



RGN

Reporting to: Home Manager

Job purpose:

To provide a high standard of resident care, and support/teaching of care staff and learners. You are to assist in the evaluation of the methods relating to reaching the objectives of the Nursing Home and adjust such methods as necessary.

Summary:

The post holder will be responsible for the day to day control of the Nursing/Care teams, providing the necessary leadership to maintain high standards of care, safety discipline and morale in the Nursing Home. The aim is to provide the nursing care to meet the individual resident requirement by assessment, problem identification, planning and evaluation, and to create a relaxed and homely environment which maximises the individuals' opportunities.

Main Responsibilities:

- Supervising the professional work of other nursing/care staff and actively participating in the delivery of nursing care to ensure the highest possible standards are maintained.
- Communication and co-operating with members of the Multidisciplinary team regarding care and treatment of residents and ensuring instructions are carried out.
- Keeping the Home Manager informed of changes and reporting specific matters of importance relating to the prescribing, storage and administration of medicines.
- Ensuring that the resident care is organised on the basis of individualised assessment, problem identification, objective setting, care planning and evaluation, instructing and supervising staff in this responsibility.
- Keeping up to date with new techniques, procedures and equipment and encouraging staff to do likewise.
- Ensuring that all reasonable precautions are taken to ensure the safety and welfare of residents, staff and visitors in the Nursing Home and ensuring the policy regarding accidents is implemented.

- Exercising leadership at all times to ensure confidence and high morale amongst nursing/care staff.
- Ensuring that a correct standard of communication is provided for residents and encouraging relatives to maintain contact and offer assistance to each party when necessary.
- Organising the admission, discharge or transfer of residents and ensuring that policies relating to the safe custody of residents are adhered to.
- Arranging staff allocation each shift to ensure the best possible deployment of staff to maintain the highest standards of care.
- Requisitioning and controlling supplies of stores, dressings etc and practising and encouraging economy in their use.
- Maintaining equipment in good condition and reporting any loss or damage to the Home Manager.
- Reporting of all accidents to residents, staff and visitors and completing accident forms as appropriate.
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- Maintaining resident files, records as required.
- Exercising leadership in the Nursing Home to achieve high morale.
- Introducing new staff as necessary, giving all possible help and guidance.
- Ensuring the best possible rapport with medical staff and all other disciplinaries.
- Keep the Home Manager informed of all problems relating to the nursing/care service.
- Attending meetings with staff to ensure good communications.