

Matched Job Report

Job Title	Health Care Support Worker (Wards) Core JD
Job ID	RR6/2019/0257
Score	213
Band	Band 2
Status	Band Matched
Matched To	Clinical Support Worker

Job Statement

The post holder will work as part of a team of ward based nursing staff and will be required to carry out a range of assigned tasks involving direct and non-direct care for the benefit of the patient, and will be in support of and supervised by a Registered Nurse.

This post is of an evolving nature and the job description is based upon a flexible core competency framework that will enable the post holder to develop their role. This role is linked clearly to minimum training requirements providing competency to practice.

Following the completion of training and achievement of core competencies they will be expected to deliver a range of basic nursing duties to patients, ensuring that privacy, dignity and respect are maintained at all times.

The post holder will be required to carry out a range of assigned tasks, participating in the delivery of basic nursing duties under the supervision of a registered nurse. This will be following a period of training and the completion of core competencies.

1. Communication & Relationship Skills

National Profile	3a	Profile	3
Factor Status	Matched	Score	21

Relevant Job Information

Communicate on a daily basis with patients and relatives, ward staff and ward visitors, ensuring this is delivered in a polite and courteous manner. Communicate effectively with patients, negotiate care using tact and persuasive skills, and overcome any barriers to understanding, e.g. blind or deaf patients, those with speech difficulties.

Use effective communication skills within the ward/department and with all members of the team, patients, relatives and personnel from other departments. Be expected to attend and participate in ward meetings.

2. Knowledge, Training & Experience

National Profile	2	Profile	2
Factor Status	Matched	Score	36

Relevant Job Information

No formal qualification required

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On the job training will be provided.

Good level of general education

Have an understanding of the requirements of the role

Experience of working as part of a team.

3. Analytical & Judgemental Skills

National Profile	2	Profile	2
Factor Status	Matched	Score	15

Relevant Job Information

Be alert to recognise any change in patients' observations or condition, and act promptly in informing a trained member of staff.

Be aware of the principles for pressure sore prevention and the need to report any changes in a patients' skin condition.

Be able to correctly use pressure-relieving equipment to prevent and minimize the adverse effects of pressure

4. Planning & Organisational Skills

National Profile	1	Profile	1
Factor Status	Matched	Score	6

Relevant Job Information

Will be required to organise own workload throughout the shift, discussing any problems with a trained nurse.

5. Physical Skills

National Profile	2	Profile	2
Factor Status	Matched	Score	15

Relevant Job Information

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Under the direction of a registered nurse performs minor aseptic techniques, e.g. removal of venous cannulae, simple dry dressings and urinary catheter care.

Will be required to manoeuvre patients on wheelchairs; move and transfer patients using manual handling aids as required

6. Patient / Client Care

National Profile	3(a)	Profile	4
Factor Status	Variation	Score	22

Relevant Job Information

Promote equality for all individuals, to include promoting anti-discriminatory practice supporting individual rights and choice within service delivery. Assist in the movement and transfer of patients, using manual handling aids as appropriate to maximize the safety of staff and patients, in accordance with the patient's individual care plan.

Enable patients to meet their personal and oral hygiene needs according to their individual preferences and clinical need, ensuring patient's comfort, dignity and privacy at all times.

Recognise and report any change in the patient's condition to a trained member of staff. Enable patients to safely access and use toilet facilities. Participates in the collection of specimens, and disposes of body waste, as per HB procedures and guidelines.

Escort patients to different departments and hospitals. Arrange portering staff to transport patients to different departments. Enable patients to eat and drink to meet their individual and clinical needs, ensuring that recommendations made by the dietician/SALT are adhered to. Participate in food monitoring and complete documentation accurately.

Understand and practice a range of routine procedures, which require a basic level of knowledge, e.g. recording and documenting patient's observations, sample collection, aseptic technique and the principles of infection control. Assist others in the care of patients with terminal illness, confusion, dementia and those requiring 1:1 nursing supervision, maintaining dignity and respect at all times, minimizing the negatives effects of disruptive or abusive behaviour.

7. Policy & Service

National Profile	1	Profile	1
Factor Status	Matched	Score	5

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Relevant Job Information

The post holder will be required to adhere to HB policies and guidelines at all times.

8. Financial & Physical

National Profile	1-2abc	Profile	2
Factor Status	Matched	Score	12

Relevant Job Information

Assist in the reception and care of patients and relatives, ensure that patients property and valuables are dealt with as per HB policy and maintaining confidentiality of information. Be aware of the efficient use of all resources available to them during the course of their duty. Identify equipment not in good working order, reporting any faults to the Ward Manager/Senior Nurse and the Estates Department.

Maintain stock levels and, following a period of training, under the supervision of a Registered Nurse, undertake the ordering of disposable stores and basis stock control procedures to ensure stock rotation and adequate stock levels.

9. Human Resources

National Profile	1	Profile	1
Factor Status	Matched	Score	5

Relevant Job Information

Be able to demonstrate own duties to new or less experienced members of the team.

10. Information Resources

National Profile	1	Profile	1
Factor Status	Matched	Score	4

Relevant Job Information

Maintain, store and retrieve accurate records using manual and computerized systems, as appropriate to the ward area.

11. Research & Development

National Profile	1	Profile	1
Factor Status	Matched	Score	5

Relevant Job Information

Participate in any audit as required in relation to ward activities as directed by a registered nurse.

12. Freedom To Act

National Profile	1-2	Profile	2
Factor Status	Matched	Score	12

Relevant Job Information

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Undertake basic nursing duties, under the supervision of a Registered Nurse, following a period of training and on completion of core competencies.

The post holder will be required to carry out a range of assigned tasks, participating in the delivery of basic nursing duties under the supervision of a registered nurse.

This will be following a period of training and the completion of core competencies.

13. Physical Effort

National Profile	3c-4bc	Profile	3
Factor Status	Matched	Score	12

Relevant Job Information

The post holder will be required during the span of your duty to undertake moderate physical effort for several varying periods of time, involving the movement of patients utilising manual handling aids as appropriate. Daily - Varies

14. Mental Effort

National Profile	2a	Profile	2
Factor Status	Matched	Score	7

Relevant Job Information

The post holder will be expected to undertake duties when work patterns are mostly predictable. Daily - Varies

15. Emotional Effort

National Profile	2a-3a	Profile	3
Factor Status	Matched	Score	18

Relevant Job Information

The post holder will regularly be exposed to distressing situations, e.g. emergency situations, death of a patient Few times per week on average - Varies

16. Working Conditions

National Profile	3b-4b	Profile	4
Factor Status	Matched	Score	18

Relevant Job Information

Health and Safety requirements will be an integral part of the role, as there will be frequent exposure to infections, body fluids and blood. Daily - Varies