JOB DESCRIPTION

Job Title: Hospice @ Home Senior Staff Nurse
Team: Care
Group: Hospice @ Home Team
Reports to: Lead Nurse
Hours: Full time
Level: Band 6
Location: Shooting Star House, Hampton and Christopher’s, Guildford

Scope of the Role

- Be a professional role model, leading and coordinating the in-house hospice team to provide safe, high quality care to children, young people and their families
- Take responsibility and accountability for shift management and organisation of the in-hospice care. This involves managing a wide range of complex and sometimes conflicting priorities
- Provide nursing advice organisational wide to support and facilitate high quality, individualised care to children / young people and families in collaboration with the multi professional team
- Take responsibility for standards of cleanliness within the clinical area during your shift
- Facilitate the development of all junior staff within the team
- Provide an innovative and progressive attitude to the continual improvement of child/young person care through research and evidence based practice
- To undertake delegated responsibility for the hospice in the absence of the Lead Nurses

Key Working relationships

- Lead nurses – organisation wide
- Head of Care
- Director of Care
- Symptom Management Team
- Hospice @ Home
- Head of Safeguarding
- Practice Education and Quality Team
- Care Team
- Family Support and Therapy Team
- Paediatric Consultants
- GPs
- Multidisciplinary Teams
- Student Nurses
- Children, Young People, their Families and Visitors
- Community Children’s Nursing Teams
Main duties and responsibilities

CLINICAL:
- To be a clinical expert within the speciality of paediatric nursing, ensuring the provision of excellent, evidence based nursing care for the children, young people and their families at all times
- Ensure that each child/young person is assessed, and that their care is planned, implemented and evaluated in negotiation with the family and that this is accurately documented and up to date
- To act as an advocate for the child / young person and family ensuring the provision of appropriate information and support services
- Ensure effective communication between all members of the multidisciplinary team, parents, and external agencies
- In conjunction with the Lead Nurses, develop and monitor clinical and non clinical performance standards, taking action as required
- To develop and maintain clinical skills and knowledge necessary to provide holistic, evidence based nursing care. This includes completion of the Shooting Star Chase care competencies
- To be competent in the use of all relevant IT systems ensuring that data is entered in an accurate and timely fashion, in accordance with SSC policy and procedure
- Participate in the on-call rota

MANAGERIAL:
- Support the provision of effective communication between all SSC hospice services, all members of the multidisciplinary team, families and visitors
- Take the lead on specific areas of management responsibility as allocated by the lead nurse
- To participate in staff appraisals, staff development and in service training activities
- Ensure quality care is given, by being familiar with agreed hospice and SSC standards of care and to inform seniors if the required standard cannot be reached
- Manage allocated resources effectively and efficiently.
- Participate in clinical audit, clinical risk and quality issues, including the managing and reporting of incidents
- To be aware of Shooting Star Chase policies, procedures and guidelines, be know where to access these and adhere to these at all times.
- To ensure compliance with the Health and Social Care Act regulations 2010 by ensuring that you and staff in your supervision adhere to the Care Quality Commission standards at all times.
- To ensure you and staff in your supervision are aware of The Mental Capacity Act, 2005, and Deprivation of Liberty (DOLS) safeguards and to ensure Mental Capacity
Assessments and DOLS applications are undertaken appropriately

- To work closely with the Lead Nurses in Shooting Star Chase to cross cover and deputise for them in their absence
- Act as an ambassador for Shooting Star Chase
- To undertake relevant Shooting Star Chase wide projects in agreement with the Head of Care
- Participate in events or publications that promote Shooting Star Chase and children’s palliative care

EDUCATIONAL:

- To actively assist in the education and practical training of students, junior staff and multidisciplinary team members at every opportunity, through formal and informal teaching
- Ensure the provision of and access to appropriate mentors for student nurses and provide a supportive and challenging environment for students in training
- To act as a preceptor for junior staff nurses
- To be a resource for students and junior colleagues, facilitating the development of junior staff
- Initiate and participate in research studies relating to nursing and multidisciplinary care, presenting findings through presentations and writing for publication
- Maintain own professional development and mandatory training

PROFESSIONAL:

