



Opus Care Limited

JOB DESCRIPTION

JOB DETAILS

JOB TITLE: Registered Nurse (RGN / RMN)

HOURS: Various

REPORTING TO: General Manager / Deputy Manager

BASE:

JOB SUMMARY

Reporting to the General Manager and Deputy Manager, the Registered Nurse (RN) is responsible for ensuring a high level of care is provided to our residents and that they comply the NMC code of conduct, conditions as directed by Department of Health & Social and the Care Quality Commission. Full adherence to Opus Care's policies and procedures is also mandatory.

The RN will provide strong clinical knowledge and leadership to ensure the highest standards are achieved in the delivery of care within the home including personal centered care, clinical care and dementia care.

JOB SPECIFIC RESPONSIBILITIES

Leadership and Management

- Assist the General Manager and Deputy Manager with responsibility for clinical care in the home.
- Assist with the training of clinical team members; ensuring training targets are met and the teams are competent in their roles.
- Inspire the clinical team to deliver outcomes for the home.
- Ensure that all supervisions, appraisal and performance management of the clinical team, are delivered to support them to achieve their potential.
- Daily Leadership of the clinical team to ensure they are aligned with the Opus Care vision and are operating within the NMC guidelines, Department of Health & Social Care and the Care Quality Commission.

- Ensure any requirements from internal and external audits are actioned within the timescales required.
- Ensure that all rotas are maintained, ensuring efficient and effective use of manpower in accordance with company policies.

Clinical Care

- Assist care delivery in the home, to ensure continuous assessment, planning, implementation and evaluation of resident's care.
- Assist with ensuring care plans are regularly audited and that they are appropriate to the residents needs and reflect the care being delivered.
- Assist with the prompt updating of Risk Assessments and clinical documentation to promote the wellbeing of all Residents.
- Ensure medication is ordered in a timely manner, stored, managed and administered in line with company policies and procedures, the 7 'R's and the NMC guidelines.
- Proactively research current and future clinical practices to ensure Opus Care are leading the way with clinical care delivery.
- Ensure that all regulatory and statutory requirements are met and Opus Care's policies and procedures are adhered to.
- Develop and promote good professional communication with Clinical Healthcare Professionals, Residents, Relatives, Visitors and team members.
- Ensure that the Clinical Manager is made aware of any clinical issues within the home.
- Ensure that all care given is in line with the NMC codes of practice, guidance from the Department of Health & Social and the Care Quality Commission.
- Ensure confidentiality in respect of resident's privacy and dignity, enabling the promotion of equality and diversity for all Residents.
- To liaise with the Wellbeing Team in order to maximise the development and implementation of the activities programme.
- Liaise with GP's and other professionals to ensure outstanding care for the residents is maintained in a prompt manner.
- The monitoring of intake of food and fluids for all residents, ensuring that appropriate targets are achieved, referrals made where required, and care plan updates are completed.
- To continually improve and update personal development in accordance with the requirements of PREP.
- Ensure attendance and participation in Opus Care's Mentorship & Communication Workshops.
- To remain responsive to all reasonable management requests.
- Mandatory attendance to both personal supervisions and departmental / general meetings.
- Ensure all complaints are dealt with appropriately in line with Opus Care's policies and procedures.
- To actively engage with residents in conversation and meaningful occupation related to their lifestyle choices at a level and pace that values the individual and respects their dignity and communication differences.
- To respond in a timely way to residents needs; taking urgent action with those who are distressed (calling out, calling for help, knocking or making noises that suggests

that they need urgent support) ensuring that you seek assistance if you feel unable to respond appropriately in person.

- To demonstrate an ability to adhere to a duty of care, accountability, and candour.

Health and Safety

- Ensure Home Deputy Manager is informed of any incidents in the absence of the General Manager.
- Ensure storage of medications are in line with NMC code of conduct, NICE guidelines, Pharmacy advise, best practice as detailed by the Department of Health & Social Care, and Opus Care's policies and procedures.
- Management of medications to ensure resident safety in line with the 7 'R's (Right **T**ime, Right **P**erson, Right **D**rug, Right **R**oute, Right **D**ose, Right **t**o Refuse, Right **D**ocumentation).
- Ensure both national and localised Infection Prevention Control measures are adhered to in line with Public Health England and Opus Care's company policies and procedures.
- Ensure risk assessments are completed within the home and safe working practices are being followed.
- Ensure equipment and environment is safe within the home.

JOB DESCRIPTION RECORD

This job description reflects the current main organisational priorities for the position. These priorities may develop and change in consultation with the post holder in line with needs and priorities of the business.

Post holder's signature:

Date:

PERSON SPECIFICATION

	Essential Criteria
Qualifications/Education	RN/RGN Qualified or RMN Dementia Qualification (for homes with people living with dementia) (Desirable)
Experience	Proven track record leading, empowering, supporting and motivating a clinical team Experience delivering high quality relationship centered care (Desirable)
Skills/ Knowledge	Strong leadership and management skills Excellent written, non-verbal and verbal communication skills Dementia Knowledge (for homes with people living with dementia)
Personal Qualities	Reliable and punctual Able to adapt to change Willing to learn and develop Approachable Confident Diplomatic Enthusiastic Flexible Influencing skills Listening skills Negotiating skills Patient approach Positive attitude Self-motivator Flexible approach to working hours - able to work occasional outside of normal hours. Ability to promote a professional image for the company at all times Willing and able to travel to other homes where needed for training / support Able to adapt to the Opus Care culture