

**JOB DESCRIPTION & PERSON SPECIFICATION**

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| **Clinical Employees** |  | **Non-Clinical Employees** |  | **Volunteers** |  | **Flexi-Bank Workers** |  |

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| **ROLE:** | Day Therapy Centre Nurse |
| **REPORTS TO:** | Day Therapy Centre Lead |
| **PAY BAND:** | Hospice Clinical Pay Band 5 - £36,073.48 to £45,298.90 FTE (pro rata for a 7.5 hour week) |
| **LOCATION:** | Hospice Isle of Man and Community |

**PURPOSE OF ROLE:**

As the Day Therapy Centre Nurse at Hospice, you will be required to work for 1 day per week in the Day Therapy Service to support the delivery of the Day Therapy services. The role will encompass work across the Day Therapy Centre, Day Therapy Outreach and Day Therapy Younger Persons Service.

To provide current, evidence-based palliative care and support for patients and those who matter to them within the Day Therapy Centre.

To work with the multi-disciplinary team (MDT) and other tertiary services to provide high quality holistic care.

**KEY DUTIES- what you will do:**

* Assess, plan and implement the effectiveness of patient care in the Day Therapy Service.
* Support the Day Therapy Centre Lead in the development, updating and monitoring of individualised care plans ensuring they are patient centred and support the individual identified patient needs and goals.
* Employ a holistic approach that is sensitive and responsive to the patients ever changing needs.
* Provide support, information and advice to patients and those who matter to them
* Have knowledge of common symptoms and anticipate changes.
* Deal with difficult situations where patients and those who matter to them may be distressed.

* Ensure privacy, dignity and confidentiality for patients and those important to them in line with Hospice Isle of Man policies and procedures
* Follow Hospice Policy on equipment, Moving and Handling, and Health and Safety; and ensure training and guidance has been given prior to operating a new piece of equipment
* Plan, organise the coordination and launch and running of the Day Therapy Centre Young Persons Service under the supervision of the Day Therapy Centre Lead.
* Contribute to the multidisciplinary discussion in the weekly MDT meeting providing holistic information on patients and those who matter to them using the SBAR communication tool
* Manage own workload to ensure the needs of the patient are always met
* Undertake assessments, reviews and discharge planning, including co-ordinating care with other services outside of the Hospice
* Keep accurate records using EMIS in relation to patient care
* To seek guidance from senior staff when necessary
* Supervise the Day Therapy Centre Team in the absence of the Day Therapy Centre Lead, including volunteers
* Participate in audit and evaluation of clinical practice and make recommendations for evidence-based change to promote quality patient-centred care
* Take responsibility for own performance and behaviours, always demonstrating our Hospice values
* Recognise your personal contribution to change in the organisation
* Promote a positive and professional atmosphere to enable the seamless provision of care
* Act as a role model to all other members of staff within the clinical team

**Health and Safety**

Hospice Isle of Man is dedicated to the health safety and welfare of all its staff and volunteers. All employees will be responsible for their own health, safety and welfare, and that of others who may be affected by their actions or omissions, and for identifying and reporting any possible risks or near misses to a responsible manager. The employee will observe appropriate legislation and codes of practice in connection with their role.

This job description is not meant to be exhaustive, and you may be asked to carry out other reasonable duties

**Person Specification: What we need you to bring**

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| **Qualifications:** | | | **Is it essential or desirable** | **How we will assess** | |
| Registered Nurse or Allied Health Professional with current NMC/HCPC(or equivalent) registration | | | **E** | **A & D** | |
| Evidence or willingness to undertake education /training | | | **E** | **A & I** | |
| Specialist qualification in Palliative Care | | | **D** | **A & D** | |
| Level 2 Psychological Support Skills | | | **D** | **A & I** | |
| **Experience:** | | | | | |
| Special interest in Palliative and End of Life Care | | | **E** | **A & I** | |
| Working with patients with palliative care needs | | | **D** | **A** | |
| Experience of working in a multidisciplinary team | | | **E** | **A & I** | |
| Experience of working in a Day Therapy/Day Respite Service | | | **D** | **A** | |
| Effective supervision of a small team | | | **D** | **A & I** | |
| **Skills/Competencies:** | | | | | |
| Effective verbal and written communication skills | | | **E** | **I** | |
| IT experience and ability to input into the electronics record system following induction training. (EMIS) | | | **E** | **A&I** | |
| Able to delegate tasks clearly and effectively | | | **E** | **A & I** | |
| Demonstrable ability to work successfully within a team | | | **E** | **I** | |
| Good Organisational Skills | | | **E** | **I** | |
| Ability to motivate self and others | | | **E** | **I** | |
| Ability to work autonomously and as part of a team | | | **E** | **I** | |
| Up-to-date with nursing and healthcare developments | | | **E** | **I** | |
| **Personal Qualities/Behaviours:** | | | | | |
| Ability to plan and prioritise work | | | **E** | **A & I** | |
| Calm and approachable manner | | | **E** |  | |
| Willingness to work flexibly if required to meet the needs of the service | | | **E** | **A & I** | |
| Evidence of continuing professional development with up-to-date portfolio and appraisal reviews | | | **E** | **A & I** | |
| Keen to work in an environment where change is part of everyday life | | | **E** | **I** | |
| **Other:** | | | | | |
| A commitment to the vision, values and objectives of Hospice Isle of Man’s Strategy. | | | **E** | **I** | |
| Punctual with good attendance record | | | **E** |  | |
| A commitment towards quality in the organisation | | | **E** | **A & I** | |
| Motivation to Learn and develop as a practitioner | | | **E** | **I** | |
| Full, clean driving licence, with access to own car | | | **E** | **A** | |
| **How we will assess you** | | | | | |
| **A** Application & CV | **I** During your interview | **D** When you produce  your documents | | | **T** Test to assess your  practical skills |