



**CLONTARF HOSPITAL**

Blackheath Park, Clontarf, Dublin 3.

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|----------------------|------------------------------------------------------------|
| <b>Position:</b>     | <b>Staff Nurse General</b>                                 |
| <b>Contract:</b>     | <b>Permanent</b>                                           |
| <b>Hours:</b>        | <b>37.5hrs</b>                                             |
| <b>Salary range:</b> | <b>HSE Consolidated pay-scale 1<sup>st</sup> June 2026</b> |
| <b>Reporting to:</b> | <b>Director of Nursing/Assistant Director of Nursing</b>   |

**Scope:**

The Staff Nurse will assess, plan, implement and evaluate care to the highest professional and ethical standards within the model of nursing care practiced in the relevant care setting. The staff nurse will provide holistic, person centered care, promoting optimum independence and enhancing the quality of life for service users.

**Principle Duties and Responsibilities:**

Under the direction of the Clinical Nurse Manager 1 and 2 or Charge Nurse the post holder will:

- ✓ The person holding this post is required to support the principle that the care of the patient comes first at all times and will approach their work with the flexibility and enthusiasm necessary to make this principle a reality for every patient to the greatest possible degree
- ✓ Maintain throughout the Group's awareness of the primacy of the patient in relation to all hospital activities.
- ✓ Be accountable for the provision of a nursing service in a manner that is efficient, effective and of the highest standard
- ✓ Develop clinical expertise, leadership ability and teaching skills through nursing practice.
- ✓ Participate in teaching and education programmes for nursing and support staff
- ✓ Maintain a high standard of professional and ethical responsibility
- ✓ Have a working Knowledge of the health information and quality Authority (HIQA) standards as they apply to the role for example, Standards for Healthcare, national standard for Safer Better Health, national Standards for the prevention and control of healthcare Associated infections, Hygiene Standards etc and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.

- ✓ To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

## **KEY RESPONSIBILITIES**

- ✓ Professional Responsibilities
- ✓ Clinical Responsibilities
- ✓ Educational Responsibilities
- ✓ Management Responsibilities

### **1. PROFESSIONAL RESPONSIBILITIES**

Under the direction of the Clinical Nurse Manager 1 and 2/ Charge Nurse the post holder will:

- ✓ Practice Nursing according to
  - the professional code as laid down by the Irish Nursing & Midwifery Board of Ireland
  - the policies and procedures as laid down by Clontarf hospital.
- ✓ Support the philosophy, objectives and goals of the Nursing Department.
- ✓ Follow appropriate lines of authority within the Nurse Management structure.
- ✓ Participate as a team member in all aspects of patient care.
- ✓ Demonstrate a high degree of motivation and assume responsibility for professional self-development.
- ✓ Recognise the importance of good interpersonal relationship with patients, visitors and staff.
- ✓ Demonstrate flexibility by assisting in other areas of the Hospital as required
- ✓ Participate in internal rotations as required and to facilitate service needs and to enhance professional development.
- ✓ Through performance evaluation with Clinical Nurse Manager 1 and 2/ Charge Nurse recognise self - limitations and plan for appropriate measures to overcome them.

### **2. CLINICAL RESPONSIBILITIES**

Under the direction of the Clinical Nurse Manager 1 and 2/ Charge Nurse, the post holder will:

- ✓ Assess, plan, implement and evaluate individualised patient care programmes within the agreed framework for practice.
- ✓ Adapt a collaborative approach to patient care through the co-ordination of care and interventions provided by other members of the multi - disciplinary team
- ✓ Act as an advocate for the patient and their family to ensure that they are appropriately informed and counselled regarding their short / long term care needs.
- ✓ Collaborate with the patient, their family and the multi-disciplinary team to facilitate appropriate discharge planning and continuity of care.
- ✓ Maintain appropriate and accurate written records regarding patient care.

- ✓ Promote innovation and change in the approach to patient care delivery, particularly in relation to new research findings and advances in treatment.
- ✓ Participate in the setting of professional standards. Understand and co-operate with the need to measure and audit the effectiveness of care given.
- ✓ To ensure that correct handling and sympathetic treatment of patients is carried out by all staff, and that the dignity of the patient is given proper consideration.

### **3. EDUCATIONAL RESPONSIBILITIES**

**Under the direction of the Clinical Nurse Manager 1 and 2/ Charge Nurse the post holder will: -**

- ✓ Develop teaching skills and participate in the planning and implementation of orientation and teaching programmes for student nurses and care assistants in the clinical setting.
- ✓ Provide feedback to the Clinical Nurse Manager 1 and 2/ Charge Nurse in the compilation of proficiency assessments for student nurses and care assistants in the clinical setting.
- ✓ Contribute to the identification of training needs pertinent to the clinical area.
- ✓ Identify and contribute to the continual enhancement of learning opportunities in the clinical area.
- ✓ Participate in the clinical induction of all new nursing and support staff.
- ✓ Develop leadership ability in order to act as an effective role model.
- ✓ Assume responsibility for own learning and development needs.

