

GuildCare[♥]	GUILD CARE JOB DESCRIPTION
Job Title	Registered Nurse
Unit	Care Homes
Responsible To	Home Manager
Responsible For	Supervision of all staff in absence of the Manager/Supervisor and supervision of own key worker team
Salary	As per pay scales
Hours of Work	As per home rota

Job Requirements	
Essential	• Nursing Qualification and current NMC PIN number • Satisfactory DBS check
Desirable	• Approved First Aid certificate. • Experience of working in a care home environment/nonhospital setting • Previous experience in Dementia Care/demonstrates awareness in Dementia • Management Experience

Job Purpose

As a Registered Nurse the post holder will comply with standards of professional practice/conduct and maintain valid registration with the NMC in order to practice. It is the post holder's responsibility to ensure they are both familiar and adhere to these requirements.

To assess, plan, implement and evaluate care of residents using evidence-based practice.

To ensure a high standard of nursing care is provided for residents, taking charge of the Home in the absence of the Manager.

Main Duties

- To be responsible for the day-to-day nursing care of residents, delegating roles to care staff as appropriate
- To assess, plan, implement and evaluate the care of residents using evidenced based practice
- To anticipate resident and service user needs whenever possible to enhance the quality of service offered by the teams.
- To be responsible for the day to day planning, provision and recording of resident care in compliance with Guild Care's Resident Charter and all current legislative and regulatory requirements.
- To act as a Shift team Leader and to provide overall supervision and development for care staff
- To contribute to the training of care and other staff, acting as a role model at all times.
- To actively participate in personal and professional development opportunities, attending necessary mandatory training as identified
- To ensure that he/she continually seeks to improve his/her performance, skills and knowledge, staying up to date with nursing and managerial skills
- Ensure records are updated, using I Care system and safeguard residents confidentiality in line with guidance and policy
- To liaise with residents, families and carers, the Home's Manager, staff and other relevant parties to ensure effective communication, and to develop and review resident's care plans.
- To use all medical, nursing and care equipment that ensure best possible value and quality of products are used.
- Ensure that all Guild Care processes and procedures relating to financial activities, record keeping, including timely and accurate reporting of financial information where appropriate.

- To control stock ordering and monitor costs
- To deputise for the Home's Manager and Deputy Manager during his/her absence, taking overall responsibility for the management of the Home. RN's on duty at night will generally be deputising for the Home Manager
- Take an active role in the senior management team of the Home, working positively with other senior staff who may be involved in managing other parts of the Homes services on a day to day basis
- Take an active role in Risk Management and Health & Safety in line with Guild Care policy, ensuring any accidents, incidents or undue occurrences reported or witnessed are addressed.
- To ensure that residents and relatives complaints are dealt with proactively referring to senior manager for advice or resolution.

Health and Safety

As an employee you have a responsibility under the Health and Safety at Work Act 1974 to:

- i) Take reasonable care of yourself and others at work
- ii) Co-operate with Guild Care to ensure the laws relating to health and safety are not broken.
- iii) Report any problems or concerns about health and safety to the manager in the area in which you are working.

Equal Opportunities

Guild Care is committed to anti-discriminatory policies and practices and it is essential that the post holder is willing to make a positive contribution to their promotion and implementation.

Confidentiality

The post holder is required to observe strict and complete confidentiality regarding information obtained during the course of their duties.

Scope of Job Description

This job description reflects the immediate requirements and responsibilities of the post. It is not an exhaustive list of the duties but gives a general indication of work undertaken which may vary in detail in the light of changing demands and priorities. Substantial changes will be carried out in consultation with the post holder.

BELIEF Values

Guild Care has adopted the following BELIEF values which underpin everything we do. These values are important to us and are discussed as part of our performance management conversations.

BELIEF Values	
Brave	✓ Courageous ✓ Passionate ✓ Empowered
Engaging	✓ Straightforward ✓ Authentic ✓ Present
Loving	✓ Genuine ✓ Caring ✓ Interested
Integrity	✓ Respectful ✓ Accountable

	✓ Trustworthy
Everyone matters	✓ Considerate ✓ Attentive ✓ Appreciative
Free to be me	✓ Playing to strengths ✓ Supportive ✓ Vulnerable

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Signature	
Name	
Date	