- Participate in audit evaluation and implement changes to improve patient care
- Contribute to research based projects.

General

All KEMP Hospice employees are required to:

- Abide by the Health & Safety at Work Act
- Respect confidentiality applying to all Hospice areas
- Work within Hospice policies and procedures
- Comply with the Hospice no smoking policy
- Participate in and contribute to team meetings
- Always behave in a professional manner, reflecting and maintaining KEMP values
- Undertake such other duties that are required commensurate with the role

All KEMP Hospice employees are expected to:

- Demonstrate a commitment to their own development, to take advantage of education and training opportunities and develop their own competence
- Support and encourage harmonious internal and external working relationships
- Make a positive contribution to fundraising and raising the profile of the Hospice

This should not be regarded as an exhaustive list of tasks, due to the nature of our work and size of our team at KEMP, we expect you to be flexible and we may need you to do reasonable additional tasks.

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Person Specification

Education and Qualifications	<ul style="list-style-type: none"> • Registered General Nurse on NMC register • Evidence of post-basic training and professional development
Specific Skills and Experience	<ul style="list-style-type: none"> • Experience of palliative care nursing in an inpatient or community setting • Excellent communication skills with experience of dealing with difficult situations. • Experience of identifying and assessing risk • Experience of using electronic patient records • Working collaboratively in a multidisciplinary service
Personal Qualities	<ul style="list-style-type: none"> • Good organisational skills and time-management • Effective team player • Non-judgmental and respectful of individual differences • Ability to remain calm in stressful situations/crisis • Self-awareness to manage the impact of working with distressed individuals
Desirable	<ul style="list-style-type: none"> • Experience of change management and implementing new practices • Experience in undertaking audit
Other Requirements	<ul style="list-style-type: none"> • This post is subject to an Enhanced Disclosure with the DBS. Further information can be obtained from www.disclosure.gov.uk.