

REGISTERED NURSE / OPERATING DEPARTMENT PRACTITIONER

Candidate Pack



Job Summary

This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read. Our goal is to make the application process more accessible and inclusive for everyone.

- This role involves caring for patients and making sure they get the right treatment.
- You will help plan, give, and check care for a group of patients.
- You may lead a team during your shift and help train junior staff.
- You will work with other healthcare professionals to keep care standards high.
- You will keep clear records and share important information with patients and their families.
- You will take part in training, meetings, and help improve how things are done.

Job Description

Job title:	Registered Nurse / Operating Department Practitioner
Grade:	Band 5
Site:	The Royal Shrewsbury Hospital
Accountable to:	Ward/Department Manager
DBS required:	Enhanced

JOB OVERVIEW

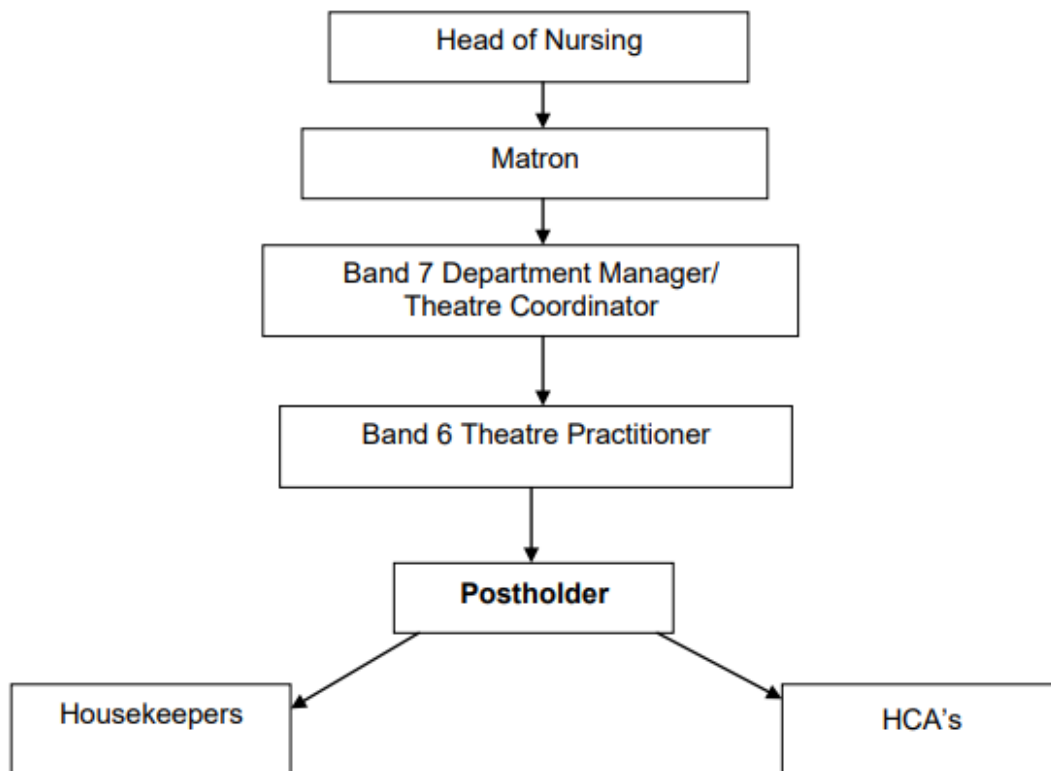
To be responsible for assessing individual patient care needs and developing, implementation and evaluating plans of care for a group of patients in accordance with agreed policies and professional guidelines.

To take charge of the ward/department for a span of duty, but will normally work under the supervision of senior staff.

To work flexibly to meet the needs of the service.

To participate in the on-call rota if post within theatres

Organisation Position



Management

1. To effectively manage own workload when caring for a group of patients, liaising with colleagues to ensure effective available resources.
2. Supervise and demonstrate basic aspects of care pertinent to patient need to junior staff HCA and student nurses and student ODPs.
3. When in charge of a span of duty deploy staff appropriately according to their skills and experience.
4. To adhere to systems that facilitate the appropriate admission and timely discharge of patients and support the delivery of the EDD process and Nurse led discharge.
5. To ensure that the patient's valuables and possessions are cared for in accordance with
6. Trust policy
7. To work effectively with all members of the multi professional team to ensure aspects of clinical care are maintained at a high standard.
8. To ensure Ward /department protocols, policies and guidelines are adhered to.
9. To ensure that cost effective personal clinical practice is maintained.
10. To ensure that they maintain high standards of cleanliness and tidiness in their designated area.

