



**St Oswald's
Hospice**

*Quality time
for everyone*

JOB DESCRIPTION

JOB TITLE: Staff Nurse

DEPARTMENT: Focus on Living Centre

REPORTS TO: Sister, Focus on Living Centre

RESPONSIBLE FOR: Management and coordination of a caseload of patients receiving support within the Focus on Living Virtual/Day Ward and wider Focus on Living services.

Hours - 18hours (Tuesday, Wednesday, Thursday) fixed term contract for 2 years.

The Role

To provide exceptional nursing care and support to patients with progressive life-limiting conditions within the Focus on Living Centre. Working autonomously and as part of a multidisciplinary team, the Staff Nurse will play a key role in the assessment, coordination and delivery of care within the Focus on Living Virtual/Day Ward, supporting patients with complex palliative and supportive care needs to remain safely at home where appropriate.

With a commitment to holistic care, the role includes the management of a caseload of patients, supporting advanced care planning and therapeutic interventions, ensuring patients and their families receive comprehensive, empathetic, and person-centred care.

Main Outcomes/Responsibilities

You will be responsible for delivering the following outcomes, with the direct supervision and support of the Sister, Focus on Living.

Leadership and Management

Outcome:

- Foster a collaborative and positive working environment.
- Lead by example to support a cohesive and dedicated team of nurses, healthcare professionals, therapeutic practitioners and Complementary therapists.



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- Participate in patient admission, review and discharge processes within the Virtual/Day Ward, ensuring appropriate escalation and transition of care.
- Promote a culture of compassion, respect, and high standards in patient care.
- Act as the nurse in charge in the absence of the Sister, ensuring the safe and effective operation of the Focus on Living Centre and Virtual/Day Ward

Outcome:

- Ensure smooth efficient running of the Focus on Living Centre.
- Coordinate and oversee daily activities, maintaining efficient and effective service delivery.
- Support the Sister in managing clinical and operational functions.

Comprehensive Patient Care

- **Outcome:** Deliver individualised and holistic patient care.
 - Manage a designated caseload of patients, acting as a key contact and care coordinator to ensure timely assessment, review and intervention.
 - Monitor patients within the Virtual/Day Ward, recognising deterioration and escalating concerns appropriately.
 - Coordinate care with hospice, primary care, community and acute healthcare professionals to ensure effective communication, continuity of care and timely intervention.
 - Ensure accurate and safe administration of infusions, transfusions, and other day case interventions.
 - Deliver care, assessments and support through a range of methods including face-to-face (onsite and patients own home/care setting), telephone and virtual platforms.
 - Support patients to achieve their personal goals through a rehabilitative, wellbeing-focused approach, working collaboratively with therapeutic practitioners and volunteers.
- **Outcome:** Provide compassionate and empowering support to patients and families.



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- Offer emotional and practical support to help navigate the challenges of serious illness.
- Educate and provide resources to patients and families, enabling informed care decisions.
- Maintain a comforting and dignified environment, ensuring respect and empathy for all individuals.

Advanced Care Planning and Therapeutic Interventions

- **Outcome:** Facilitate informed decision-making and advanced care planning.
 - Lead discussions on advanced care planning, respecting patient and family wishes.
 - Implement best practices in palliative care to provide effective therapeutic interventions.
 - Maintain detailed and accurate documentation of care plans and advanced care decisions.

Team Collaboration and Education

- **Outcome:** Ensure integrated and coordinated care through multidisciplinary collaboration.
 - Work collaboratively with the multidisciplinary team to deliver cohesive patient care.
 - Work collaboratively across the clinical services to educate and train staff to gain the knowledge, skills and confidence in the delivery of transfusions.
 - Mentor and support junior staff and members of the therapeutic team, fostering professional growth and continuous learning.
 - Educate patients, families, and staff to promote understanding and best practices in palliative care.

Continuous Improvement and Professional Development

- **Outcome:** Enhance clinical skills and knowledge through ongoing professional development.



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- Engage in continuous learning to stay current with advancements in palliative and hospice care.
- Contribute to the ongoing development and evaluation of the Focus on Living Virtual/Day Ward and associated wellbeing services.
- Participate in quality improvement initiatives, research, and audits to improve service delivery.
- Take part in appraisal and development meetings to identify growth areas and enhance professional skills.

Risk Management including Health & Safety

We take the safety of our staff, volunteers, patients and their families seriously and we have a full suite of Health and Safety procedures and training that we'll ask you to sign up to and we will expect you to complete all our essential health and safety training

Team Working and Conduct

Teamwork is core to the role and you will work as a positive team member.

Our Respect at Work Policy, Values and People charter help to guide everyone in how we live this day to day.

Confidentiality

You will have access to confidential information and so it's important that you maintain the highest level of confidentiality for members of the public, staff and volunteers in accordance with St Oswald's policies and GDPR legislation at all times.

New Tasks

This profile provides an overview of the most important parts of the job however all jobs change over time and so we may ask you from time to time to carry out new tasks. These will fit with the remit of your role and your manager will guide and direct you.

RISK ASSESSMENT

The clinical hospice based Role Risk Assessment has been assessed as complete for this role.



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DISCLOSURE / LEVEL

Enhanced DBS with Adult barred list check is required

About you – the Person Specification / Competencies

Qualifications, Training, and Education

Essential

- Registered General Nurse (RGN) or equivalent qualification
- Blood Transfusion Cascade Trainer or willing to become a trainer

Desirable

- Diploma or certification in palliative care or related field
- Teaching or mentoring qualification

Experience

Essential

- Minimum 2 years post-registration experience including palliative care or similar setting.
- Experience managing patients with complex clinical needs.
- Experience of multidisciplinary working.

Desirable

- Experience of care coordination or case management.
- Experience of community, hospice day service or ambulatory care settings.
- Experience of telephone or virtual consultations.

Skills, Aptitudes, and Abilities

Essential

- Excellent verbal and written communication skills, demonstrating empathy and clarity.
- Ability to work autonomously, manage a caseload effectively, make informed decisions and appropriately escalate complex clinical or operational issues.
- Ability to assess, prioritise and manage patients with complex palliative and supportive care needs.
- Excellent interpersonal skills with the ability to develop effective working relationships with patients, families, colleagues and multidisciplinary partners to support coordinated care.
- Strong clinical assessment and decision-making skills, including holistic assessment, advance care planning and the safe administration of treatments and medications.
- Ability to provide clinical leadership and coordinate the day-to-day running of the service in the absence of the Sister.
- Emotional resilience and the ability to support patients and families facing serious illness.



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- Excellent organisational and time management skills.
- Must be a car driver with a valid driving licence with access to a car with appropriate business insurance in order to travel to meet the needs of the service.

Desirable

- Competent in venepuncture and cannulation

Personal Attributes

Essential

- Demonstrates St Oswald's values: Safe and Supportive, Positive and can Do, Authentic and Accountable, caring and Compassionate, Excellence and innovation (SPACE) .
- Commitment to continuous learning and professional development
- Ability to work under pressure while maintaining a calm and professional demeanour
- Dedicated to providing high-quality, patient-centred care

Knowledge

Essential

- Confident in the use of digital technologies to support virtual patient care and multidisciplinary working.
- Understanding of advance care planning and palliative care pathways.
- Understanding of rehabilitation, self-management and wellbeing approaches within palliative care.

Working Arrangements

Essential

- Able to work flexibly within Hospice Day Services depending on the needs of the service and undertake home visits as necessary

Date: 23rd October 2024