



Marie Curie Job Description

Job title:	Registered Nurse
Department:	North West Nursing Services - STARS (Supportive and End of Life Care Service)
Reports to:	Service Manager
Accountable to	Regional Manager

Job Purpose/Summary

The Marie Curie Nursing Service is a community based palliative care service whose aim is to support patients and their carers within the community. This will usually be the patients own homes. This role involves linking and collaborating with other health and social care providers in primary, secondary, independent and voluntary care, to promote communication and seamless care and support for patients and their carers.

The Marie Curie Nurse will work with the Service Manager and Senior Nurse to assist in the management and delivery of the service. The Marie Curie Nurse will work collaboratively with District Nursing Teams, the NHS Out-of-Hours Service, the Palliative Care Co-ordination Centre, other Marie Curie Nurses and other palliative care service providers, in order to provide a proactive approach to delivering patient care in the locality to ensure an integrated and co-ordinated service.

Key relationships

Accountabilities (Duties and Responsibilities)

- Provide appropriate clinical support, to enable palliative care patients and their carers to receive care in their place of choice to be able to stay within their own home if that is their choice
- Be proactive in developing collaborative relationships with other care providers.
- Work within clear protocols and guidelines to deliver seamless care.
- To support the charity in the development of operational and clinical guidelines for the service
- To work within operational and clinical procedures that are currently in place and to highlight any gaps or concerns to the Service Manager and Senior Nurse (STARS) as appropriate.

Management

- To assist the Service Manager and Senior Nurse in ensuring integration with other Service Partners, NHS and voluntary sector services.

- To observe and monitor clinical and policy developments in the locality and share these with the Service Manager and the nursing team.
- To represent (when required) the service in the absence of the Service Manager at PCT/ MDT/DN/ GSF/LCCG meetings.
- When required to undertake the organisation and delegation of tasks/duties to other members of the team as appropriate during the shift
- To take on any additional responsibilities that may be required as part of the role

Clinical Responsibilities

- To be responsible for ensuring that the nursing assessment, care plan and other appropriate documentation is available and completed, up to date and followed in accordance with Marie Curie policy, standards and guidelines.
- To be responsible for the management of patient care during the visit
- To adhere and be professionally accountable to the NMC Code of Professional Conduct and be conversant with the Scope of Professional Practice and other NMC advisory papers.
- To act as an educator and advisor to the MDT and patients and families/carers and to provide advice, support for the carers and family according to their needs and the level of intervention required during the shift.
- To communicate and liaise where appropriate with the DN and Community Nursing Team to receive and provide handover and updates.
- To communicate with the existing palliative care service providers as to allocation of resources and booking of planned and emergency visits as required.
- To work independently as well as alongside other team members or other professionals when required.
- To ensure continuity of patient care by communicating and liaising with medical and nursing colleagues, providing accurate and timely reports of any changes in the condition of the patient.
- Maintain accurate records in order to reduce the risk of errors.
- To understand the systems for accessing the local NHS policies and procedures, for example infection control and drug policies.
- To maintain a level of knowledge, skill and competence related to current drugs/therapies in the treatment of pain and other symptoms.
- To maintain awareness of professional responsibilities by reading current, relevant literature and by taking up opportunities for personal and professional development, in order to meet the requirements to maintain registration to practice. |

Quality |

- To assist the Service Manager and Senior Nurse in ensuring that appropriate evaluation mechanisms are in place to make certain that the service delivered to patients is of the highest quality
- To use evidence-based practice to develop and maintain high quality patient care and ensure the continuous improvement of the Marie Curie Nursing Service

- To lead and participate in auditing the service and ensuring that recommendations from audits lead to effective changes to practice and service delivery
- At all times to act as an ambassador of Marie Curie to patients and their relatives, to colleagues and members of the public.
- Maintains IT competency in order to make full use of mobile phones, e-mail, the internet and on-line training.

Leadership

- Support the Service Manager and Senior Nurse through positive and proactive managerial and clinical leadership with other colleagues and HCAs through observation, monitoring and supervision of all aspects of nursing practice.
- Observe and monitor staff providing evidence to the Senior Nurse of the standard of care delivery and overall performance.
- Monitor resources and report concerns and /or deficiencies to the Service Manager ensuring staff use resources with due regard to economy and efficiency.
- Assist the Service Manager and Senior Nurse with all aspects of clinical governance by taking a lead role for the STARS Supportive and End of Life Care Service as directed.
- Act up in the absence of the Senior Nurse as required.

Education and Development

Support the Service Manager and Senior Nurse in the Induction and training of staff. Be involved in mentoring and support for staff within agreed and accepted standards and guidelines. Undergo such training as may be required to carry out competently the needs of the job.

