

# JOB DESCRIPTION & PERSON SPECIFICATION

Job title: Senior Staff Nurse

## GOSH profile

Great Ormond Street Hospital for Children NHS Foundation Trust (GOSH) is an international centre of excellence in child healthcare. GOSH is an acute specialist paediatric hospital with a mission to provide world-class care to children and young people with rare, complex and difficult-to-treat conditions.

Together with our research partner, the UCL Great Ormond Street Institute of Child Health, we form the UK's only academic Biomedical Research Centre specialising in paediatrics. Since its formation in 1852, the hospital has been dedicated to children's healthcare and to finding new and better ways to treat childhood illnesses.

Great Ormond Street Hospital receives nearly 300,000 patient visits (inpatient admissions or outpatient appointments) every year (figures from 2018/19). Most of the children we care for are referred from other hospitals throughout the UK and overseas. There are 60 nationally recognised clinical specialities at GOSH; the UK's widest range of specialist health services for children on one site. More than half of our patients come from outside London and GOSH is the largest paediatric centre in the UK for services including paediatric intensive care and cardiac surgery.

Through carrying out research with the UCL Great Ormond Street Institute of Child Health, University of London and international partners, GOSH has developed a number of new clinical treatments and techniques that are used around the world.

The UK's only academic Biomedical Research Centre (BRC) specialising in paediatrics is a collaboration between GOSH and UCL Great Ormond Street Institute of Child Health. We are a member of University College London (UCL) Partners, joining UCL with a number of other hospitals – an alliance for world-class research benefitting patients.

In partnership with six other NHS trusts, we are the lead provider for North Thames Genomics Medicine Centre, part of the national 100,000 Genomes Project.

# Great Ormond Street Hospital at a glance



## Great Ormond Street Hospital Culture and Values

The Trust has developed the Always Values with our staff, patients and families that characterise all that we do and our behaviours with our patients and families and each other.

Our Always Values are that we are:



## Diversity & Inclusion

Here at GOSH, we believe that improving lives for our patients begins with improving how we learn, work and grow as colleagues. So, we're changing. We know that we need to develop a more inclusive culture where everyone feels seen and heard. By growing an ever more diverse workforce, we'll have a greater range of perspectives and knowledge in our GOSH community, meaning that we can provide the children and young people at our hospital with even better care. At GOSH we have opportunities for our staff to engage with colleagues through the following networks: REACH (Race, Ethnicity and Cultural Heritage) ENABLED (Enhancing Abilities & Leveraging Disabilities Network), PRIDE & Women's networks.

Job title	Senior Staff Nurse
Directorate	Heart and Lung
Band	6
Supervised by	Ward Manager/Team Leader
Type of contract	Permanent
Hours per week	37.5
Location	Great Ormond Street Hospital
Budgetary responsibility	N/A
Manages	Supports the in the management of Healthcare Support Workers, Healthcare Assistants, Nursing Associates, apprentices and students

### Main purpose of the job

- To provide clinical leadership to a designated nursing team and ensure the provision of high- quality nursing care to children, young people and families.
- To act as a role model and expert clinical practitioner.
- To assist in the safe, effective and efficient management of the department within allocated resources.
- To promote a progressive attitude to the continual improvement of patient care through research and evidence-based practice.
- To undertake delegated responsibility for the department in the absence of the Ward Manager /Team Leader.
- To be familiar with and adopt the principles of the NHS Chief Nursing Officers vision for Compassion in Practice (NHS Commissioning Board Dec 2012).

### Key working relationships

**Internal:** Nurses, Doctors, administrative team, Physiotherapists, Pharmacists, Social Workers, Occupational Therapists, Healthcare Assistants, Healthcare Support Workers, Play Workers and Specialists, Psychologists, Psychotherapists, IT staff, Chaplains, Dieticians and housekeeping staff and other teams within GOSH.

**External:** Families, General Practitioners, other hospitals, local health authorities, social services, community services, schools.

