



## Marie Curie Job description

<b>Job Title:</b>	Registered Nurse – Flexibank
<b>Department:</b>	Marie Curie Nursing Service
<b>Location:</b>	Various Locations
<b>Reports to:</b>	Clinical Nurse Manager, Marie Curie Nursing Service
<b>Accountable to:</b>	Regional Manager

### Job Purpose/Summary

- To provide high quality nursing care and participate in the assessment, planning, implementation and evaluation of the care needs for the patient group in a palliative care setting.
- To act in accordance with the Nursing Midwifery Council (NMC) code of professional conduct and Marie Curie policies and procedures.
- To work with the multi-disciplinary team and other hospice services to provide holistic care
- Deliver patient centred care to patients receiving Palliative and/or End of Life Care

### Key Relationships

- Patients and their family and friends
- Clinical Nurse Managers
- Multi-Disciplinary team members

### Accountabilities (Duties & Responsibilities)

#### Clinical

- Provide care through a patient-centred approach and evidenced based practice, assess, plan, implement and evaluate patient care.
- Administer medication and treatment as prescribed in accordance with the NMC's and the Charity's policies and guidelines.
- Provide emotional, psychological and spiritual support for patients and carers.
- Act as a patient advocate and always in the best interest of patients and carers.
- Liaise with the multi-disciplinary team regularly to ensure timely delivery of care and foster good working relationships.
- Ensure that patients and carers receive accurate current information relevant to their need.

- Liaise and communicate as appropriate with external partners to provide seamless care and to manage changes in a patient's condition
- Manage your time effectively in order to maintain high standards of nursing care.
- Demonstrate competency in your knowledge and clinical skills.
- Participate in multidisciplinary team meetings as required.
- Act as a positive role model.
- Help maintain a pleasant and safe environment for patients, carers and other professionals.
- Demonstrate a current knowledge of infection prevention and control practices through the delivery of clinical care and maintenance of a safe environment in accordance with infection prevention and control practices and policies (to include attending annual mandatory updates and by challenging infection prevention practices, reporting breaches using relevant policies as appropriate)

### **Communication**

- Be able to communicate sensitively with patients and their families.
- Maintain accurate and timely formal documentation including patient records, assessments, incident and monitoring forms.
- You must maintain confidential and personal information relating to staff, patients and the Charity. This must not be disclosed within or outside the place of work, except in the proper discharge of duties.
- You will be expected to communicate with staff at all levels throughout the Charity and external agencies as well as patients, visitors and the general public.
- Always practice appropriate and timely communication in the delivery of written, verbal and non-verbal communication when communicating with patients, visitors and the multidisciplinary team. Be aware of the nature of the palliative care environment, recognising the needs of palliative care patients with particular emphasis on death and dying.
- Recognise your role and the role of the Caring Services within the wider context of the Charity.

### **Management**

- Participate in the induction and orientation of new staff and visiting professionals.
- Participate in the assessment and training of junior staff.
- Ensure resources are adequately sustained by maintaining appropriate levels of supplies and stocks.

### **Education and Training**

- Ensure practice is updated in line with MC, PREP and NMC requirements.
- Participate in your own clinical supervision and, if appropriate, assist in the clinical supervision of other staff.
- Participate in your appraisal and training to develop a personal development plan and to achieve the set objectives.
- Attend all mandatory courses and training.

### **Audit**

- To contribute in the development of nursing activities and audit procedures whilst working within the clinical governance framework.

### **Other**

- Undertake training to develop additional skills as necessary within a competency framework, in relation to specific service or clinical practice developments.

## 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 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 no behaviour 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).

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 – FlexiBank

Criteria	Essential	Desirable	How assessed
Skills / Abilities	<ul style="list-style-type: none"> <li>- Ability to practice as a safe competent practitioner, applying evidence based practice.</li> <li>- Excellent communication skills -both written and verbal.</li> <li>- Good knowledge of professional accountability and responsibility and the limitations of the role.</li> <li>- Ability to identify problems and act appropriately.</li> <li>- Ability to manage a team and caseload.</li> <li>- Ability to deal with difficult/sensitive situations.</li> <li>- Able to undertake manual dexterity of nursing procedures.</li> <li>- Ability to manually handle patients and lifting aids.</li> </ul>	<ul style="list-style-type: none"> <li>- Understanding of clinical governance and its requirements.</li> <li>- Able to use information technology to include ability to refer to and input into electronic patient records and/or skills to participate in on-line learning programmes.</li> <li>- Previous experience of working within a specialist palliative care setting.</li> <li>-Experience of Palliative Care provision within a patient's home.</li> </ul>	Application/ Interview / Test
Knowledge	<ul style="list-style-type: none"> <li>- Up to date awareness of nursing care for patients with palliative care needs.</li> <li>- Up to date awareness and understanding of specific needs of palliative care patients in the terminal phase.</li> <li>- IT literacy - 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.</li> <li>-Must be able to recognise their role in the Safeguarding of patients</li> </ul>		Application / interview
Qualifications, training and education	<ul style="list-style-type: none"> <li>- Registered Nurse with post registration experience.</li> <li>- Evidence of Continuous Professional Development (CPD).</li> </ul>	<ul style="list-style-type: none"> <li>- Relevant qualification in speciality.</li> <li>- Teaching and assessing qualification.</li> </ul>	Application/ CV / Interview

Experience	<ul style="list-style-type: none"> <li>- Experience of working with minimal/without supervision.</li> </ul>	<ul style="list-style-type: none"> <li>- Recent experience of nursing patients with palliative care needs and/or oncology needs.</li> <li>- Experience of supervising people and managing resources.</li> </ul>	Application / CV / Interview
Other requirements	<ul style="list-style-type: none"> <li>- Demonstrate a commitment to continual professional development.</li> <li>- For roles including Community Services</li> <li>- Hold a current and valid driving licence and have access to a vehicle.</li> <li>- Willingness to work unsocial hours.</li> <li>- Access to email and the internet.</li> <li>- Must be able and willing to support a flexible approach to working patterns and locations.</li> </ul>		Application/ interview

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