

Job Description

Job title	Staff Nurse												
Project/team	Treatment Team - Medical												
Main place of work	Clouds House												
Report to	Nurse Team Leader												
Date This is the date the job description was written	11/01/2017												
Key contacts Internal and external	<table border="0"> <tr> <td>Registered Manager</td> <td>Human Resources</td> </tr> <tr> <td>Treatment and Care Director</td> <td>Counselling Team</td> </tr> <tr> <td>Heads of Service (A o A)</td> <td>Administration Team</td> </tr> <tr> <td>Lead Nurse</td> <td>Housekeeping Team</td> </tr> <tr> <td>Nurse Team</td> <td>Admissions Team</td> </tr> <tr> <td>Maintenance Team Leader</td> <td>Quality Manager</td> </tr> </table>	Registered Manager	Human Resources	Treatment and Care Director	Counselling Team	Heads of Service (A o A)	Administration Team	Lead Nurse	Housekeeping Team	Nurse Team	Admissions Team	Maintenance Team Leader	Quality Manager
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Main purpose of the role In one or two sentences summarise why this role exists	Work confidently as an autonomous practitioner in the medical centre; Assess, plan, implement and evaluate care for all clients in liaison with the medical consultant and consultant psychiatrist.												
Key accountabilities Financial, decision-making, key targets	<p>Accountable for ensuring own registration with NMC.</p> <p>Accountable for our professional practice and exercise of professional accountability, following the NMC Code of Conduct at all times.</p> <p>To be responsible for ensuring NMC PREP guidelines are met and our professional growth.</p> <p>Adhere to other inspecting authority requirements, e.g. CHKS. Safeguarding clients and their families.</p> <p>Maintain the model of treatment, its structure and ethos in day to day practice. Proactive member of the treatment team.</p> <p>Actively involved in pre-admission process, including conducting assessments and admissions planning.</p>												
Main duties	<p>Provide a safe, secure and therapeutic environment and maintain all aspects of confidentiality.</p> <p>Be familiar with and adhere to all policies, procedures and protocols and they are carried out to the identified standard. Report any deviations from these procedures or difficulties in implementing them to the Registered Care Home Manager.</p> <p>To assist the Registered Care Home Manager in renewing and developing the clinical and nursing department's policies, procedures and practices.</p>												

Conduct assessment of new patients on admission and ensure any special needs are identified. Facilitate integration into the community. Ongoing assessment and monitoring of patient needs, condition, attitudes and behaviour ensuring changes are reported to Duty Doctor and counselling team, as appropriate.

Assist patients, as appropriate, in keeping their timetable and uphold the Code of Conduct and Basic Safety Needs of the community. Any infractions to be communicated at the Treatment Team meeting, individual or duty counsellor as relevant.

Accept responsibility for the administration, care, custody and recording of all medicines and drugs in accordance with the legal guidelines of National Care Standards Commission, the NMC and Action on Addiction policies.

To be fully conversant with the information contained in the Clouds House Detoxification Manual with respect to monitoring patients in withdrawal, and carefully monitor all patients undergoing detoxification.

As appropriate, and under supervision, act as a case manager. Participate in the transfer or discharge of patients. Maintain a high standard of record keeping and ensure that all patient information is passed on to other team members at nursing handovers or treatment Team Meetings.

Ensure the Nurse Team Manager is informed of all incidents, developments concerning patient care and the efficient management of the medical centre.

Attend meetings as appropriate and requested and participate in the development and monitoring of standards.

Assessing suitability of potential clients. Be involved with admissions planning; this includes advising on mental and physical health needs and planning and implementing any support required.

On call duty as part of rota.

Delegate care and responsibilities to other team members.

Liaise with Head Of Service and take an active role in the wider treatment team to help and support staff facilitating and clients undergoing treatment.

Take an active role in the wider treatment team to help and support clients undergoing treatment. Attend and facilitate the daily team meetings, listen to handovers, update the medical team following the meeting and raise any issues about clients discussed.

Develop a culture of learning by mentoring, supervising and teaching registered and unregistered staff. Support others in their development

	<p>of autonomous practice.</p> <p>Facilitate learning opportunities including time at nurse team meetings and treatment team training days.</p> <p>Respond to and analyse incidents in liaison with Registered Manager and Care and Clinical Governance Committee.</p> <p>Update and review policies, procedures, protocols where necessary ensuring that that meet CQC and CHKS standards.</p>
<p>General duties Common to all roles</p>	<p>Comply with codes of practice, policies and procedures Take action to reduce health and safety risks Work in harmony with the Charity's values Respect others and value diversity Continuously develop knowledge, learning, skill and practice Continuously improve service delivery Perform other reasonable duties as may be required from time to time</p>
<p>Special conditions For example, unusual hours, travel</p>	<p>May include travel to other AoA sites</p>