



Title:	Nurse Associate
Hours of work:	x hours per week
Department:	[Complete as Appropriate]
Responsible to:	Registered Nurse in Charge & Service Manager

Purpose & Job Summary

Working independently under the leadership of Registered Nurses, the Nursing Associate will provide holistic and person centred care and support for service users. The Nursing Associate will deliver hands on care for patients as part of the nursing team.

Main Duties and Responsibilities

Care

- Nursing Associates must practice at all times in line with Cygnet Health Care's organisational values; (Care, Respect, Empower, Trust, and Integrity).
- Work within the NMC code of conduct, acting in the best interests of people they care for.
- Support the assessment, planning, implementation and evaluation of care planning & risk assessments with service users on admission and at appropriate intervals and under supervision of the Registered Nurse.
- Ensure all interventions are documented clearly and comprehensively in clinical notes, care plans, risk assessments and other under the supervision of the Registered Nurse. All interventions should be communicated to the Registered Nurse in charge.
- Undertake medication administration duties in-line with the NMC code, Cygnet Health Care's policies, and own professional sphere of competence.
- Completing safe and therapeutic observation and engagement duties in line with relevant Cygnet Health Care policies.
- Assisting individuals with all aspects of physical health assessments and interventions at the discretion of the nurse in charge.
- Contribute to the prevention & management of abusive, aggressive and challenging behaviour in line with least restrictive practice.

- Ensure that the requirements of the Mental Health Act 1983 are known, understood and adhered to, including authorised leave.
- Ensure that the service user's rights and dignity are maintained at all times.
- Understand how to escalate concerns regards care and treatment and how the whistleblowing policy complements this.
- Escorting service users to various destinations as required.

Communication

- Effectively record and communicate information relating to service users.
- Communicate effectively with colleagues, providing clear verbal, digital or written information and instructions when sharing information, delegating or handing over responsibility for care.
- Demonstrate sensitivity and compassion when communicating and managing relationships.
- Communicate and Collaborate with other members of the Multi-Disciplinary team in ensuring a safe environment is maintained for Service Users and staff, this includes effectively utilising resources to help meet identified service users' needs.

Health, Safety and Security

- Adhere to all group policies and procedures, and protocols within the defined timescales, Regulatory standards and guidelines, Department of Health guidelines and legislations, including Mental Health Act / Mental Capacity Act and Code of Practice.
- Report and document any incident and escalate in line with Incident policy and report to Registered Nurse in charge, and local safeguarding lead.
- Actively participate in reviewing and learning from incidents at the service.
- Be aware of and work within Safeguarding Adults and/or Children policies, be able to recognise the signs of abuse and report and document concerns to a Ward Manager and MDT.
- Ensure high levels of hygiene and infection control systems are maintained.
- Ensure own actions reduce risks to health & safety.

- Maintain service user, staff and organisational confidentiality at all times.
- Take responsibility for attending all statutory and mandatory training as stipulated.
- Follow Cygnet Health Care Policy and Procedures and maintain level of service, which meets the standard for the hospital. This includes understanding and implementation of the Hospital's Health and Safety Policy, Emergency and Fire Procedures.

Other

- Participate in supervision, annual appraisal and competency assessments in order to reflect on and develop own practice.
- Escalate all clinical and professional concerns to the Registered Nurse in charge at the earliest appropriate time.
- Work flexibly regarding shift and ward changes according to the needs of the hospital.
- Promote & ensure the good reputation of the profession, organisation, and service at all times.
- Act as a positive role model, maintaining professionalism & to demonstrate a positive attitude to service users, their families, visitor and others.
- Provide leadership and positive-role modelling to colleagues that are not professionally registered.
- Aware of budgetary considerations which may impact on service user care.
- Undertake any reasonable request within own competencies and understanding as delegated to by the Registered Nurse in charge.

This job description is not an exhaustive list of duties but it is intended to give an indication of the type of work to be undertaken. It will be subject to review.

Person Specification

Job Criteria	Essential	Desirable
Qualifications	<p>Registered Nursing Associate on the NMC Register</p> <p>Educated to a minimum level 5 Foundation degree level specific to nursing associate practice</p>	<p>QCF in Care / Health and Social Care Level 2/3 or equivalent experience.</p>
Knowledge	<p>Understanding of the scope of the role of the Nursing Associate in context of the nursing and interdisciplinary team and the organisation, and how the role may contribute to service development</p> <p>Understands and acts in line with NMC professional standards for practice contained within The Code</p> <p>Knowledge of when to seek advice and escalate to the appropriate professional for expert help and advice</p> <p>Understand requirements for NMC professional Revalidation</p> <p>Understanding of the importance of following procedures and treatment plans</p> <p>Where candidates have not yet completed their end point assessment or nursing associated preceptorship you'll be expected to do so within the next 6 months from commencement into role</p>	

<p>Experience</p>	<p>Experience of working in teams under appropriate supervision as part of a multi-disciplinary team</p> <p>Insight into how to evaluate own strengths and development needs, seeking advice where appropriate</p> <p>Experience of providing and receiving complex, sensitive information</p>	
<p>Skills</p>	<p>Excellent interpersonal and communication skills IT skills appropriate to the role</p> <p>Ability to work well in a team</p> <p>Ability to work on own initiative</p> <p>Ability to organise and prioritise own workload</p> <p>Able to recognise own limitations in the context of the nursing associate role</p> <p>Knowledge of when to seek advice and refer to a registered health or care professional</p> <p>Ability to participate in reflective practice and clinical supervision activities</p> <p>Ability to support, supervise, assess and act as a role model to nursing associate students, other learners and health care support workers as required within the clinical setting</p>	

