Job Description Nursing Associate

Reports to Clinical Team Leader

Job Summary

The post involves working as a member of a multi-disciplinary team providing care and support for children and young people (CYP) from 0 – 35 years, with life limiting conditions, and their families, in a homely environment. The post holder will be expected to work autonomously under the leadership of the Registered Nurse and actively participate in individual care throughout the 24-hour period on a rotational basis.

Key Responsibilities

- To provide a high standard of care for CYP with complex health care needs and members of their families.
- To work as a member of the multi-disciplinary team under the leadership of the Registered Nurse.
- To be accountable professionally and legally for all aspects of own work including the daily management of allocated CYP, working to the professional standards outlined in the Nursing and Midwifery Council Standards of Proficiency for Nursing Associates (2018).

Key Tasks

- Work flexibly alongside families in the direct care of their children, whilst maintaining best practice, allowing the family to choose the level of involvement with the Care Team.
- To plan and deliver a high standard of care based on best evidence; monitoring CYP's individual care needs throughout each shift.
- Contribute to ongoing assessments of CYP's care needs, recognising the need to refer to the Registered Nurse for reassessment.
- Be responsible for recognising change of CYP's clinical condition escalating any concerns to the Registered Nurse.
- Be responsible for the management of an allocated group of CYP on a shift basis as delegated by the Registered Nurse.
- Support and give direction to colleagues and carers to provide individualised care of CYP.
- Demonstrate excellent communication skills with CYP, family and members of the multi-disciplinary team.

- Maintain accurate records of all types both written/electronic and maintain confidentiality at all times.
- To administer oral, topical, nasal, ocular, inhaled, buccal or rectal medication as prescribed, monitoring potential side effects referring to the Registered Nurse as appropriate.
- To be a second checker for insulin and Controlled Drugs.
- To undertake specific nursing care procedures, for example urethral catheterisation, having demonstrated achievement of specific competency.
- With the support of Practice Educators, undertake and maintain skills identified in the Competency Framework.
- Maintain an up to date knowledge and awareness of issues around the safeguarding of CYP, ensuring that appropriate steps are facilitated through effective communication within the multi-disciplinary team.
- Report incidents, accidents and complaints to the Site Co-ordinator/CTL in house.
- Attend staff meetings and team briefings and participate in other meetings as appropriate.
- Liaise with outside agencies involved in the care and support of the CYP and their families.
- Participate in the orientation of new staff and students.
- Participate in staff support sessions provided by the Trust.
- Ensure that Trust Policies are adhered to, particularly Manual Handling, Health and Safety, Mental Capacity Act, Child and Adult Safeguarding and Infection Control.

Personal – Professional Development

- To identify own professional development needs to ensure development of appropriate objectives and training plans with line manager.
- Utilise learning opportunities of all types to enhance your performance and development.
- Ensure all personal mandatory training is completed.

All staff are reminded of their responsibility to adhere to Trust and Departmental Infection Protection Policies, including PPE use, cleaning and decontamination of the environment and equipment in order to protect their own health and that of service users, other employees and visitors.

Job Title: Nursing Associate
Person Specification

Requirement	**Essential**	**Desirable**	**Assessed by**
Assessed by: A = Application I = Interview R = References			
Criteria 1: *Qualifications*			
Nursing Associate with valid up to date registration with NMC.	X		A
Evidence of ongoing professional development.	X		A
Criteria 2: *Experience*			
Previous experience of working within an acute clinical setting which includes working with children or young people **(CYP)** with highly complex needs and disability.		X	A
Experience of effective collaborative working with professionals from other agencies and disciplines.	X		A I
Experience of working with children/young people with palliative care needs.		X	A I
Experience of clinical audit.		X	A I
Experience and good understanding of clinical supervision and reflective practice.	X		A I
Criteria 3*: Skills*			
Evidence of clinical nursing skills to include contributing to the assessment of CYP and interpretation of nursing observations, respiratory care (tracheostomy care), nutritional care/enteral feeding. Medicine management and understanding of Nursing Associate NMC guidance.		X	A
Able to communicate ideas effectively (oral and written). Demonstrates understanding of communication skills required to handover clinical information safely to Registered Nurse.	X		A I
Understanding of the Nursing Associate role in providing support to and working under the guidance of the Registered Nurse as well as working collaboratively with the wider multi -disciplinary team.	X		A I R
Ability to manage own time and workload effectively.	X		I R
Ability to support and supervise junior staff.		X	A I R
Enhanced communication skills including: Makaton, Augmentative and Alternative Communication (AAC), PECS.		X	A
Criteria 4: *Knowledge*			
Clear understanding of Nursing Associate role as per the NMC guidance and professional accountability	X		
Knowledge and experience of various physical and mental health conditions associated with CYP with life limited diagnosis and palliative care needs.		X	A
Understanding of the impact for the CYP and their families of living with a disability and managing complex health care needs.		X	A I

Requirement	Essential	Desirable	Assessed by
Assessed by: A = Application I = Interview R = References			
Good understanding of policies and procedures relating to safeguarding children - including Child in Need, Child Protection, Looked after Children.		X	A I
A working understanding of Clinical Governance and Care Quality Commission standards.		X	A I
Criteria 5*: Interpersonal Skills*			
Ability to cope with stressful situations	X		R I
Personal grief/loss resolved sufficiently to perform and cope in an environment that has likely exposure to bereavement concerns	X		I
Willingness to work flexibly and adapt to changing service needs.	X		I R
Enthusiasm, professionalism, positivity and good work ethic.	X		I R
Attitudes consistent with a child friendly, positive non-racist and equal opportunities approach.	X		I R
Criteria 6: *Equality*			
An understanding of the principles of equal opportunities as it relates to staff and service users and able to demonstrate personal commitment to challenging discrimination and promoting equalities	X		I R

This job description does not attempt to describe all the tasks and responsibilities of the post, but rather illustrates with examples the main role of the post-holder. It is therefore subject to alteration and development and will be reviewed jointly with the post-holder and Director of Care.