

Job Description - REMEO® Healthcare Limited

JOB TITLE:	Senior Staff Nurse
GRADE:	HCG6
HOURS:	37.5 hours per week
REPORTS TO:	Clinical Centre Manager
JOB LOCATION:	Lane Fox REMEO Respiratory Centre, Redhill, Surrey

Remeo Healthcare Limited

REMEO Healthcare Limited is the UK subsidiary of Linde Healthcare, a global business Centre of The Linde Group. Linde Healthcare is present in over 50 countries and with 11,000 employees, the company serves about 800,000. REMEO is Linde Healthcare's concept for long-term mechanically ventilated patient care, offering an integrated care path that bridges the gap between a hospitals' ICU and a patient's home.

REMEO Healthcare Limited entered a strategic partnership with Guy's and St Thomas' to develop specialist centres for patients with respiratory failure across the UK based on St Thomas' Lane Fox Unit and the REMEO programme.

Remeo Healthcare Limited as an employer offers competitive salary packages with annual performance based salary reviews and additional benefits such as sponsorship for postgraduate degrees.

The Lane Fox REMEO Respiratory Centre forms part of REMEO's international strategy to grow its network of similar Centres around the world with the potential for international cooperation and learning and of international career opportunities.

New Ventilation and Weaning Centre in Redhill

This new purpose built centre for respiratory failure has been developed as a satellite to the nationally renowned Lane Fox Unit at Guys & St Thomas' Hospital, London in a new and innovative partnership between REMEO® Healthcare Limited and the hospital Trust. It enables NHS patients to access the parent Centre's clinical expertise in treating chronic respiratory failure and specifically in 'weaning' patients dependent on invasive mechanical ventilation following critical illness.



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The centre provides services for patients with chronic respiratory failure, particularly from neuromuscular diseases, respiratory illness or post-surgery showing potential for weaning or a safe discharge home.

The majority of such referrals will eventually be enabled to return home, in some through the use of domiciliary non invasive ventilation in which the Lane Fox Respiratory Centre in London has considerable experience with over 1200 home care patients.

The centre has been designed to maximise the rehabilitation prospects for its patients. It provides a modern and safe environment with access out to garden areas and views of the ancient woodlands. The Centre is a relaxing environment for patients and their visitors with extended visiting hours and family meeting areas. In addition to patient and family support, it provides training programmes for carers to enable even those requiring invasive tracheostomy ventilation to return home.

Collaboration with Guy's and St Thomas'

All staff working in the Centre benefit from appropriate specialist training provided by Guys & St Thomas' Hospital whilst patients will at all times have their care directed by senior medical staff from the Lane Fox Unit. This includes regular Centre rounds run by senior Guy's and St Thomas' consultants and ongoing support from the Clinical Centre Manager of the Lane Fox Respiratory Centre at St Thomas'.

The Clinical Centre Manager has a close working relationship with the outreach ventilation weaning service at St Thomas' which provides care coordination for the ventilator dependent patients in the community. Located just next to East Surrey Hospital, the Centre benefits from clinical support services and knowledge sharing provided by the clinicians at East Surrey Hospital.

The Centre is linked to the Research team at St Thomas' and provides a unique facility to run research to support innovation in respiratory care.

Values of the Lane Fox REMEO Respiratory Centre:

The post holder will:

- **Put patients first** - consider the patient's needs and wishes in all that they do
- **Take pride in what they do** – strive for highest standards on own work and challenge colleagues to do the same
- **Strive to be the best** – in terms of patient care & teamwork
- **Act with integrity** - maintain the privacy & dignity of patients, work with integrity and be trustworthy, be accountable for own work
- **Respect others** – patients, visitors and colleagues. Actively give and receive feedback.

Role and Responsibilities

1. Purpose of Role

The post holder will be responsible for the assessment, planning and provision of specialist nursing advice and the carrying out of specialist nursing procedures.

The post holder will provide management and clinical supervision to other staff and may undertake research or lead clinical audits in own specialist area.

Ensuring the safety and well being of services users, and always working in a manner that promotes dignity and human rights through the adoption of person centred care principles.

2. Key Relationships

Clinical Centre Manager, Clinical Director, Remeo Head of Nursing, Consultants and Junior Medical Staff, Nursing Staff, Allied Health Professionals, Administrative and Clerical Support Staff, Technical staff, Remeo and BOC Management. Social Services and Community Nursing Staff, External Agencies

3. Required Critical Behaviours

- Customer focus
- Visible leadership
- Communication and collaboration
- Functional/ technical competence
- People development empowerment
- Promotion of health and wellbeing
- Assessment and care planning
- Enablement to address health and well being needs
- Provision of care to meet health and wellbeing needs
- Assessment and treatment planning
- Interventions and treatments