11. To support the ward/ department managers in the process of change

Patient Care

1. To deliver patient care in accordance with the NMC/HCPC Code of Conduct and Scope of Professional Practice; and Trust Policies and Procedures.
2. To participate as members of a multidisciplinary team in the assessment, planning, implementation and evaluation of individualised patient care. Demonstrating the ability to competently formulate and deliver care without direct supervision.
3. To ensure the use of approved manual handling techniques in delivery patient care using procedures taught by the manual handling team, including the safe use of mechanical and nonmechanical manual handling aids.
4. To assist in the review of clinical standards and practice within their clinical area, with particular attention paid to the drive for evidence-based practice.

Communication and Relationships

1. Report changes in a patient progress both verbally and in written form.
2. Ensure that accurate, legible and holistic nursing records according to NMC /or HCPC guidelines and unit guidance are maintained.
3. Improve and maintain good communication between all members of the team, ensuring appropriate referrals and liaison with relevant personnel
4. Where appropriate interpret and present clinical information to patients and their relatives, demonstrating highest levels of interpersonal and communication skills ensure that patients and their carers have sufficient relevant verbal and written information during the patient's stay.
5. To respond appropriately to sensitive information from patients and healthcare professionals in an appropriate manner, such as diagnoses, normal treatment plans and social circumstances, referring to senior staff for further support and advice.
6. Will actively attend and contribute towards departmental meetings.

Education, Professional Development and Training

1. To take every reasonable opportunity for maintaining, developing and acquiring competencies and skills for self-development. To participate in annual appraisal and PDP.
2. To participate in the supervision, and training of junior staff, student nurses, student ODPs

3. and Health Care Assistants, Trainee ATP's.
4. To help maintain a positive learning environment.
5. To act as a mentor to student nurses/ODPs.
6. To participate in formal / informal education programmes within the department. Assist with orientation programme for new members of the nursing/practitioner team.

Research and Audit

1. Actively keep up to date with research based changes, ensuring they adhere to all new protocols, policies and guidelines.
2. Participate in local ongoing audit and research projects as required by the Ward/ department manager

Use of information

1. To maintain and update Patient Administration System to support patient care.
2. To be conversant in the use of electronic communication systems, personal computer systems, normal office equipment

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> RGN, Paediatric Specialties RSCN, or Registered ODP. Appropriate level of verbal and written English language skills 	<ul style="list-style-type: none"> Teaching and Assessing Course
Experience	<ul style="list-style-type: none"> Awareness of relevant / current professional issues. Experience of working in an acute healthcare environment 	<ul style="list-style-type: none"> Previous experience as perioperative practitioner (nurse / ODP) Work experience within theatre

Knowledge and skills	<ul style="list-style-type: none"> • Communicate effectively • Ability to work within a multidisciplinary team setting • Good organisation skills; able to plan own work but also work effectively within a team • Ability to use a range of IT applications, e.g. Word, Outlook and web-based applications • Evidence of continuing professional development 	<ul style="list-style-type: none"> • Understanding of use of audit in a clinical setting • Ability to prioritise and make sound decisions, sometimes under pressure • Leadership skills • Awareness of relevant / current professional issues.
Other	<ul style="list-style-type: none"> • Awareness of professional and personal limitations. • Flexible and Adaptable in approach • Patient focused and demonstrates compassion • Self-motivated, proactive and resourceful • Acts as positive role model for others 	<ul style="list-style-type: none"> • Ability to work flexibly to provide 24-hour cover • Ability to work at all Trust sites • Participate in on call rota.

General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health and safety

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

Infection prevention and control (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

Information governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the

Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.

Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional standards and performance review

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

Safeguarding children and vulnerable adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trust's Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

Social responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous improvement

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH

continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