### Main duties and responsibilities:

#### Clinical:

- To be a clinical expert within the specialty.
  - To ensure the provision of excellent, evidence-based nursing care for the children, young people and their families at all times.
  - Ensure that each child or young person is assessed, and that their care is planned, implemented and evaluated in negotiation with the family, and that this is accurately documented.
  - Promote Family Centred Care and ensure the provision of a welcoming, caring, clean and safe environment for the children, young people and their families.
  - To act as an advocate for the child, young person and family ensuring the provision of appropriate information and support services.
  - To communicate complex and sensitive information effectively to patients, carers and other staff, overcoming any barriers to understanding and providing support during distressing or emotional events.
  - Ensure that discharge planning is commenced at the point of admission, liaising with the multidisciplinary team, other departments and community services as necessary.
  - To develop and maintain clinical skills and knowledge necessary to provide holistic, evidence- based nursing care. This includes completion of the Trusts clinical skills competency framework and expanded role responsibilities, following appropriate training.
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- To be competent in the administration of medication including under patient group directives.
- Communicate effectively, promoting open and trusting relationships.
- To be aware of the uses, safety precautions and handling of equipment in the department.
- Assist in the development and review of policies and standards for the safe use and cleaning of equipment and any new equipment introduced to the department.
- To be competent in the use of all relevant Trust IT systems ensuring that data is entered in an accurate and timely fashion, in accordance with Trust policy and procedure.

### **Managerial:**

- Ensure the provision of appropriate supervision and support to members of the ward team.
- Support the provision of effective communication between all members of the multidisciplinary team, other hospital departments, relatives and visitors.
- Ensure quality care is given, by being familiar with agreed ward and Trust standards of care and to inform seniors, if the required standard cannot be reached.
- Ensure that key performance indicators are met in relation to getting the basics right and implementation of 'Saving Lives'.
- To ensure compliance with the Health and Social Care Act regulations 2010 by adhering to the Care Quality Commission standards at all times.
- Manage allocated resources effectively and efficiently. This includes maintaining the correct skill mix of staff for patient dependency, bed/list management, utilisation of time and equipment, authorisation of bank/agency time sheets as appropriate.
- Assist in ensuring the safety of the department, and the risk management process by actively participating in clinical audit, clinical risk and quality issues, including the managing and reporting of incidents.
- To ensure that all staff know where to access trust policies and clinical procedure guidelines and that staff adhere to these at all times.
- To lead on an agreed area of department management e.g., infection control link, teaching research etc.
- Act as a team leader for a group of nurses, acting as a mentor/preceptor, and facilitating their development through challenge and support.
- To lead and co-ordinate team projects and team building activities.
- Participate in the process of recruitment and retention of staff.
- Promote and support the improving working lives philosophy, and initiatives.
- To contribute to the appraisal process, and if required disciplinary activities.
- Deputise for the ward manager in their absence or when requested.
- Participate in events or publications that promote the Trust and children's nursing.

### **Education:**

- To actively assist in the education and practical training of learners, 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.
  - Participate in the audit of the clinical learning environment.
  - Supervise and orientate learners, temporary staff and staff new to the area.
  - To act as a preceptor for newly qualified nurses.
  - To be a resource for students and junior colleagues, facilitating the development of junior staff.
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- Teach parents the clinical skills required to care for their child safely at home.
- To initiate and participate in audit and 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's admission and treatment at all times.
- To ensure that all patient care is documented, and that all relevant documentation is completed accurately and within agreed timescales using Trust approved documentation, in line with NMC, CQC and Trust standards.
- To have knowledge of and adhere to ward and Trust policy and professional standards. To ensure that team members do likewise.
- To demonstrate a professional approach to work, and act in accordance with the GOSH Trust Our Always Values and the NMC Code of Professional Conduct at all times.
- To participate in staff appraisal, staff development and in service training activities.
- To meet requirements for NMC Revalidation.
- 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 qualifications as relevant to the role and service requirements.
- To be conversant with and demonstrate in practice the principles of the NHS Chief Nursing Officers vision for Compassion in Practice (NHS Commissioning Board 2012).

*This job description is intended as an outline of the areas of activity and can be amended in the light of the changing needs of the service and will be reviewed as necessary in conjunction with the post-holder.*

#### **Safeguarding**

All Trust staff have a responsibility for safeguarding children, young people and vulnerable adults which includes:

- an understanding of relevant Trust Policies
- ensuring that any safeguarding and child protection or vulnerable adults' concerns are both recognised and acted on appropriately
- attendance at mandatory safeguarding children & adults training and updates at the competency level appropriate to their role and in accordance with the Trust's safeguarding training guidance.

#### **Confidentiality**

On appointment you may be given access to confidential information which must only be disclosed to parties entitled to receive it. Information obtained during the course of employment should not be used for any purpose other than that intended. Unauthorised disclosure of information is a disciplinary offence.