- To maintain confidentiality surrounding the child / young person and their family at all times
- To ensure that all care is documented and that all relevant documentation is completed accurately and within agreed timescales using Shooting Star Chase approved documentation in line with NMC, CQC and Shooting Star Chase standards
- To demonstrate a professional approach to work, and act in accordance with the NMC Code of Professional Conduct at all times
- To meet NMC Revalidation requirements.
- To identify own learning needs and ensure own professional development is maintained by keeping up to date with practice developments
- To undertake further training and academic qualification as relevant to the role and service requirements
<table>
<thead>
<tr>
<th>Person Specification</th>
<th>Criteria</th>
<th>Essential / Desirable</th>
<th>How Assessed?</th>
</tr>
</thead>
</table>
| **1. Education/ Qualifications/ Training** | - NMC Registered Nurse (Child) (or registered nurse  
- Evidence of ongoing professional development within the clinical speciality  
- Possession of a relevant honours degree or in the process of obtaining  
- Palliative care module  
- Assessing and mentoring qualification  
- NVQ D32/33 Assessors Course  
- Basic Life Support  
- Evidence of fulfilling prep | E                      | AF             |
|                      |                                                                           | E                      | AF             |
|                      |                                                                           | D                      | AF             |
|                      |                                                                           | D                      | A/F            |
|                      |                                                                           | E                      | AF             |
|                      |                                                                           | D                      | AF             |
|                      |                                                                           | E                      | AF             |
|                      |                                                                           | E                      | AF             |
| **2. Skills / Abilities**    | - Excellent paediatric clinical skills  
- Effective managerial, leadership and organisational skills  
- Excellent verbal and written communication skills  
- Excellent teaching, training and preceptorship skills  
- Able to motivate and develop a team of staff  
- Able to problem solve and initiate change  
- Ability to work across professional team and organisational boundaries  
- Ability to delegate and prioritise  
- Interviewing skills  
- Appraisal skills  
- Administration of IV drugs  
- Computer literate  
- Ability to recognise stress in oneself and others and to manage it effectively | E                      | IV             |
|                      |                                                                           | E                      | IV             |
|                      |                                                                           | E                      | IV             |
|                      |                                                                           | E                      | IV             |
|                      |                                                                           | E                      | IV             |
|                      |                                                                           | D                      | IV             |
|                      |                                                                           | D                      | IV             |
|                      |                                                                           | E                      | IV             |
|                      |                                                                           | E                      | AF             |
|                      |                                                                           | E                      | IV             |
### Person Specification

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Criteria</th>
<th>Essential / Desirable</th>
<th>How Assessed?</th>
</tr>
</thead>
</table>
| **3. Experience** | • 2 year post reg. experience  
• Demonstrable knowledge and experience within relevant clinical speciality.  
• Teaching, supervision, and managerial experience.  
• Experience of coordinating and managing patient care.  
• Experience of working in a Children’s Hospice or working with children who have life limiting conditions and complex health needs  
• Previous experience of change management and problem solving  
• Experience of handling clinical incidents and complaints | E                      | AF/IV          |
|              |                                                                           | E                      | AF/IV          |
|              |                                                                           | E                      | AF/IV          |
|              |                                                                           | E                      | AF/IV          |
|              |                                                                           | D                      | AF            |
|              |                                                                           | D                      | IV            |
|              |                                                                           | D                      | IV            |
| **4. Knowledge** | • Working knowledge of paediatric palliative care  
• Understanding of professional and current issues in children’s nursing  
• Understanding of audit and research methodologies  
• Understanding of resource management, health and safety, clinical risk and quality issues  
• Handling safeguarding issues  
• Handling clinical incidents and complaints  
• Awareness of equality and diversity  
• The Kennedy Report and the Laming report, The Francis report  
• A working knowledge of computers. | D                      | IV            |
|              |                                                                           | E                      | IV            |
|              |                                                                           | D                      | IV            |
|              |                                                                           | E                      | IV            |
|              |                                                                           | E                      | IV            |
|              |                                                                           | D                      | IV            |
|              |                                                                           | E                      | AF            |
### Person Specification

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Criteria</th>
<th>Essential / Desirable</th>
<th>How Assessed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Other requirements</td>
<td>• A flexible approach to work</td>
<td>E</td>
<td>IV</td>
</tr>
<tr>
<td></td>
<td>• Ability to work across the 24 hour range of shifts</td>
<td>E</td>
<td>IV</td>
</tr>
<tr>
<td></td>
<td>• Effective time management</td>
<td>E</td>
<td>IV</td>
</tr>
<tr>
<td></td>
<td>• Ability to work as part of a multidisciplinary team</td>
<td>E</td>
<td>IV</td>
</tr>
<tr>
<td></td>
<td>• Ability to deal with conflict situations</td>
<td>D</td>
<td>IV</td>
</tr>
<tr>
<td></td>
<td>• Demonstrate a caring and compassionate attitude</td>
<td>E</td>
<td>IV</td>
</tr>
</tbody>
</table>

**Key:**
- AF = Application Form
- I = Interview
- T = Test
As a voluntary organisation our ambition is to see highly professional services which place life-limited children and their families at the heart of everything we do.

Therefore capitalising on this opportunity and to achieve this ambition we require that all of our staff share our common values and display behaviours that will enable us to achieve our goal.

Our organisational values are –

**Professionalism** – we will safeguard our families, each other and our organisation by working to ethical and professional standards at all times.

**Respect** – We will treat each other with the utmost respect.

**Integrity** – We will be open, honest and transparent in all that we do.

**Diversity** – We will respect individuality and ensure inclusion and fairness to all.

**Excellence** – We will strive for excellence in all that we do.