

ARD AOIBHINN SERVICES

Qualifications and Particulars of Employment

Staff Nurse

Qualifications:

The successful candidate, on taking up the post of Staff Nurse must

- Be registered in the Intellectual Disability Division of the live Register of Nurses (NMBI) **or**
- be registered as R.P.N./R.G.N. have 1 years post qualification experience which should include working with people with Intellectual Disabilities.
- Have up to date knowledge of current thinking, practices and experience pertinent to people with intellectual disabilities.
- Have experience of working as a team member.

The purpose of the role is to work with service users to access social and recreational activities according to their wishes, and providing nursing supports as per the individual assessment care plans. The candidate will, in partnership with their colleagues deliver a person centred service to the service users of Ard Aoibhinn Service. The ideal candidate will have a strong commitment to the empowerment of people with disabilities and align their work to the principles of New Directions/HIQA-National Standards for Residential Services for Children and Adults with Disabilities Service and Supports for Adults with Disabilities.

Health:

The candidate must be free from any defect or disease, which would render him or her unsuitable for such employment and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

In order to be satisfied about this requirement, the Company require a prospective employee to undergo a medical examination by a qualified medical practitioner nominated by the Company.

Remuneration: Dependant on Experience

Salary Scale: Ard Aoibhinn Salary Scale

Hours of work:

Actual hours worked in the different areas will depend on the needs of the service users and the level of service determined by the Company.

Duties:

The general duties of the appointment are as described in the attached Job Description.

Candidates may be required to attend for interview and will be responsible for any expense incurred in so doing.

Candidates may be short listed for interview.

Pension:

The Company will participate jointly with the employees in a pension scheme, which shall be subjected to the approval of the Board.

Note of Canvassing:

Any attempt by candidates themselves or by any other persons to canvass or otherwise influence in candidates favour will automatically disqualify the candidate from the position they are seeking.

Job Description

Title: Staff Nurse

Reports to: Clinical Nurse Manager

Accountable to: Manager of Service and Board of Management

Responsible for: The staff nurse is responsible for the planning and implementation of a Person Centred service using evidence-based practice and will contribute to the design and further development in Day and Residential services in line with current trends and social policy.

Mission Statement:

Ard Aoibhinn strives to promote equality and independence by recognising and respecting the rights of all.

Through commitment and continuity from each individual in the service. The dignity and respect of everyone will be ensured to help develop their full potential in a non-discriminatory manner.

Duties:

The person appointed to the post should be flexible in their approach to service provision and should have the ability to work as a member of a team. He/she will be required to take an active part in ensuring that the day to day operations of the programme reflect the ethos and vision of Ard Aoibhinn Service and that the needs of the service users are being met by all co-workers therein. He/she will be required to uphold and respect the rights of each service user's individuality, personal autonomy and support them in achieving their individual human rights.

Duties and Responsibilities:

1. The staff nurse is responsible for the planning and implementation of Person Centre Plans using evidence-based practice and will contribute to the design and further development of Community Home/Day Service Programme in line with HIQA/New Direction standards.
2. To ensure confidentiality in all dealings in relation to the service users, staff and the organisation.
3. To implement key worker system.

4. To promote a positive culture and pleasant atmosphere for all service users and staff within the unit.
5. To foster, encourage and develop the social skills of each person, enabling them to participate in public facilities and engage in everyday life, promoting social integration.
6. To provide variety and individuality in each person's lifestyle. To develop, implement and evaluate suitable up to date training, leisure, social and personal options that meet their needs and goals.
7. Uphold and respect human, legal and constitutional rights of each service user recognising their individuality and equality and empowering them to grow thereby achieving the highest possible level of autonomy.
8. To assist, advise, and support where appropriate all aspects of social and educational training programmes.
9. To encourage and maintain good relationships between service users and their own families/carers.
10. Be responsible for the pastoral care role/spiritual care of each person
11. Ensure that all records and reports are clear, accurate and competent.
12. The staff nurse will be responsible for the leading of a team of care staff.
13. The Staff Nurse would be required to include the following in the everyday activities of the service users:
 - Cognitive Development
 - Communication
 - Gross and fine motor skills
 - Social Activities
 - Physiotherapy (under the direction of a physiotherapist)
 - Behaviour management plans
 - Social integration, including use of local community facilities
 - Implementation of dietary programmes
 - Work skills as appropriate
 - Relaxation Therapy
 - Health and Safety Awareness
 - Personal Hygiene
 - To ensure that all equipment in their work area is maintained and in good working order.
14. Ensuring effective communication is maintained among the team members.

15. To contribute to programmes, meetings, etc. which aim to educate and promote public awareness and commitment towards the needs of the service users.
16. Ensure that all prescribed medicines, drugs and treatments are administered to service users attending the service, that the required records are kept and updated. Storage and administration of drugs and medicines complies with Ard Aoibhinn medication Policy and NMBI Guidelines for Registered Nurses and Midwives on Medication Administration 2020.
17. Management of enteral feeding (nasogastric feeding and PEG feeding) as required.
18. Writing and implementing support plans including care plans and individual risk assessments.
19. The staff nurse will assist in the supervision and assessments of students on placements as per scope of Nursing and Midwifery Practice.
20. To ensure that high standards of work practice are maintained in their work area.
21. To ensure all guidance in relation to infection prevention and control are followed
22. Driving as per requirements

TRAINING AND DEVELOPMENT

- The person appointed will be expected to keep abreast of current developments in services for people with Special Needs (Primarily Intellectual, Physical Disabilities and or Autism) and to attend courses and training both internal and external, designated as appropriate by the Services.eg Person Centred Planning, etc.
- The person appointed will take responsibility for identifying their own training and development needs in conjunction with the line manager.
- The person appointed will be expected to attend mandatory training courses and achieve required standard.