#### **Risk Management**

You will be required to ensure that you implement systems and procedures at a local level to fulfil the requirements of the organisation's Risk Management Strategy including local

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management and resolution of complaints and concerns, management of SUIs/incidents and near misses. Your specific responsibility for risk management will be clarified to you by your manager at your local induction.

### **Emergency Planning**

In accordance with the organisation responsibilities under the Civil Contingencies Act 2004, you may be required to undertake alternative duties as is reasonable directed at alternative locations in the event of and for the duration of a significant internal incident, major incident or flu pandemic.

### **Human Rights**

You are required to comply with the regulations of the Human Rights Act 1998 during the course of your employment.

### **Sustainable Development**

You will be required to demonstrate a personal commitment to the Trust's Sustainable Development Plan and to take personal responsibility for carrying-out your work duties in a way which is compliant with this Plan.

### **Other information**

Great Ormond Street Hospital for Children NHS Foundation Trust is a dynamic organisation, therefore changes in the core duties and responsibilities of this role may be required from time to time. These guidelines do not constitute a term or condition of employment.

### **The GOSH Learning Academy (GLA)**

Staff education and training influences every stage of the patient journey. Be it the communication skills of the medical secretary planning a patients' stay, the multi-professional team caring for them on the ward, the leadership skills of our corporate and operational teams, or the administrator planning their transport home – each member of staff needs the up-to-date knowledge, skills, and capabilities to provide our patients with exceptional care. We have a number of opportunities for staff available through the [GOSH Learning Academy](#)

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## PERSON SPECIFICATION

*This table lists the essential and desirable requirements needed in order to perform the job effectively. Candidates will be shortlisted based on the extent to which they meet these requirements. Evidence for suitability in the role will be measured via a mixture of application form, testing and interview.*

GOSH Culture and Values	Essential	Desirable	Assessment method
Our Always values <ul style="list-style-type: none"> <li>Always welcoming</li> <li>Always helpful</li> <li>Always expert</li> <li>Always one team</li> </ul>	E	D	I/A/T
Knowledge and understanding of diverse backgrounds and perspectives	E	D	I/A
Understanding of Diversity and Inclusion challenges in the workplace.	E	D	I/A
Demonstrable contribution to advancing Equality, Diversity and Inclusion in the Workplace	E	D	I/A
<b>Academic/Professional qualification/Training</b>			
NMC Registered Nurse (appropriate to clinical speciality)	E		A/I
Relevant nursing qualification	E		A/I
Evidence of ongoing professional development relating to clinical speciality	E		A/I
Assessor or practice supervisor qualification/experience		D	A/I
<b>Experience/Knowledge</b>			
Experience of having worked with acute/chronically sick children or specialised transferable skills	E		A/I
Understanding of professional and current issues in children's nursing	E		A/I
Understanding of the importance of research and evidence-based practice	E		A/I
Basic knowledge of computer skills	E		A/I
Understanding or evidence of fulfilling requirements for Revalidation	E		A/I
Understanding of safeguarding issues according to Trust policies and procedures	E		A/I
Understanding of principles of clinical governance (e.g. risk management, audit, quality)	E		A/I



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Understanding of nursing practice and innovation outside of GOSH		<b>D</b>	A/I
Knowledge of clinical incidents and complaints and reporting		<b>D</b>	A/I
Previous experience in the relevant specialty of post (preferably in an NHS setting)		<b>D</b>	A/I
Knowledge of ward specialities		<b>D</b>	A/I
<b>Skills/Abilities</b>			
Ability to plan and prioritise care for patients	<b>E</b>		A/I
Committed to family centred care	<b>E</b>		A/I
Excellent verbal and written communication skills	<b>E</b>		A/I
Excellent numeracy skills	<b>E</b>		A/I
Good time management and teaching skills	<b>E</b>		A/I
Ability to work well both in a team and on own initiative	<b>E</b>		A/I
Ability to delegate tasks as appropriate	<b>E</b>		A/I
Demonstrates Compassion in practice	<b>E</b>		A/I
Administration of IV drugs		<b>D</b>	A/I
Central venous access management		<b>D</b>	A/I

**Criteria Key:**Essential: **E**Desirable: **D****Review Method:**Application form: **A**Interview: **I**Test: **T**