

Job Title:	Band 5 registered Nurse
Reports to (job title):	Operational Lead, Hospital at Home
Line Manager to:	N/A

Job purpose

The Hospital at Home service is based in Swindon Intermediate Care Centre (SwICC) but working within patients' homes across Swindon. The role will be an exciting and innovative way of delivering excellent care to patients in their own home.

As a registered Nurse, you will be working across organisational boundaries to bring together the expertise of acute services with community services. The team has a primary focus on admission avoidance from the acute setting. Appropriate patients would have traditionally needed acute hospital treatment but instead receive acute multidisciplinary care in the place they call home.

You will be working as a Nurse, joining innovative and forward-thinking colleagues who are compassionate and committed to the people in the local community who use our services and go above and beyond to ensure they receive the best quality care.

Key Responsibilities

The team will consist of colleagues in a combination of advanced practice clinical roles and non-registered support roles from a range of disciplines. You will have close working relationships with internal colleagues in Care Coordination, Therapies and Nursing. You will also be involved in the development of patient pathways into, during and out of the service.

As a Nurse, you will work under minimal supervision and undertake tasks and duties delegated by the lead clinician. You will work collaboratively within the team to meet the needs of patients, in community settings.

Working alongside BaNES, Swindon, Wiltshire (BSW) Care Coordination Centres developing both push and pull models from 111/999 avoiding and reducing conveyances to an acute hospital & utilising Hospital at Home capacity.

Working as part of a multidisciplinary team and across the primary, secondary, acute, and social care interfaces in Swindon, you will be responsible for coordinating the provision of specialist interventions to meet the urgent health care needs of people who would have traditionally been hospitalised or those requiring facilitated timely discharge from emergency departments.

You will demonstrate responsibility and accountability for your clinical caseload and assist with the coordination of care across the whole patient/service user pathway.

As part of this role, you will be responsible for the following:

- **Clinical practice**- Delivering evidence based advanced clinical practice skills to ensure the appropriate management of patient's needs, supported by a senior clinician. Using skills of assessment, interpretation of tests within scope of practice, forward planning of care & treatment. Timely recognition of deteriorating patients, appropriate response, escalation & documentation.
- **Management** - Time organisation/management according to own workload, Act as patient advocate, day-to-day organisation of caseload, advise and recommend treatment, liaise with clinicians within the Hospital at Home team, supervision.
- **Leadership**- Act as a professional role model for colleagues. Demonstrate collaborative working partnerships challenging traditional professional boundaries but maintaining excellence, quality, safety & working within the scope of own professional practice.
- **Supporting the learning environment**- Commitment to & evidencing of personal professional development. Supporting colleagues and student nurses
- **Continuous improvement**- Identifying poor practice & supporting improvement opportunities as part of a Just Culture based on reflection.

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers, and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care

- Inspire
- Understand
- Communicate

Think

- Challenge
- Improve
- Learn

Do

- Accountability
- Involve
- Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images, or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware

that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients, and visitors. It is essential to always observe strict fire and security precautions.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance with the company's medicines policies to ensure the safe, legal, and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy, and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Registered Nurse
- Able to work autonomously and as part of a team
- Experienced in the use of NEWS2 diagnostic tool and when to escalate
- Contribute to the development of others, supervising and teaching, mentoring, including student Nurses
- Previous experience in elderly care, frailty, community services or relevant acute care speciality
- Excellent written and verbal communication, and interpersonal skills
- Ability to adapt to the demands of a constantly changing environment
- Good IT skills, including use of Systmone and Microsoft teams.
- Work within the NMC guidelines and standards.
- Experience of community, and ward nursing environments
- Good Communication skills across a range of media.
- Undertake evidence based clinical practice.
- Experience of caring for people with long term conditions
- Experience of pressure ulcer prevention
- Awareness of self-neglect, safeguarding and abusive situations to be the patients advocate.
- Ability to be an effective team member. Awareness of team dynamics.
- Work within the boundaries of legislation, policies, procedures, and standards.

Desirable

- Knowledge of Hospital at Home services
- Knowledge and previous use of remote monitoring

Other requirements: clean driving licence, Car driver, access to a vehicle for daily use

Employee signature

Manager signature