4. Duties and Responsibilities

4.1 Clinical and Patient Care

- Independently manage a group of patients within the Centre whilst working as part of the multidisciplinary team, delivering individualised and personalised direct patient care
- Demonstrate appropriate practice and specialist advice in the assessment, planning, implementation and evaluation of patients requiring long term ventilation. This includes familiarity with NIV and tracheostomy care, history taking, physical examination and the requesting and analysis of agreed diagnostic procedures/clinical investigations such as O₂ and CO₂ monitoring and blood gases.
- Responsible for the correct administration of prescribed medication including transfusion of blood and blood products



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- Be responsible for assessing and recognising emergencies in the Centre. To interpret information and take appropriate action and to lead others to do the same
- Act as an advocate for patients, to ensure a patient orientated approach to the delivery of care and to meet standards defined by CQC and other relevant guidelines
- Ensure that patients' receive high quality clinical care and a good patient experience, having regard for their customs, religious beliefs and doctrines
- Recognise and avoid situations that may be detrimental to the health and wellbeing of the individuals
- Provide leadership, support and guidance to staff in monitoring the planning delivery and evaluation of individualised care.
- Be wholly accountable for his / her practice in line with the NMC code of professional conduct and takes every reasonable opportunity to sustain and improve his / her knowledge and professional competence
- Ensure safe and effective care for complex patients requiring advance clinical skills and responsible for carrying out specialist nursing procedures to area
- To be responsible, for maintaining a safe environment for patients, visitors and other staff within the clinical environment
- Ensure staff takes precautions to minimise the risk of cross infection in relation to the safe disposal of body fluids (including blood)
- Ensure that sensitive patient records are stored appropriately
- Support and enable patients and carers to make informed decisions relating to their treatment and management
- Participate in case conferences in relation to the management of patients, ensuring the coordination of ongoing care
- A key member of the multidisciplinary team in supporting patients and their carers during the delivery of bad news such as caring for the terminally ill patients and the event of death
- Assess educational and information needs for patients and families, and devise plans to ensure need are met
- To be an effective communicator with patients/carers/families regarding disease treatment and management
- Promote high quality clinical care, and assist in the development of the specialist service, through the use of evidence based practice and clinical standards
- Provide a seamless, high quality service from referral through to assessment, diagnosis, treatment and review

4.2Quality

- Facilitate a high quality, cost effective specialist service through monitoring and audit and other quality initiatives agreed by Centre management
- Lead on and participate in key developments relating to ventilation and weaning so that high quality patient focused services are promoted
- Enhance the interface between staff, patients, community staff and visitors



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- Develop and utilise information systems to aid regular audit of the clinical role and to provide incidents, activity and other reports as required
- Attend and participate in multi-professional team meetings
- Set, monitor and review standards of care on a regular basis and initiate corrective action plans
- Identify and intervene where circumstances contribute to an unsafe environment for patients and staff. To bring instances to the attention of the Centre/Shift manager for the area

4.2 Education and Leadership

- Contribute in the Centre's clinical supervision programme for staff
- Identify and raise awareness of the educational needs of patients and carers and implement appropriate education programmes
- Support and participate in education and training programmes and develop training packages as required
- To assist the Clinical Centre Manager in developing a culture that is challenging, stimulating, rewarding and supportive
- Actively participating in the selection, training, and supervision of the Health Care Assistants and ensure that all staff are aware of the assessment process
- Assess the need for, plan and implement suitable staff development programmes for nursing staff within clinical area to ensure the effective care of all patients.
- Assist the Clinical Centre Manager to ensure that all students and newly appointed staff have identified mentors/preceptors
- To act as mentor/assessor to unqualified staff and to provide education, advice and support to a team of nurses
- Contribute and assist the Clinical Centre Manager to foster a learning environment within the clinical area
- To participate in education on a national and international level by attending, presenting at, and/or assisting in the coordination of study days/ seminars/ conferences etc
- Be aware of the training programme for staff and maintain training records

4.3 Research and Development

- Promote and undertake nursing research updating own knowledge to promote excellence in clinical practice
- Utilise research findings in the delivery of specialist patient care, developing new ways of working and to disseminate relevant information to staff
- Participate in and be aware of other clinical research trials for patients
- Participate and contribute to audit and research in collaboration with colleagues

4.4 Management and Leadership

- Provide a leadership role model and demonstrate specialist knowledge and high standards of clinical practice and provide support or advice when necessary



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- Develop the role according to patients changing needs and research findings, within the resources available
- Maintain accurate records of the clinical service and ensuring that confidentiality of information is adhered to
- Organise own work and manage own caseload and practice, identifying and maintaining supportive networks for self and other staff members
- To be fully aware of the targets and objectives set out by the Centre Management and in conjunction with the multi-professional team use the available resources to meet these targets
- Provide specialist education to members of the clinical team, which facilitates learning and individual personal development
- Co-ordinate the day-to-day management of the clinical area, delegate duties and care appropriately whilst maintaining overall responsibility
- Ensure that staffing and skill mix is maintained, at all times, to a level that does not compromise patient safety
- Responsible for the assessment and subsequent ordering of bank and agency staff within the clinical area including being an authorised signatory for temporary staff
- To be involved in the development, assessment and implementation of guidelines, protocols and pathways.
- To deputise for the Clinical Centre Manager in their absence when requested