General

In addition to the specific duties and responsibilities outlined in this job description, all Marie Curie employees should be aware of their specific responsibilities towards the following:

- Marie Curie is committed to encouraging volunteering throughout the organisation and as such the post holder will be expected to support and respect volunteers, and may be asked to work alongside or supervise a volunteer as part of their role whilst working at Marie Curie.
- Marie Curie operates a no-smoking policy. The post holder should either be a non-smoker or be prepared not to smoke in **any** Charity premises, grounds or vehicles or when on Marie Curie business outside the office.
- Adhere to all health and safety and fire regulations and to co-operate with the Charity in maintaining good standards of health and safety.
- Adhere to all Marie Curie policies and procedures at all times

- Actively promote and support the safeguarding of vulnerable adults, young people and children, observing and adhering to Marie Curie policies on safeguarding
- Uphold ethical and professional standards and not behave in a manner that is likely to bring the Charity into disrepute.
- Promote and sustain a responsible attitude towards equal opportunities and diversity within the Charity.
- Demonstrate a commitment to on-going registration requirements or any national professional or occupational standards associated with the role.
- Demonstrate a commitment to on-going learning and development and to participate in any training relevant to the role.
- For designated roles, the post holder will be responsible for health & safety, business continuity planning and/or risk management. (These responsibilities will be notified on appointment).

Physical activities required by the role include but are not limited to patient handling, frequent standing, sitting, walking, climbing up and down stairs, kneeling and crouching to attend to patient needs (including in an emergency situation) and load handling.

This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of the charity at any time after discussion with the post holder.



Marie Curie Person Specification

Job title: Registered Nurse

Criteria	Essential	Desirable	How assessed
Skills / Abilities	<ul style="list-style-type: none"> ➤ Communicate with people in a diplomatic and tactful manner. ➤ Ability to work in a complex and stressful environment and demonstrate appropriate coping mechanisms. ➤ Ability to quickly identify and solve problems and take action to address issues ➤ Ability to use own initiative. ➤ Ability to work in an unsupervised setting ➤ Able to use a mobile phone, text messaging, e-mail, on-line training and the internet 	<ul style="list-style-type: none"> ➤ Ability to use a smart device eg android tablet 	<ul style="list-style-type: none"> ➤ Application form/ interview
Knowledge	<ul style="list-style-type: none"> ➤ Up to date awareness of nursing care for patients with palliative care needs ➤ Up to date awareness and understanding of specific needs of palliative care patients in the terminal phase. ➤ Must have knowledge and be able to use Information technology such as Microsoft Office packages (Word, Excel, Outlook etc) to record and monitor patient care activity 		<ul style="list-style-type: none"> ➤ Application form/ interview

Qualifications, training and education	<ul style="list-style-type: none"> ➤ RN Registration Level 1, with relevant post – registration qualification, e.g. ENB 931 or Diploma in Palliative care or equivalent ➤ Willingness to undertake necessary Diploma level modules and/ or any additional education & training as required by the role. 	<ul style="list-style-type: none"> ➤ Degree in Palliative /cancer care or equivalent 	<ul style="list-style-type: none"> ➤ Application form
Experience	<ul style="list-style-type: none"> ➤ Experience in NHS or other relevant care setting in palliative care. ➤ Experience of working in a palliative care environment e.g. hospice ➤ Experience of working in the community 		<ul style="list-style-type: none"> ➤ Application form/ interview
Other requirements	<ul style="list-style-type: none"> ➤ Demonstrate a commitment to continual professional development. ➤ Hold a current and valid driving licence and have access to a vehicle which includes business insurance cover. ➤ In areas/services where there is the use of a pool car, hold a current and valid manual driving licence ➤ Willingness to work unsocial hours. ➤ Access to email and the internet ➤ Must be able and willing to support a flexible approach to working patterns and locations 		<ul style="list-style-type: none"> ➤ Application form interview ➤ Application form interview

Where appropriate, reasonable adjustments to these criteria will be considered to accommodate personal circumstances such as disabilities



Marie Curie Terms and conditions

Job title	Registered Nurse
Salary scale	MC Pay Scale Nursing Service – Clinical
Salary	£27,000 (Full time equivalent)
Working hours	1 x Full time post (approx. 5 shifts per week) (See Special Conditions for further details)
Contract	3 Year Fixed Term Contract
Annual leave entitlement	25 days (plus 8 bank holidays) pro rata
Notice period	One month (after six months service)
Disclosure Check	Enhanced with barred

Registered Nurse				
Location	Day (except bank holidays) 7.00 am to 9.00 pm	Night 9.00 pm to 7.00 am (Mon to Sat)	Weekend nights (9.00 pm Sat to 7.00 am Sun, 9.00 pm Sun to 7.00 am Mon)	Bank holidays (9.00 pm day before BH to 7.00 am day after BH)
National	£15.40	Day rate + 20 %	Day rate + 30%	

Special Conditions:

Core hours are over a 7 day period:

- 8am to 6pm - Monday to Friday
- 8am to 4pm - Saturday, Sunday and Bank Holidays
- 7.5 hour shifts will be allocated on a Rota Basis to cover 7 day service
- Allocation of hours to be confirmed at offer stage
- There is an expectation that on occasion, some working hours may fall outside of the core hours detailed above, to allow for staff monitoring. These occasions will be ad hoc and with prior notice

Other benefits

- Continued access to NHS pension Scheme (if eligible).
- Travel Allowance - Paid Mileage: £0.45 per mile
- Access to Clinical Supervision Group.
- Access to CommuniCare Lone Worker Safety System.
- A mobile phone is provided – for work related calls only
- Training and education programme.
- Loan schemes for bikes; computers and satellite navigation systems. Season ticket