

Hertfordshire County Council

Job Outline



JOB TITLE: Community Learning Disability Nurse
GRADE: Band 5
REPORTS TO: Senior Community Learning Disability Nurse
TEAM: Local Teams, CLDT
DEPARTMENT: Adult Care Services

Purpose of the Job

The Locality teams offer an integrated specialist health and social care service to people with a learning disability, living in the community. You will take an active role in the day to day service delivery of the Transition Team and ensure that an assessment and care management service is effectively delivered to the community/locality in line with necessary targeted timescales for assessment and provision of health and social care services. You will actively take part in duty rota systems and team business and referral meetings.

Main Areas of Responsibility

To fulfil the 10 key roles of the learning disability nurse

To work as part of a Multi-Disciplinary Team (MDT), offering community nursing service to people with a learning disability and their carers, within the demographic area

To work closely with nurses and other professionals to ensure that the implementation of Valuing People meets the necessary targets

Clinical

To carry a caseload and operate as an allocated nurse to service users referred to the learning disability nursing service

To undertake initial health assessments if new nursing referrals are identified in the integrated referral process

To establish an appropriate specialist course of responsibilities/actions through individual care plans for service users, (e.g. mental health, epilepsy etc)

To adhere to Care Programme Approach (CPA) policy and to act as a CPA care coordinator as appropriate to the individual service users' needs

To carry out joint assessments with other MDT members

To give clinical and up to date advice to service users and carers regarding medication, and to liaise with pharmacy according to the individuals needs and abilities

To participate in the project work of the team as necessary (e.g. special interest groups, seminars)

To liaise with wards and departments within the acute hospitals, as appropriate, supporting the promotion of inclusion into other services, via a health facilitation role

To undertake detailed Health Improvement Assessments (HIMPs), identifying health needs and promoting/facilitating access to GP practices

To liaise with Primary Care Trusts (PCTs), educating and promoting the needs of individuals with learning disabilities.

Leadership

To support unqualified nursing staff in their continuing professional development

To provide professional advice and support to the unqualified nursing staff, in consultation with the Band 6 community nurse

Practice Development

To maintain an up to date knowledge of causation, treatment and care, and professional developments by reading, publications and attending appropriate training, and to exchange this knowledge with other members of the team

To participate in quality improvements, audit and benchmarking

To support the implementation of clinical standards and new practices

To work with the MDT to ensure best practice

To increase knowledge and research, and maintain a questioning and analytical approach to care

To participate in Practice Governance work

To share practice issues and lessons learnt with nursing staff and other team members

Patient and User Involvement

To provide advice and support to service users, families and carers

To promote the involvement of service users and carers in all aspects of their care

Managing Risk

To participate in effective risk management systems within the clinical areas

To work within the framework of health and safety and of infection control

Education and Training

To assist in facilitating student nurse placements within the Transition team

To assist in facilitating the learning of skills to service users, carers and professionals on an individual or group basis, as appropriate

To participating in the teaching of student nurses and others as necessary

To highlight the training needs unqualified nursing staff, via clinical supervision/ support

To assist in promoting an environment that is conducive to learners (be it academic, research or from practice)

To assist in supporting an induction programme for new unqualified nursing staff

Research and Audit

To participate in identifying areas where nursing research might usefully take place to improve care

To participate in acting as a resource in the development of evidence based practice

Personal and Professional Responsibilities

To have knowledge of, and work within the framework of all policies and procedures used by the Transition Team

To comply with the NMC Professional Code of Conduct, relevant legislation, procedures and policies

To maintain an up to date knowledge of all current clinical trends

To maintain a personal and professional practice in line with PREP

To maintain appropriate records and write reports in relation to clinical work

To participate in regular clinical support - both individually and as a group

To maintain skills and knowledge by actively participating in all mandatory training and professional development opportunities

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Standards of Business Conduct & Conflict of Interest

The Trust has adopted a Standard of Conduct Policy, which reflects NHS management executive guidelines. It is the responsibility of staff to ensure that they do not abuse their official position for personal gain or seek to advantage or private business or other interests in the course of their official duties

Confidentiality

All matters relating to patients health and personal affairs and matters of commercial interest to ACS and HPFT are strictly confidential and under no circumstances is such information to be divulged to any unauthorised person. Disciplinary action, including dismissal will be taken against any employee contravening this regulation

All staff are expected to respect the requirements under the Data Protection Act 1984, and its subsequent amendments

Training and Development

ACS is committed to identification of training needs throughout a system of appraisal and in-house training in line with organisational statutory and personal development needs

Professional Registration

It is a condition of employment that you maintain your registration with the appropriate body

You are required to be aware of and comply with the policy and requirement of that professional body. It is your responsibility to ensure that your registration is renewed when necessary and that you formally confirm all renewals with your manager

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Criminal Background Check

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment. In addition, you consent to allow the Council to retain a copy of the disclosure certificate within your personal file.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Diversity and Inclusion

Hertfordshire County Council is committed to making inclusion part of our DNA, both as a large employer of people and as a provider and commissioner of services.

We strive to positively promote diversity and inclusion across the delivery of services and within our workforce. We want everyone at work, regardless of their background, identity or circumstances to have a sense of belonging to the organisation. We want all employees to feel valued, accepted and supported to succeed at work and reach their full potential. Our Diversity and Inclusion Strategy is available on the internal intranet or from your line manager.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Additional Information: Code of Practice on the English Language Requirements for Public Sector Workers

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format.

Person Specification

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

You will be expected to address each point separately and in the order listed.

If you do not complete a full supporting statement in the requested format, your application may be rejected.

- Ability to undertake assessments and draw up care plans with young service users and their carers, identifying health care needs for adults with learning disabilities.
- Organisational skills and your ability to work effectively within a management structure.
- Ability to record information accurately using various IT packages and in accordance with statutory and organisational requirements and any use of technology in work with clients or groups.

- Ability to work as a team member within professional boundaries.
- Professional experience working collaboratively with others to provide effective support to your clients.
- Knowledge of legislation and good practice guidance relevant to providing community nursing for people with a learning disability.