



Job Description

Job:	Clinical Nurse Manager (CNM1)
Location:	CHO 7 Adult Services Crumlin Rialto and Tallaght
Contract Hours:	30hrs per week
Contract Type:	Permanent Part-time
Report to:	Adult Services Manager or whomever management may appoint

Overall Purpose of the Post:

To provide clinical leadership and operational support across Adult Day Services, ensuring the delivery of high-quality, person-centred, evidence-based nursing care to adults with physical and sensory disabilities, Autism Spectrum Disorder and/or Intellectual Disability.

The post holder will support nursing staff, promote best clinical practice, oversee clinical governance and quality improvement, and work collaboratively with the multidisciplinary team to ensure safe, effective and responsive services in line with Enable Ireland's ethos, New Directions and professional standards

Key Working Relationships: Enable Ireland delivers services using the social model of disability and has a wide range of stakeholders with whom strong professional relationships need to be forged and fostered on an ongoing basis. These stakeholders will be clearly identified and be relevant to supporting the service owners live independent lives in their local community.

Duties:

Professional/Clinical:

- The applicant will need to provide strong leadership in clinical practice and act as a resource and role model for clinical practice.
- The CNM1 will practice nursing according to Professional Clinical Guidelines National and Area Health Service Executive (HSE guidelines), local policies, protocols, guidelines and current legislation.
- Ensure the development and maintenance of nursing standards, protocols and guidelines consistent with the highest standards of service owner care.
- Provide leadership, supervision and support to Nursing and non-clinical Staff in the provision of clinical and care support services.
- Be responsible for the co-ordination, assessment, planning, implementation and review of care for service owners according to service standards and New Direction Standards as applicable
- Support the achievement of socially valued roles in their community by the individuals we support in line with HSE PCP framework.
- Participate in teams as appropriate, communicating and working in co-operation with other team members.
- Collaborate with service owners, family, carers and other staff in treatment/ care planning and in the provision of support and advice.
- Assist in providing staff leadership and motivation, which is conducive to good staff relations and work performance.
- Ensure that service owners and staff are treated with dignity and respect.

- Maintain professional standards in relation to confidentiality, ethics and legislation.
- Participate in clinical audit as an integral part of the role.
- Operate within the Scope of Practice - seek advice and assistance from his/ her manager with any cases or issues that prove to be beyond the scope of his / her professional competence.
- Demonstrate effective change management skills.
- Liaise closely with the HSE, community nursing, therapy staff, GP's, pharmacists and any other key organisations in the course of ensuring the delivery of a person centred service to each service owner
- To carry out vaccination of service owners and staff as required
- Participate and engage in National Groups as required e.g. Policy working groups, nurse's forum etc.
- Co-ordinate and facilitate Consultant Clinics, complete follow-up from appointments as required.
- Liaise closely with the HSE CHO 7 region, community nursing and therapy staff and other key organisations in the course of ensuring the delivery of a person-centred service to each Owner
 - Planning, developing and implementation of service including: Criteria for accessing services
 - Assessment & individual service planning process
 - Person centred planning approach in partnership with service owners
 - Advocacy development on group and individual basis
 - Access to mainstream /community-based opportunities
- To maintain and promote current best practice in the disability sector.
- To manage staff assigned to the centre, including recruitment, development, training, discipline and performance in accordance with Enable Ireland policies and procedures.
- Implement staff Personal Development Planning, Supervision and Individual Performance Management & Review for staff.
- To co-ordinate student placements, including recruitment and screening and ensuring appropriate placement and supervision.
- Actively participate in the setting of team and organisational goals.
- Completing Assessment of Needs for new referrals & current service owners

Health & Safety

- Play a central role in maintaining a safe environment for service owners, staff and visitors e.g. by contributing to risk assessment and maintaining live risk register.
- Assist in observing and ensuring implementation and adherence to established policies and procedures e.g. Health and Safety, Infection Control & Medication Management.
- Observe, report and take appropriate action on any matter which may be detrimental to service owner's care or wellbeing / may be inhibiting the efficient provision of care.
- Have a working knowledge of the New Directions guidelines for day services and the Health Information and Quality Authority (HIQA) Guidance for the Assessment of Centres for Persons with Disabilities