4.5 Compliance and Governance

- Take an active role in risk assessment, supporting implementation of strategies to minimise risk. Ensuring incidents and near misses are reported through promoting a no blame culture.
- Ensure all staff act in accordance with Remeo, Centre and Statutory guidelines & policies including Health and Safety initiatives.
- Will be familiar with the Health and Safety at Works Act, and be aware of its implications and ensure that local Centre and departmental policies are followed.
- Will ensure that the Centre's policy is understood and carried out with regard to the care and custody of drugs/medications, especially with regard to those covered by the Control of Drugs Act
- Will be familiar with the Centre's fire, manual handling and C.O.S.H.H. policies and ensure that all nurses in the Centre are aware of the policies to minimise risks to patients and staff
- Will be fully conversant with the site's major incident plan, and ensure that all nurses on the Centre understand the procedure
- Take all possible precautions to safeguard the welfare and safety of staff, service users, visitors and the public, by implementing all policies related to health, safety, security and risk
- Support the Clinical Centre Manager in undertaking audits and monitoring of the Redhill Centre and participate in the implementation of changes to improve service delivery

4.5 Communication

- To create an environment that fosters good communication between patient and health care professionals, that meets individual's needs
- Be an effective communicator and be a role model in liaising with the community and other members of the health care team
- Provide support mechanisms for sharing good practice between Remeo, Guy's and St Thomas' and East Surrey Hospital

The post holder is required to follow Remeo policies and procedures which are regularly updated including:

Confidentiality / Data Protection

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Equal Opportunities

Post holders must at all times fulfil their responsibilities with regard to Remeo's Equal Opportunities Policy and equality laws.

Health and Safety

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Remeo's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Remeo and Guy's and St Thomas' to reduce HCAIs.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with Remeo's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by Remeo to be mandatory.



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Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Smoking Policy

It is the Remeo's /BOC policy to promote health. Smoking, therefore, is actively discouraged. It is illegal within Remeo/ BOC buildings and vehicles.



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PERSON SPECIFICATION

SENIOR STAFF NURSE

	ESSENTIAL	DESIRABLE
Education/ Qualifications	<p>RN1: Level 1 Adult Registered Nurse on the NMC register</p> <p>BSC/1st degree (health related) or equivalent qualification/training and experience</p> <p>A Level 2/3 Critical Care Course or a High Dependency Course and evidence of specialist clinical/ managerial training and CPD</p>	<p>Leadership qualification (e.g. LEO)</p> <p>Sign off Mentorship</p> <p>Mentorship/Teaching Qualification</p>
Previous experience	<p>Previous post registration experience within critical care and/ or respiratory care (providing services for acute and chronic NIV patients and patients requiring tracheostomy care)</p> <p>Experienced and competent in the management of ventilated patients</p> <p>Experience of teaching/ assessing/ supervising others in a clinical setting</p> <p>Supervision of junior staff</p> <p>Experiencing of co-ordinating a shift</p>	<p>Experience in discharge management (incl carer training) of ventilator dependent patients or other complex care patients</p>
Skills/Knowledge /Ability	<p>Demonstrates specialist expertise underpinned by theory acquired through CPD</p> <p>Up to date knowledge of current clinical and professional issues.</p> <p>Knowledge of evidence based practice.</p> <p>Ability to assess, plan, implement and evaluate specialist care delivered to patients/clients and give relevant advice/information to patients and relatives.</p>	



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	<p>In depth drugs knowledge</p> <p>Ability to administer prescribed medication including transfusion of blood and blood products</p> <p>Evidence of involvement and leadership in teaching and mentoring learners</p> <p>An understanding of audit and research based nursing practice.</p> <p>An understanding of resource management</p> <p>Good communication skills and ability to deal with sensitive information. To include dealing with distressed relatives, care of terminally ill & other challenging situations</p> <p>Demonstrates ability to influence and negotiate with others</p> <p>Ability to organise and plan own time and that of junior staff and learners</p> <p>Demonstrate an awareness of clinical governance and risk management and how this effects their role and the Centre</p> <p>Ability to decide how best to achieve expected results, whilst acting within clearly defined policies/ procedures and codes of conduct</p> <p>Computer skills including the ability to use Microsoft Office applications and Electronic Patient Records (EPR)</p>	
Additional Information	<p>Good attendance Record</p> <p>Manual handling of patients, using lifting aids</p> <p>Able and willing to work flexible shift patterns, internal rotation to day and night duty and unsocial hours, according to service needs</p>	

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Redhill and Reigate area:

This area south of Greater London is within the commuter belt to and from Central London and serviced by fast trains (approx 30 mins) from London Bridge and Victoria station.

The town centre at Redhill offers a large shopping centre and a large selection of shops, boutiques, restaurants and coffee shops. A number of excellent state and independent schools for all areas are located in the area, among them Dunottar, Reigate Grammar, Micklefield, Holmesdale, Reigate Priory St Johns and Reigate Secondary. The well known Hawthorns school is located just outside Redhill in the village of Bletchingley.