



PERSON SPECIFICATION

POST: STAFF NURSE (Grade 3) – Children’s service

Qualities	Essential	Desirable	Where Tested
QUALIFICATIONS/EXPERIENCE			
Qualified Nurse (RN Children or Learning Disability)	X		Application Form
Post Registration experience	X		Application Form
Post registration experience with children / young people	X		Application Form
Post registration experience in children’s palliative care		X	Application Form/Interview
Post registration experience with children with special needs		X	Application Form/Interview
KNOWLEDGE/SKILLS			
Demonstrates high standard of clinical care	X		References
Effective communication skills	X		References
Ability to teach and support other team members		X	References/Interview
Good team work and leadership skills		X	References/Interview
Understanding of research based practice	X		Interview
Experience of managing a ward/area		X	Application Form/References
PERSONAL QUALITIES			
Treats all patients with dignity, respect and understanding	X		References
Ability to set and maintain professional boundaries with staff, children, parents and visitors	X		References/Interview
Ability to work with multidisciplinary team	X		References/Interview
Positive attitude towards change Ability to recognise stress in oneself and others and to manage it effectively	X		Interview
Ability to be assertive with other staff members when required		X	References/Interview
Demonstrates motivation and commitment towards personal and professional development	X		Application Form/References

This person specification will be review on an annual basis with the post holder as part of the PDR and Knowledge & Skills Process



JOB DESCRIPTION

Post:	STAFF NURSE – Children’s Service
Grade:	Hospice Grade 3
Salary range:	Dependant on Skills & Experience
Reports to:	Clinical Sister

Background to hospice

Eden House Children’s Hospice provides specialist palliative care for children and young people presenting with a wide range of complex health problems, and their families. The care offered encompasses development, learning, social, emotional, medical and behavioural aspects. Referrals are received from the child/young person, family members and friends (with parental consent) and a wide range of practitioners, e.g. social workers, community and hospital staff, teachers.

Overall aims

- To provide a high standard of nursing care in a family led environment.
- To provide ongoing support to families in the community, in liaison with other involved professionals.
- To manage own caseload of children and young people and ensure continuity of care.

Key responsibilities

Clinical

1. To assess, plan, implement and evaluate nursing care of children/young people in partnership with them and their parents/guardians.
2. To provide a family centred environment in conjunction with all members of the multidisciplinary team.
3. To ensure all procedures are carried out in accordance with local and national policies in force within the Hospice.
4. To participate in standard setting, quality assurance and audit in order to maintain and promote high standards of care.
5. To contribute positively to the establishment of good communications and relations between staff and take personal responsibility for adherence to the same.
6. To ensure accurate and contemporaneous record keeping and observe confidentiality of such records at all times.
7. To take personal and professional responsibility for administration, storage and return of all medications in accordance with Hospice Policies and the NMC Code of Drug Administration.

Management

1. To support the Clinical Sister in her role, including supervision of other staff.

2. To take on the role of team leader on selected shifts, with prior agreement with the Clinical Sister
3. To provide support and guidance to junior members of staff.
4. To manage own caseload of children, establishing their patterns of care and communicating changes to other relevant health care professionals outside the Hospice.
5. To ensure peers and junior staff are acting, at all times, in accordance with their Codes of Conduct and within the hospice's policies and procedures
6. To take responsibility for link role and communicating information and knowledge to all team members.

Professional

1. To comply with the NMC Code of Professional Conduct for Nurses, Health Visitors and Midwives.
2. To maintain standard of conduct/physical appearance in order to retain public confidence.
3. To promote and maintain good team work and take personal responsibility to contribute to the team's healthy functioning.
4. To work within the guidelines of the The Local Safeguarding Children Board (LSCB) procedures or of successor bodies.
5. To adopt a positive and reflective approach to personal and professional development, participating constructively in annual appraisal reviews and actioning objectives.
6. To maintain confidentiality of children and families at all times, and respect confidentiality of all aspects of Hospice and staff affairs.
7. To maintain professional development by keeping up to date with current research and developments within palliative care and record such development in accordance with PPEP requirements.

Education, training and development

1. To attend staff development programmes, training courses, conferences and study days as deemed necessary, sharing and learning new skills and knowledge
2. To attend all training sessions and staff meetings as required
3. To maintain own professional portfolio and keep updated with developments and research based practice within given field of expertise.
4. To undertake specific training for specialist pieces of equipment and remain updated in same.
5. To take responsibility for attendance at mandatory training sessions in resuscitation, fire, child protection, moving and handling, and minibus awareness.
6. To provide clinical teaching to junior members of staff and students
7. To act as a mentor to junior staff and students, teaching and assessing in accordance with documented policies of the Hospice and the colleges/universities involved

Child protection

To report immediately any concerns regarding child and family in accordance with The Local Safeguarding Children Board (LSCB) or its successor.

Health and safety

To carry out duties placed on employees by the Health and Safety at Work Act 1974 and comply with the hospice's policy and procedures, including attendance at mandatory training sessions.

General

1. To maintain a high standard of personal hygiene and presentation, adhering to appropriate dress code.
2. To act at all times in a professional manner, respecting the needs of colleagues and cooperating to maintain a harmonious working environment.

This job description is subject to amendment and may be changed from time to time, in line with changing needs and duties, which are within the grade of the post