Training & Development

- Identify the training needs of the Staff support team.
- Support and champion the continuous up skilling of support staff to ensure they are educated and empowered to take responsibility for routine clinical support tasks e.g. Medication Management, Urinary Catheter Care & Bowel Management supports, Pressure Ulceration Management & Prevention
- Facilitate and deliver clinical practice training as required.
- Monitor staff performance relating to care and clinical practice through assessments etc. and liaise with the team where appropriate to raise the standards of practice.
- Contribute to the development of strategies for the progression of community support services to meet the identified and emerging needs of the service owners.

Personnel/ Administrative

- Demonstrate skills of policy development and act as a leader with regard to implementation of Service and Enable Ireland policies and procedures.
- Develop and maintain the necessary clinical and administrative records and reporting arrangements/ contribute to quality assurance by assisting other departments with required data collection.
- Attend and actively contribute to relevant clinical, professional and service meetings
- When required, to co-ordinate staff and ensure that duties, activities and programmes allocated to staff are carried out efficiently, ensuring that skill mix takes account of fluctuating workloads and ensuring maximisation of available resources.
- When required to support with the development of staff rosters
- To support the management team with managing resources within the service including financial and human resources
- Be prepared to act as Designated Officer when required.

Skills / Competencies and/or Knowledge

- Demonstrate the ability to promote professional relations and team work.
- Demonstrate an understanding of a Human Rights based approach, Social Model of supports to individuals with disabilities, New Direction Guidelines and Social Role Valorisation (SRV) principals
- Demonstrate the ability to provide staff supervision, training and development.
- Demonstrate experience in Service management and quality assurance.
- Demonstrate capabilities for Leadership, Professionalism and Self-development.
- Demonstrate strong Communication skills.
- Demonstrate the ability to apply IT skills relevant to the role.
- Demonstrate resilience and composure.
- Demonstrate good change-management skills

This description is not restrictive and the post holder may be required to carry out other duties as requested by the Adult Services Manager/Director of Services

To minimise exposure to breaches of GDPR, strict compliance is required In the course of carrying out the duties of this job and working with others. This will include, but is not limited to, compliance with Enable Ireland's suite of GDPR Policies & Procedures, attending all GDPR Training sessions and ensuring personal responsibility for implementing safeguards and measures as directed.

Terms & Conditions:

Responsible to:	Adult Services Manager or whomever management may appoint
Probation:	A probationary period of 6 months applies, wherein three probationary meetings will take place to review your performance and suitability for appointment. The probationary period may be extended or terminated for any reason at Enable Ireland's discretion.
Salary:	The current salary scale for this post is €53,468 to €63,401 pro rata per annum.
Annual leave:	Annual leave entitlement is 34 - 37 days pro rata per annum (Dependent on years' service) and proportionately less for less than 12 months service.
Pension Scheme:	Enable Ireland operates a contributory pension scheme which all employees may join on following start date

Medical:	The successful candidate will be required to undergo a medical assessment.
Garda Clearance/ Police Clearance:	These will be required for all prospective employees who will undertake relevant work or activities relating to children or vulnerable persons.
Sick Pay: (If applicable)	All periods of sickness exceeding two days must be medically certified. Weekly medical certificates are required thereafter. The Company reserves the right to have you examined by its own Doctor after 3 months continuous sick leave. Upon completion of 6 months continuous service with the Company sick pay will be as follows: Full pay less social welfare for the first 13 weeks of sickness in any 12 month rolling period and half pay less social welfare for a further (13) weeks of sickness absence in the same 12 month rolling period
Redeployment	In exceptional circumstances the organisation reserves the right to redeploy you to an alternative role that is suitable to your skills and experience.