

# JOB DESCRIPTION



<b>Job title:</b>	Palliative Care RN
<b>Department:</b>	In-patient Unit
<b>Responsible to:</b>	Deputy Ward Lead
<b>Grade:</b>	SMH Band 5

## Job Purpose

Utilise highly competent nursing skills to provide expert care of patients and their families and carers.

The post holder is expected to carry out all relevant forms of care without direct supervision and to supervise, where necessary, more junior nursing staff.

The post will involve day, night, and weekend shifts.

## Main Duties and Responsibilities

### Clinical

Assess, plan and provide skilled, high quality, evidence-based nursing care for patients with palliative care needs, including the terminal phase, and support the family prior to and immediately after death.

Anticipate and respond to changing patient needs whilst maintaining their independence, privacy and dignity.

Critically assess clinical situations, interpret information, prioritise needs and plan appropriate care.

Work with all disciplines involved in the total care of patients and their families, integrating physical, psychological, social and spiritual needs.

Explore emotional issues including the insight of the patient and family regarding diagnosis, prognosis and preferred place of care and death.

Ensure the safe delivery, storage, administration, and documentation of drugs in accordance with the St. Michael's Hospice Medicines Management Policy and the NMC Code.

Complete accurate and timely documentation relating to patient care and help to develop and improve nursing documentation within the team.

Assess the information required by the patient and family/carers. Produce and use appropriate formats to ensure optimum understanding of identified holistic care needs.

Enable the patient and family/carers to participate in the planning of care, where appropriate. Assist with teaching and provide support in preparation for all palliative care treatment needs.

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Support and respond to the needs of the Multi-Disciplinary Team by imparting knowledge of the treatment and nursing care for patients.

## **Learning and Development**

Maintain awareness of current medical advances and research and use educational opportunities to achieve the highest standards of specialist palliative care.

Participate in creating and supporting a positive learning environment for student nurses, other qualified staff and support workers and assist in the assessment of their competencies.

Proactively participate in your Continued Professional Development (CPD) and ensure that a professional portfolio is kept and updated in accordance with NMC recommendations.

Participate in educational programmes and specifically attend teaching identified to meet your development aims and objectives.

Positively commit to annual staff appraisals and regular performance / competencies reviews to ensure personal professional development.

Engage in reflective practice and assessment of professional competencies.

Undertake all statutory and mandatory training, as required.

## **Management and Leadership**

Maintain a skilled nursing presence to facilitate a team approach for nursing interventions and Multi-Disciplinary Team working.

Promote professional standards of behaviour and ensure all staff are aware of their personal accountability and responsibilities.

Act as a mentor, provide support and encourage a learning environment to new and junior staff and student nurses.

Follow all St. Michael's Hospice policies and procedures and collaborate with the Multi-Disciplinary Team to ensure that these are followed and always observed.

Work closely with the multidisciplinary team to ensure that the highest clinical standards of care are achieved.

Participate in audits as directed.

Promote a safe clinical environment for all patients, visitors, and staff.

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## **Professional**

Work to maintain the values, vision and aims of St. Michael's Hospice.

Ensure personal registration with the Nursing and Midwifery Council (NMC) is maintained and up to date.

Follow and observe the NMC Code of Professional Conduct and Scope of Professional Practice.

Be responsible for developing self-awareness through reflective practice, demonstrating a commitment to disseminating information and sharing experiences.

Contribute to a climate where team members openly discuss and challenge standards of individual practice and where decision making can be ratified as a team.

Take responsibility for day-to-day monitoring of risks, incidents, accidents, and near misses in order to minimise risk to patients, families, carers, visitors and staff.

Practice and promote patient confidentiality at all times.

Demonstrate efficient time management and a flexible attitude to working patterns.

Work flexibly to provide a 24-hour, 7 day a week service for patients.

Work within the limits of your own competency and responsibility and refer areas that are outside of your competency to the nurse in charge.

Treat everyone with respect and dignity.

## **Communication**

Communicate respectfully in an open, accurate, straightforward and confidential way with colleagues across the organisation.

Communicate any urgent or sensitive matters to your line manager or escalate to the appropriate level.

Proactively share information to identify and reduce risk to patients and staff.

Keep clear and accurate written clinical records which are timely and identify any risk or problems that have arisen with details on responses taken.

Display a good level of competency in using computer software for record keeping, report writing and communicating.

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## General Responsibilities

- Work to maintain the values, vision and aims of St. Michael's Hospice.
- Additional Duties – In discussion with the line manager undertake work, as and when required, in support of St. Michael's Hospice as an organisation.
- Public Relations – Represent St. Michael's Hospice in the community and public domain as appropriate.
- Undertake all statutory and mandatory training, as required.
- Be conversant with and adhere to St. Michael's Hospice Policies and Procedures.
- This is an outline job description and may be subject to change, according to the needs of the service, in consultation with the post holder.
- Take responsibility for own personal safety and of others whilst at work. You will take appropriate action or report any concerns to address any health and safety issues that you or members of your team may be aware of.
- This job description is an outline of the role and responsibilities. From time to time, due to the needs of the service, we may ask you to flexibly undertake other duties that are consistent with your role and banding, including project work, internal job rotation and absence cover.

<b>Reviewed by:</b>	Heather Bowles IPU Lead	<b>Date:</b>	June 2025
<b>Signed by employee:</b>		<b>Date:</b>	