WORKING RELATIONSHIPS:

- To develop and enhance good working relationship within the team.
- To develop a close working relationship and co-operate effectively with all members of the management team and the Multi-Disciplinary Teams.

- To liaise with Service Providers, G.P.'s, Liaison Nurses and any other professionals ensuring the provision of care.
- To work closely with the Day, Residential and Respite Services to ensure continuity of care for the service users.

COMMUNICATION

1. Attend and participate fully in regular staff meetings where all aspects of the group home's functioning are discussed with a view to maintaining high standards, open communication among staff and good levels of staff morale.
2. Participate in the monitoring and recording of the progress of each service user in line with agreed procedures.
3. To communicate effectively with line manager as required.
4. Co-operate and develop effective working relationships with:
 - Service users and their families.
 - All other staff involved in the provision of both residential and day services.
 - Members of the multidisciplinary team.
 - Visitors, volunteers and other such personnel who visit the home.

FINANCIAL

- Be responsible for ensuring that all monies are accountable as per policy of Ard Aoibhinn service.
- Ensuring that all due economy is exercised in all areas.

HEALTH AND SAFETY:

The Company is committed to ensuring the Health and Safety at work of its employees and service users as outlined in the Health, Safety and Welfare Act 2005. Employees must be familiar with and observe safe work-practices, as outlined in the Health & Safety Statement of the company, particularly those, which apply in their allocated section.

Employees are expected, without prejudice to their personal rights, to take reasonable precautions against contracting and disseminating infectious diseases.

- Staff must be aware of fire regulations and emergency procedures and be involved in implementation of same.

- All accidents/Incidents must be reported to appropriate person and documented accordingly.
- In accordance with the Safety, Health and Welfare Act 2005 all staff must be familiar and comply with safety regulations.

The role of the staff nurse will not be limited by the above outline, it would be expected in the normal course of events that the role will evolve as professional and service demands change.

FLEXIBILITY:

As the duties and responsibilities of any post in the service are likely to change the staff are expected to give a high level of flexibility, willingness and an ability to develop new approaches to their work as the service users needs change and to participate in initiatives which will improve quality of all aspects of their service. Employees will be required to carry out duties appropriate to their employment or as assigned to him/her from time to time.

CONFIDENTIALITY:

Employees may, in the course of their employment, have access to records or become aware of information about the medical or personal affairs of the service users, staff, the services we provide or the company. Such records and information are strictly confidential and may not be divulged to or discussed with any person outside the normal performance of duty, except on the written instructions of the Board.

Records must never be left in such a way that unauthorised persons can obtain access to them and must be kept in safe custody when required no longer.

PERSON SPECIFICATION

Post:	Staff Nurse
Location:	Ard Aoibhinn Services
Date:	

Factors	Essential	Desirable
Qualifications And Experience	<p>Be registered in the Intellectual Disability Division of the live Register of Nurses.</p> <p>Or</p> <p>Be registered as R.P.N./R.G.N. with at least 1 years' experience (post registration) which should include working with people with Intellectual Disabilities.</p> <p>And</p> <p>Experience of working in day/residential service.</p>	<p>Post Graduate Qualification</p> <p>Specific course relevant to service</p> <p>Some Experience in Supervisory Capacity</p>
Knowledge	<p>Knowledge of Ard Aoibhinn Services and Mission Statement</p> <p>Awareness of current trends, best practice and ongoing developments in this area e.g. Person Centred Framework, Care Plan/Assessments, New Directions/HIQA -National Standards for Residential Services for Children and Adults with Disabilities, Trust in Care, Value for Money and Congregated Settings Report. Safeguarding vulnerable persons at risk of Abuse 2014</p> <p>A knowledge of relevant Acts and Legislation e.g., Health & Safety Act 2005, Disability Act 2005, Childcare Act. Children's First, Health Act 2007, Assisted Decision Making Act 2015.</p> <p>Good understanding of the importance of the social and recreational needs of the service user.</p>	<p>Training in non violent physical crisis intervention</p> <p>Knowledge of advocacy</p> <p>Knowledge of person centred planning</p>

	<p>The abilities to devise implement and evaluate programmes.</p> <p>Knowledge and understanding of social model of care.</p> <p>Knowledge of people who present with challenging behaviour and positive behaviour supports.</p>	
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Factors	Essential	Desirable
Competencies /Skills	<p>Leadership skills.</p> <p>Good interpersonal skills.</p> <p>Organisational skills.</p> <p>Ability to communicate clearly, competently and professionally.</p> <p>Ability to complete clear accurate reports and daily records.</p> <p>Ability to develop good working relationships with a range of individuals i.e. staff members, multi-disciplinary teams, other professionals and families</p> <p>Good time management and delegation skills.</p>	Focus on quality of care
Attributes	<p>Holistic approach to provision of services i.e. physical, psychological, emotional, social, educational and spiritual care.</p> <p>Flexibility and adaptable to change, change management and motivational management knowledge.</p> <p>Ongoing commitment to professional and personal development.</p> <p>Willingness to take responsibility when necessary</p> <p>Garda Clearance and health check.</p> <p>Full Driving licence.</p>	