**Job Description**

**Nursing Associate**

1. **Job Purpose**

The Nursing Associate will be working with the multi-disciplinary team and the Registered Nurse to assess, plan, organise and deliver clinical care in line with service and patient’s needs and to support the Registered Nurses in the delivery of an excellent standard of care to patients and their families in the Inpatient Unit. The Nursing Associate will work independently, under the leadership of the Registered Nurses, within all aspects of the nursing process.

1. **Key Tasks**

**Operational**

* To assess, plan and deliver care under the leadership of a Registered Nurse to patients requiring palliative and/or end of life care.
* To offer timely and individual direct care based on patient need.
* To monitor patients for symptoms and provide nonpharmacological relief where possible, administering medication via all conventional methods and referring for senior advice when appropriate.
* To administer prescribed medication in accordance with NYHC guidance and policy.
* To recognise changes in patients’ conditions which may require the intervention of others and ensure that this is completed in a timely way or escalation procedures are followed.
* To be a second checker for controlled drugs.
* To undertake various nursing skills as required such as: insertion and removal of urinary catheters, subcutaneous cannula insertion, venous cannula insertion.
* Responsible to collect, collate, evaluate, and report information, maintaining accurate patient records in all formats, including written and electronic patient information systems.
* To accurately undertake risk assessments and re-evaluate prescribed care when required.
* To function as an advocate for patients, ensuring that any barriers to patients’ wishes are challenged and patients’ dignity maintained.
* To communicate fully and effectively with patients, their families, and professional colleagues to ensure a safe and needs led care pathway.
* To work as a member of the multidisciplinary team to ensure a co-ordinated and defined management plan/plan of care for each patient.
* To support, train and function as a role model to junior or less experienced members of the team.

**Regulatory**

* Ensure NYHC’s policies relating to the security, control and administration of drugs, are adhered to in line with NMC guidance.
* Ensure that clinical risk management and safeguarding procedures and relevant good practice guidelines are always followed.
* To act within the Professional Bodies Code of Practice and NMC Code and Standards for Nursing Associates.

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall business objectives of the organisation.

**Overarching responsibilities**

* Embedding the values of the organisation in your working practices, evidence this regularly and ensuring this remains a priority.
* To live out our values, which drive all that we do, in the context of your everyday work following our behaviour framework.
* To work in accordance, and fully comply, with our organisational policies and procedures.
* To perform all duties in accordance with the law, regulations, organisational frameworks, recognised professional guidelines and the have a commitment to FREDIE, integration and collective decision making.

Throughout your time with us we will conduct ongoing employment checks and performance reviews relevant to your role, for example professional registration checks, DBS, appraisals, and regular contact meetings.

1. **Terms and Conditions**

Reports to: Senior Nurse

Hours: Variable

Location: North Yorkshire Hospice Care sites

1. **Person Specification**

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| --- | --- | --- |
| **Required qualities:** | **Is it essential or desirable?** *Essential = E**Desirable = D* | **How is it assessed?** *Application = A**Interview = I**Task/Assessment = T* |
| **Education/Qualifications** |
| 1. Registered Nurse Associate on the NMC Register. | **E** | **A** |
| 2. Nursing Associate Foundation Degree. | **E** | **A** |
| 3. Minimum GCSE Grade C or four in Maths & English or Key Skills level 2 in Maths & English | **E** | **A** |
|  |  |  |
| **Experience**  |
| 1. An understanding of the role of the Nursing Associate within the organisation and how this may contribute to service development. | **D** | **I** |
| 2. Considerable understanding of palliative care  | **E** | **I** |
| 3. Experience of working within palliative and end of life care.  | **D** | **A, I** |
| 4. Experience of working in teams under appropriate supervision as part of the multi-disciplinary team  | **E** | **A, I** |
| 5. Ability to support, delegate and supervise, assess, and function as a role model to colleagues and learners within the work environment  | **D** | **I** |
| **Knowledge/Skills** |
| 1. Excellent communication and people skills  | **E** | **I** |
| 2. Excellent organisational skills  | **E** | **A, I** |
| 3. Ability to work well within an MDT  | **E** | **A, I** |
| **Personal Attributes** |
| 1. Strong commitment to the ethos and values to NYHC and to the delivery of excellence in all aspects of care provision  | **E** | **I** |
| 2. Communication skills and interpersonal style that engage, motivate, inspire, and enthuse staff and volunteers.  | **E** | **I** |
| 3. Demonstrates a strong commitment to the value of teamworking.  | **E** | **A, I** |
| 4. Ability to monitor high standard of nursing care  | **D** | **I** |
| 5. Flexible and adaptable in your work. | **E** | **I** |
| 6. Value honesty and integrity | **E** | **I** |