



Job Description

Roaming Car Service Nurse

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| Post: | Roaming Car Service Nurse |
| Salary Range: | £27,055 - £32,934 – Band 5 equivalent dependant on experience |
| Responsible to: | Hospice at Home Roaming Car Service Manager |
| Accountable to: | CEO, Board of Trustees |
| Hours of work: | Contracted – 2 nights per week |

Purpose

The Roaming Car Service is a night service covering the hours of 9.30pm to 7:30am. During those hours the Roaming Car Service Nurse and a Health Care Assistant (HCA) will travel to patients across North Derbyshire, planned and unplanned, to provide palliative nursing care.

Key Tasks

To work with, and support, the patient, relatives, and carers; being sensitive to their changing physical, psychosocial and spiritual needs.

To provide skilled nursing care within the care plan of the District Nurse, and in accordance with the medical care prescribed by the GP.

To provide nursing care and support to the families and carers of individual patients in the place they call 'home' across North Derbyshire.

To communicate and liaise with the patient's usual care team including District Nurses, other palliative care support such as the DHU/111 Roaming Service as well as the Hospice's Roaming Car Service Manager or deputy, reporting on the condition and needs of the patients and providing and maintaining nursing reports and records, as necessary.

To collect and report any required data to support delivery of the service, documenting directly on to SystmOne or in reporting systems as appropriate.

To attend team meetings on a regular basis, undertaking clinical supervision, mandatory and on-going training and education as required.

To maintain professional confidentiality in all matters relating to patient care.

To be professionally accountable as described in the NMC Code of professional conduct.

Clinical

- To be responsible for the administration of controlled medicines and be aware of current drugs/therapies used in symptom control.

- Demonstrate nursing procedures, where appropriate, to carers or colleagues to assist in promoting and maintaining patient comfort.
- To be competent in the use of syringe drivers, other specialist equipment and aids, and utilise these when appropriate.
- To be competent in all clinical procedures required for symptom management in end-of-life care, following Blythe House Hospicecare & Helen's Trust Hospice policies and procedures
- Advise the Hospice at Home team of any equipment and aids required for the provision of efficient nursing care to meet the needs of the patient.
- To be familiar with the procedure in the event of an emergency or death of the patient, including that for the verification of death.
- To conduct the verification of death, if formally trained/qualified and competent to do so once it has been confirmed to verify through contacting DHU overnight.
- To be aware if a DNACPR/ReSPECT order is signed and in place for each patient and take appropriate action when required. Also, to alert the co-ordination team if a DNACPR/ReSPECT Form is not in place.
- To develop, with support where required, a high level of specialist palliative care knowledge which includes key issues relating to the last year of life, such as:
 - To have the patient and their loved ones at the centre of all decisions
 - Effective clinical liaison skills
 - Advanced communication skills
 - The shape and function of professional services
 - Symptom management
 - National frameworks and guidance
 - Key ethical issues
 - Prognostic indicator tools
 - High standard of clinical record writing
- To develop and utilise advanced communication skills with patients, carers and families.
- To develop and deploy a specialist understanding of the complexities of patients requiring end of life care and managing those problems.
- To be both a flexible and adaptable practitioner who works closely and effectively with clinical leads and local teams.
- To ensure patients and their families are protected from harm, in line with the Safeguarding Policy and the Mental Capacity Act.
- To practise in line with the NMC professional code of conduct and act as a role model within Blythe House Hospicecare & Helen's Trust.

Management Responsibilities

- To assist the Roaming Car Service Manager in the delivery of the service as directed to ensure that the service is efficiently and effectively managed.
- To actively contribute towards the evaluation and development of the service
- To maintain effective communication within your own team, other hospice departments and community colleagues.

- To ensure service sustainability through integrated team working across clinical departments and partner organisations.
- To understand financial implications of service delivery.

Quality and Education

- To contribute to the delivery of ongoing training programmes to ensure the Roaming Car Service team and HCA's have up to date knowledge and skills relevant to their roles and responsibilities.
- To ensure and record compliance with CQC regulations and contribute to provide evidence of compliance.
- To ensure all significant events, drug errors or service issues are reported in a timely way.
- To ensure issues are raised of alleged wrongdoing or malpractice with the appropriate line manager as well as ensuring that any member of staff who raises such issues will be protected under the Hospice Whistleblowing policy.
- To be responsible for accurate recording of incidents, accidents and complaints in line with Blythe House Hospicecare & Helen's Trust policies and procedures.
- To contribute to the further development of methods of data collection in line with national guidance and Blythe House Hospicecare & Helen's Trust policies.
- To ensure all confidential information, hard and soft data within the department is managed securely and maintained in accordance with GDPR, relevant policies and procedures.
- To support the process of ensuring the quality of care is measured against agreed standards.
- To input appropriate data/outcomes using audit tools when required.
- To support the monitoring and evaluation of the performance of the Hospice at Home service.

Communication and Team Working

- To assess and ensure the patients' needs are met by discussing, referring and sharing patient care with key professionals and demonstrates via a high level of communication skills.
- To be knowledgeable, respectful and supportive of all teams within Blythe House Hospicecare & Helen's Trust.
- To represent Blythe House Hospicecare & Helen's Trust in an enthusiastic, polished and proficient manner in all professional and public forums.
- To have/develop a high standard of written and electronic reporting and presenting.
- To respond collaboratively and supportively to the volunteer workforce of Blythe House Hospicecare & Helen's Trust.

Child Protection and Vulnerable People:

It is the responsibility of all staff to:

- Safeguard children and/or vulnerable adults; to access training to ensure they know what constitutes abuse, and what support is available to them, at a level appropriate to their role and responsibilities;
- To report any concerns, without delay, to the identified person within their department/division or area of responsibility as per the relevant policies, keeping clear records, and following up as required to ensure necessary actions have been taken.

Equality and Diversity:

All employees have a positive duty to comply with our Equality and Diversity Policy and to ensure that their colleagues are treated with respect and dignity. It is important to both communicate and promote the equal opportunities policy as part of a collective effort on a regular and ongoing basis.

This Job Description describes the main duties of the post holder and is not exhaustive. It will be reviewed with the post holder as part of the regular performance review and staff development procedure. This Job Description does not form part of the Contract of Employment.