

JOB DESCRIPTION

Job Details	
Job Title:	<i>Student Nurse Associate leading to band 4 Dementia support worker</i>
Band:	<i>The AfC band 3/band 4 depending on experience.</i>
Department:	<i>Admiral Nurse Team</i>
Directorate:	<i>Patient & Family Services</i>
Reporting to:	<i>Esther Mackillican</i>
Location	<i>Based at Winsley but will be working alongside community teams, including external and internal teams.</i>

Job Summary / Main Purpose:

This is a training role that will lead you to becoming a Nursing Associate specialising in Dementia care.

1. This post has been developed to support the Admiral Nurse Service to provide relationship-centred dementia care to families with complex needs.
2. Provide a responsive, personalised information, signposting and support service to people living with a diagnosis of dementia, their carers and family in order to help them to navigate and access appropriate services in the right place at the right time.
3. Support the interface between mainstream general hospital services, community health and social care services and other services across the dementia pathway.
4. Work collaboratively with healthcare and multi-agency colleagues, supporting the work of the three Admiral Nurses and Admiral Nurse Clinical Lead across the county.

Principal Duties and Responsibilities

Clinical & service delivery

- To join up, and bridge the gap between, acute and community care areas to enable better communications and access to health and social care for families affected by dementia with complex needs.

- To provide relationship-centred care for the person living with dementia and their carers/family, as determined by the Admiral Nurse Clinical Lead and clinical teams within Dorothy House.
- To assist families affected by dementia to acquire skills and competencies in individual and group situations to understand and cope with challenges and difficulties they may face.
- To actively promote the Admiral Nurse Service to people with dementia, families and carers and other professionals.
- To contribute to the development of healthcare information and resources in accessible formats for service users and their families / carers.
- Liaise with health and social care and voluntary services to achieve joined-up care for families.
- Maintain professional boundaries and working relationships with patients, carers/families and colleagues.

Management and leadership

- To be able to support others in developing their knowledge in Dementia care.
- Supporting care homes and residential services in providing care.
- To act as a role model within Dementia care and be able to represent Dorothy House.
- To contribute and/or assist in the delivery of educational sessions to all staff groups liaising with other agencies and users in order to gain their participation in the educational delivery.

Professional

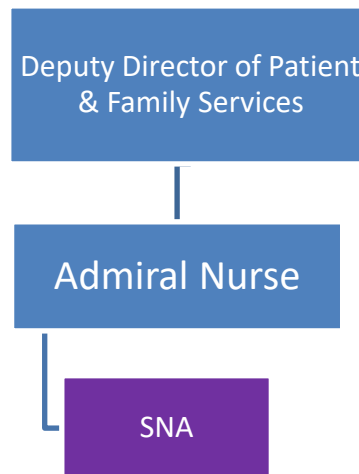
- To engage in receiving regular Group Clinical Supervision by attending at least 8 supervision sessions per year.
- To participate in an annual PDR and development plan.
- To maintain professional competencies and skills required for the role.
- To work within the Dorothy House policies and procedures.
- To support and contribute to any service improvement plans as the Dementia Care service develops.
- To take responsibility for own personal development and education and identify professional development needs with the Team Leader or Service Manager of the Hospice at Home Team.
- To attend the required study days at the university, committing, with support to achieving the necessary academic requirements as part of the developmental aspect of the role.

Administration

- Where appropriate utilise the available electronic patient records and effectively input and retrieve information as required.
- Collect/record data accurately in accordance with Dorothy House guidelines, policies and standard requirements.
- Support the Admiral Nurse Team in preparing for Education and Teaching.

- Be able to triage referrals and communicate with stakeholders via the telephone, including internal and external health care professionals and family and patients.

Structure Chart



Contacts

- Patient and carers
- All members of the Dorothy House multi-disciplinary team.
- All health and social care colleagues including primary care
- Regional colleagues including co-ordinators of other carer services.
 - Dorothy House Education Department colleagues.

Special Note

This job description does not form a part of the contract of employment but indicates how that contract should be performed. The job description will be subject to amendment in the light of experience and in consultation with the post holder.

No Smoking Policy

Dorothy House operates a No Smoking Policy for all staff, volunteers and visitors in relation to promoting health. It applies to the Hospice premises and grounds at Winsley, all Dorothy House shops and when staff are on duty in patients' homes.

Confidentiality

All of the work relating to patients, carers, donors, staff and volunteers and any other information gained are of a confidential nature and must not be communicated to other persons except in the course of duty.

Safeguarding

Dorothy House is committed to promoting the wellbeing of all adults and children who use our services, ensuring that they live a life that is free from harm, abuse and neglect. We work in an open and transparent way and encourage staff, volunteers, patients and families to raise any safeguarding concerns. All staff should ensure that they are aware of their responsibilities and attend the mandatory training as required.

Health and Safety at Work Act

It is the responsibility of all employees to ensure that the requirements of the Health and Safety at Work Act are complied with safe working practices are adhered to and that hazards are observed and reported to the appropriate office.

Person Specification –

Criteria	Essential	Desirable
A good standard of Math and English literacy.	X	
Level 5 equivalent qualification in a Health and Social care related subject. (Nursing Associates are required to have a Nursing Associate qualification and current registration with the NMC)	X	
Knowledge and understanding of Dementia care and supporting carers	X	
Recent End of Life and/or Palliative care experience	X	
Willingness to study at the local university to achieve the Nursing Associate qualification	X	
UK Driving Licence with access to a vehicle*	X	
Experience working within the Community		X

*Essential to support the ability to deliver patient services across a geographical patch. In many cases both outside of public transport hours and at locations that are inaccessible by public transport.