

Healthcare Assistant Roaming Car Service

Post:	Healthcare Assistant
Salary Range:	£14.52 (day shift)/£17.27 per hour (night shift) – Band 4
Reporting to:	Hospice at Home Nurse Manager
Hours of work:	2 x 11.5 hour shifts – predominately weekend – mixture of days and nights – job share would be considered 8.00am to 8.00pm (weekend day shifts) or 8.00pm to 8.00am (night shift) with half an hour unpaid break (11.5 hours)

Purpose

The Roaming Car Service is an urgent out of hours service within Hospice at Home, covering the hours of 8pm to 8am 7-days per week plus 24/7 on weekends. 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.

Role within the Department

- To work in co-operation with the Primary Health Care Team and other agencies to provide support and skilled nursing care to those at end of life who wish to remain at home.
- To provide respite, help and support to the families and carers of individual patients.
- To attend team meetings on a regular basis, undertaking clinical supervision, mandatory and on-going training as required.
- To participate in team peer review and support learning through reflective practice.

Key Tasks and Responsibilities

1. To work with, and support the patient, relatives and carers; being sensitive to their changing physical, psychosocial and spiritual needs.
2. Under the supervision and guidance of the Registered Nurse to provide nursing care using risk assessment and care planning tools in conjunction with the Community Nursing Team and in accordance with the medical care prescribed by the GP.
3. Under the supervision and guidance of the Registered Nurse assist in preparing and administering medication
4. To book patient appointments on System1

5. Demonstrate simple nursing procedures, where appropriate, to assist in promoting and maintaining patient comfort.
6. To communicate and liaise with the Community Nursing Team, Out of Hours Service (111) and Hospice at Home Management Team/Co-ordinator, reporting on the condition and needs of the patient and providing and maintaining nursing reports and records as necessary.
7. Advise the Roaming Car Service Management/Co-ordinator of any equipment and aids required for the provision of efficient nursing care and to meet the needs of the patient.
8. To be familiar with the procedure in the event of an emergency or
9. To be familiar with the procedure death of the patient.
10. To maintain professional confidentiality in all matters relating to patient care.
11. To follow the instructions given for the moving and handling of patients and the use of handling equipment.
12. To keep up to date with developments in nursing care and treatments.
13. To report any complaints from patients or their carers immediately to the Roaming Car Service Management/Co-ordinator.
14. To be accountable to Blythe House Hospice in line with the Code of Behaviour
15. To be able to perform basic risk assessments that underpin the safe care and treatment of the patient, carers and staff.

Other Tasks and Responsibilities

1. To be conversant with and adhere to the policies and procedures of the hospice.
2. To identify yourself as a Blythe House Hospice Healthcare Assistant and to act as their ambassador in the community.
3. To submit reports of the patient care delivered on behalf of the hospice.
4. To be aware of the Disciplinary and Grievance Procedures and the Health and Safety at Work Act, particularly in relation to nursing in the community and the moving and handling of patients.
5. To immediately report accidents and incidents according to procedure.
6. To have a flexible working approach to promote a client-centred service.
7. Participate in staff and other hospice meetings as required.

Skills/Training required

- All post holders will be required to attend a hospice induction, role specific training will be on the job.
- All post holders must attend moving and handling training/basic life support training as soon as possible after appointment and then on a regular basis. – or provide evidence of completed training in another organisation
- All post holders must complete mandatory and job specific training in line with legal and regulatory requirements as required
- All post holders must attend regular support/supervision group meetings
- Any gaps in knowledge/requests for specific training must be communicated to the Roaming Car Service Management so these can be addressed
- All post holders will participate in the individual appraisal process

Other

This post will be subject to an enhanced DBS check as required by the Health Care Commission.