### **4. MANAGEMENT RESPONSIBILITIES**

**The post holder will practise within the limits of their expertise. Senior nursing staff will be available to you at all times. Having regard for these limitations the post holder will independently or under supervision:**

- ✓ Manage the nursing care for a caseload of patients

**and/or**

- ✓ Take management responsibility for the ward/Unit in the absence of the Clinical Nurse Manager 1 and 2/ Charge Nurse for defined periods of time.
- ✓ Demonstrate the ability to delegate work to team members
- ✓ The discretion in the decision-making process regarding patient care
- ✓ Provide support and act as an information link to Clinical Nurse Manager 1 and 2/ Charge Nurse.
- ✓ Develop the ability to use the resources provided in an effective and economic manner.
- ✓ Co-operate in the rostering of nursing and support staff ensuring optimum use of nursing resources.
- ✓ Liaise with Bed Management in the absence of the Clinical Nurse Manager.

- ✓ To carry out such other duties appropriate to the office as may be assigned to him/her by the Chief Executive Officer, Director of Nursing, or other authorised officer.

#### **KPI's**

- ✓ The identification and development of Key Performance Indicators (KPIs) which are congruent with the Hospital's service plan targets.
- ✓ The development of Action Plans to address KPI targets.
- ✓ Driving and promoting a Performance Management culture.
- ✓ In conjunction with line manager assist in the development of a Performance Management system for your profession.
- ✓ The management and delivery of KPIs as a routine and core business objective.

#### **Risk Management, Infection Control, Hygiene Services and Health & Safety**

- ✓ The management of Risk, Infection Control, Hygiene Services and Health & Safety is the responsibility of everyone and will be achieved within a progressive, honest and open environment.
- ✓ The post holder must be familiar with the necessary education, training and support to enable them to meet this responsibility.
- ✓ The post holder has a duty to familiarise themselves with the relevant Organisational Policies, Procedures & Standards and attend training as appropriate in the following areas:
  - **Continuous Quality Improvement Initiatives**
  - **Document Control Information Management Systems**
  - **Risk Management Strategy and Policies**
  - **Hygiene Related Policies, Procedures and Standards**
  - **Decontamination Code of Practice**
  - **Infection Control Policies**
  - **Safety Statement, Health & Safety Policies and Fire Procedure**
  - **Data Protection and confidentiality Policies**
- ✓ The post holder is responsible for ensuring that they become familiar with the requirements stated within the Risk Management Strategy and that they comply with the Group's Risk Management Incident/Near miss reporting Policies and Procedures.
- ✓ The post holder is responsible for ensuring that they comply with hygiene services requirements in your area of responsibility. Hygiene Services incorporates environment and facilities, hand hygiene, catering, cleaning, the management of laundry, waste, sharps and equipment.
- ✓ The post holder must foster and support a quality improvement culture throughout your area of responsibility in relation to hygiene services.
- ✓ It is the post holders' specific responsibility for Quality & Risk Management, Hygiene Services and Health & Safety will be clarified to you in the induction process and by your line manager.

- ✓ The post holder must take reasonable care for his or her own actions and the effect that these may have upon the safety of others.
- ✓ The post holder must cooperate with management, attend Health & Safety related training and not undertake any task for which they have not been authorised and adequately trained.
- ✓ The post holder is required to bring to the attention of a responsible person any perceived shortcoming in our safety arrangements or any defects in work equipment.
- ✓ It is the post holder's responsibility to be aware of and comply with the HSE Health Care Records Management/Integrated Discharge Planning (HCRM / IDP) Code of Practice.

The above Role Profile is not intended to be a comprehensive list of all duties involved and consequently the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office. This Role profile will be subject to review in light of changing circumstances.

#### **GARDA CLEARANCE:**

Arrangements have been introduced, on a national level, for the provision of Garda Clearance in respect of candidates for employment in areas of the Health Services, where it is envisaged that potential employees would have substantial access to children or vulnerable individuals. Each candidate will be required to complete a Garda Clearance form.

#### **OTHER REQUIREMENTS SPECIFIC TO THE POST**

**The post holder may be required to perform other duties as appropriate to the post, which may be assigned to him/her from time to time, and to contribute to the development of the post while in office.**

**This job description will be subject to review in the light of changing circumstances.**

**It is not intended to be exhaustive but should be regarded as providing guidelines within which individuals work.**

**The duties and responsibilities detailed above reflect the present service requirements and may be subject to review and amendment to meet the changing needs of the service.**

Short listing may be carried out on the basis of information supplied in your Application Form. The criteria for short listing are based on the requirements of the post as outlined in the 'eligibility criteria' and 'skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that all experience is outlined in light of those requirements. **Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.**

**Please note this competition can be closed early in the event of large volume of applicants.**

