



# CoAction

EMPOWER • SUPPORT • CARE

**CoAction West Cork provides quality services to support children and adults with an intellectual disability, and children with autism. This is achieved by helping each service user reach their full potential, working in partnership with their families and carers, within the community.**

## Registered Nurses

### RGN/RCN/RNID

### Based in Child's Home in the Community

#### Essential Qualifications

Person who have one of the following levels of professional qualification:

- RGN/RCN/RNID
- Current ABA Registration

#### Desirable Qualifications

- Registered Nursing qualification
- Post –Graduate Qualification

#### Essential Skills

- Ability to develop relationships built on respect and trust with a family.
- Good communication skills.
- Possess a genuine interest in the welfare of the people they support and believe in each person's potential and strength.
- Be flexible and open minded and willing to adapt and change according to situations as they arise.

#### Desirable Skills

- Previous experience of developing care plans

#### Essential Experience

- Experience of working with children with an intellectual disability.
- 1 years Post- Graduate Nursing Experience

#### Desired Experience

Experience of working with children with medical needs and or supporting individuals in community settings.

## **Registered Nurse - Job Description**

This job description indicates the main functions and responsibilities of the post and is subject to review and amendment in light of changing circumstances and may include other duties and responsibilities as may be determined from time to time by the Director of Services/CEO or designated Line Manager. You will be given as much notice of such changes as possible. It is CoAction's policy to review job descriptions on a regular basis.

**Reporting to:** The Children's Services Coordinator /Nurse Co-ordinator

**Base:** Children's Services.

### **Overall Purpose of Position**

The Registered Nurse will provide nursing expertise to individuals who avail of CoActions services, taking primary responsibility for the medical care (assess, plan, implement and evaluate care) to the highest professional and ethical standards and best practice.

### **Initial Assignment:**

To work with children with complex needs, providing home based nursing care in the community.

### **Main Responsibilities**

#### Professional Responsibilities

The Registered Nurse will:

- Practice Nursing according to the Code of Professional Conduct as laid down by the Nursing Board (An Bord Altranais) and Professional Clinical Guidelines
- Comply with national, regional and local Health Service Executive (HSE) guidelines, policies, protocols, legislation and CoAction guidelines and policies
- Work within his/her scope of practice and take measures to develop and maintain the competence necessary for professional practice

- Maintain a high standard of professional behaviour and be accountable for his or her practice
- Be aware of ethical policies and procedures which pertain to his/her area of practice
- Respect and maintain the privacy, dignity and confidentiality of the client / patient subject to the safety, health and welfare of the client/family not being put at risk.
- Be on the An Board Altranais live register for general nursing.
- Commute to the child's home to administer appropriate professional nursing care.

### Clinical Practice

The Registered Nurse will:

- Fulfil his/her statutory obligations within the legislation and HSE/CoAction policies as appropriate to the role.
- Deliver nursing care to clients / patients according to best practice / evidence based framework
- Manage a caseload as required
- Promote the health, welfare and social wellbeing of all eligible patients / clients.
- Link with the multi-disciplinary team in all aspects of service delivery including case conferences, clinical meetings, team meetings
- Assess, plan, implement and evaluate individual person centred care programmes within an agreed framework and in accordance with policies procedures and guidelines and established best practice.
- Develop and promote good interpersonal relationships with clients / patients, their family / social network
- Participate in the development, promotion and implementation of infection control guidelines.
- Endeavour to ensure that care is carried out in an empathetic and ethical manner and that the dignity and spiritual needs of the client / patient are respected
- Promote and recognise the client / patient social and cultural dimensions of care and the need for links with their local community

- Collaborate and work closely with the client / patient, his/her family, the multi-disciplinary team, external agencies and services to facilitate discharge planning, continuity of care and specific care requirements
- Provide education and information to the client / patient, his/her family as required and be an advocate for the individual patient / client and for his / her family
- Report and consult with senior nursing management on clinical issues as appropriate
- Maintain appropriate and accurate written nursing records and reports regarding client / patient care in accordance with local / national / professional and confidentiality guidelines
- Participate in innovation and change management in the approach to client / patient care delivery particularly in relation to new research findings, evidence based practice and advances in treatments
- Participate in clinical audit and review
- Participate in community needs assessment and on going community involvement
- Promote a positive health concept with clients / patients and colleagues and contribute to health promotion and disease prevention initiatives as outlined by the Health Service Executive
- Link with other services as required

#### Health & Safety

The Registered Nurse will:

- Participate in the development of policies/procedures and guidelines to support compliance with current legal requirements where existing for the safe storage and administration of medicines and other clinical products.
- Participate in the development of policies/procedures and guidelines with health safety risk and management personnel and participate in their development in conjunction with relevant staff and in compliance with statutory obligations
- Observe, report and take appropriate action on any matter which may be detrimental to client / patient care or well being.
- Be aware of the principles of risk management and be individually responsible for risk management/health and safety issues in their area of work
- Comply with HSE/CoAction policies to minimise risk with particular reference to infection control, domiciliary visits and lone working

## Education, Training & Development

The Registered Nurse will:

- Keep abreast of the latest developments in nursing practice as far as possible.
- Develop and use reflective practice techniques to inform and guide practice
- Participate in the clinical / workplace induction of new nursing and support staff
- Contribute to the identification of training needs pertinent to the clinical area
- Develop teaching skills and participate in the planning and implementation of orientation, training and teaching programmes for nursing students and the nursing element of education for other health-care staff as appropriate
- Identify and contribute to the continual enhancement of learning opportunities within a population health framework
- Provide support guidance and advice to junior colleagues when required within the scope of practice.
- Participate in regular performance / clinical reviews with his/ her line manager.

## Administration

The Registered Nurse will:

- Ensure that records are safeguarded and managed as per HSE / CoAction policy and in accordance with relevant legislation
- Maintain records and submit activity data / furnish appropriate reports to the line manager
- Contribute to policy development and formulation, performance monitoring, business planning and budgetary control
- Maintain professional standards including patient and data confidentiality
- Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways, individual care plans and shared care arrangements
- Contribute to on-going monitoring, audit and evaluation of the service as appropriate
- Accurately record and report all complaints to appropriate personnel according to local service policy