

## **Job Description**

### **Job Title: Registered Nurse**

**Responsible to:** Registered Manager/ Nursing Team Lead

**Responsible for:** Health Care Assistants (on shift)

### **Job Purpose**

- Provide and supervise 24-hour nursing care at Broadway Lodge, providing cover for a variety of shifts as and when required.
- Plan, provide and direct patient care and support in a variety of clinical settings.
- In some situations, to act as “shift leader” ensuring quality nursing care and coordinated interdisciplinary care is provided in line with patient best interests.
- Constantly strive to maintain excellent quality of care to residents undertaking a 12-step treatment programme.
- As a Broadway Lodge employee, the postholder is expected to be a clear, effective communicator with an open, polite, and professional attitude. The postholder will respect all patients, carers and staff and contribute to a clean, safe, and friendly environment.

### **Scope of Responsibilities**

#### **Clinical Intervention**

- Establish a compassionate environment by providing physical, emotional, and psychological support to patients.
- Administer medication including full detoxification to patients, ensuring the Medical team are fully informed of progress whilst adhering to in-house policy.
- Recognises the significance of clinical observations made and liaise with the appropriate person.
- Observes behaviours and physical, emotional, and mental state of patients.
- Identify the priorities of nursing care for individual patients.
- Play a part in promoting health to patients.
- Maintain accurate and legible nursing records as stipulated by the NMC Record and Record Keeping standard.
- Maintain safe and clean working environment by complying with procedures, rules, and regulations.
- Carry out tasks as requested by the Registered Manager, Nursing Team Lead or Clinical Lead
- Act as Fire Officer, adhering to the procedures laid down by Broadway Lodge.
- Ensure that the premises are securely locked up at 11pm.
- Accountable for personal practice and report any mistakes or difficulties.
- Maintain a good level of knowledge of the treatment protocols and procedures.

#### **Communication**

- Work as part of a multi-disciplinary team, ensuring good communication between disciplines, liaising with internal departments and external services.
- Demonstrate pro-active communication strategies to meet the needs of patients, relatives, and colleagues.

### **Personal Development**

Nurses must co-operate and attend all appropriate mandatory and statutory training as required by the organisation and /or their professional bodies.

### **Health and Safety**

All staff have responsibilities to ensure that our working environment continues to be a safe, secure, healthy and fulfilling place to work.

Employees of Broadway Lodge are required to work in line with the Health and Safety Policy to ensure not only their own health and safety, but that of others too.

### **General**

- Act as an ambassador for the charity and encouraging others to do the same.
- Ensure the maintenance of confidentiality in respect of staff, volunteer and client records and all privileged information relating to the services of the Charity, its patients, staff and volunteers and particularly of the area for which directly responsible.
- All staff must be sympathetic to and able to project the philosophy and concept of rehabilitation care.
- The philosophy of Broadway Lodge is based on a multi-skilled, cross-departmental approach. Staff regardless of grade or discipline, are required to participate in this concept.
- To attend and participate in the annual appraisal.
- Broadway Lodge has in place provision for staff support. Staff are expected to exercise responsibility in accessing and providing whatever forms of support might be appropriate for them to ensure that they are able to offer the professional care for which they are employed. To attend an annual appraisal and regular supervision where necessary.
- Undertake any other duties which may be reasonably required.
- All employees have a responsibility to abide by all Broadway Lodge policies which can be found via the Broadway Lodge SharePoint.
- This Job Description may change, and the duties listed are not exhaustive.

**PERSON SPECIFICATION**

<b>JOB REQUIREMENT</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>EDUCATION AND QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>➤ Registered Nurse (adult). Either RGN or RMN.</li> <li>➤ GCSE Grade A-C in Maths &amp; English or skills level 2 Maths &amp; English or equivalent.</li> <li>➤ Appropriate level of verbal and written English language skills as determined by formal assessment (if English is not first language).</li> </ul>	
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>➤ Experience of working in a healthcare environment.</li> <li>➤ Evidence of continuing professional development.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Post qualification experience of working in a Health Care setting.</li> <li>➤ Experience working in the field of addiction.</li> </ul>
<b>KNOWLEDGE, SKILLS AND UNDERSTANDING</b>	<ul style="list-style-type: none"> <li>➤ Understands and acts in line with NMC professional standards for practice contained within The Code.</li> <li>➤ Understand requirements for NMC professional Revalidation.</li> <li>➤ Understanding of the importance of following procedures and care plans.</li> <li>➤ Exceptional communication and interpersonal skills, with the ability to put others at ease.</li> <li>➤ Knowledge of current professional issues.</li> <li>➤ Good organisation skills: able to plan own work but also work effectively within a team.</li> <li>➤ Ability to prioritise and make sound decisions, sometimes under pressure.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Understanding of use of audit in a clinical setting.</li> <li>➤ Understanding of a detoxification process.</li> <li>➤ Knowledge/understanding of Addiction rehabilitation.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Ability to use a range of IT applications, e.g., Word, Outlook and web-based applications.</li> <li>➤ Decision making; critical thinking and problem-solving skills</li> <li>➤ Ability to take part in reflective practice and clinical supervision activities.</li> <li>➤ Ability to deal with non-routine and unpredictable nature of workload and individual patient contact.</li> </ul>	
<p><b>PERSONAL QUALITIES</b></p>	<ul style="list-style-type: none"> <li>➤ A team player.</li> <li>➤ Non-judgemental approach.</li> <li>➤ Dignity, equality and respect for others.</li> <li>➤ Person centred approach.</li> <li>➤ Promotion of high standards of nursing care and understand the importance of creating a kind, compassionate and caring community for our clients.</li> <li>➤ Self-motivated, pro-active and resourceful.</li> <li>➤ Acts as positive role model for others.</li> <li>➤ Ability to develop effective and appropriate relationships with people, their families, and colleagues.</li> </ul>	
<p><b>PERSONAL CIRCUMSTANCES</b></p>	<ul style="list-style-type: none"> <li>• Ability to work flexibly to provide 24hr cover.</li> </ul>	