



NIGHTINGALE HOSPITAL
LONDON

FLORENCE
NIGHTINGALE

Join our team and make a

difference

Job Title: Charge nurse (RMN)

Location: Nightingale Hospital, 11-19 Lisson Grove, Marylebone, London NW1 6SH

Department: EDU/ADU/Gen Psych/OCD

Salary: From £37,500 plus an additional London allowance of £4,000 per annum added to all permanent posts (pro-rata for part-time roles).

Working hours: 37.5 hours per week. 162.5 hours per month. You will be required to rotate between night and day shifts and complete at least eight weeks of nights per year.

Closing date: 31 May 2023

Please note that interviews may take place prior to the advert closing as and when suitable applications are received. If a suitable candidate is appointed the role may close early, therefore please do not hesitate to submit your application.

About us

Nightingale Hospital is the only private mental health hospital in Central London, with over 30 years' experience in delivering specialised, evidence-based treatments in outpatient, day patient and inpatient settings. Our dedicated team of specialists are committed to the diagnosis and treatment of all types of mental health conditions, including eating disorders and addictions. Conveniently located, we are a two-minute walk from Marylebone main line and Underground stations, and within a ten-minute walk of Baker Street and Edgware Road Underground stations.

We are owned by international medical group, Orpea delivering the full spectrum of psychiatric care, high quality care home and rehabilitation services across the globe.

About the role: Charge nurse (RMN)

Are you an experienced Mental Health Nurse who can lead, inspire and oversee the delivery of the very best care? Nightingale Hospital have an exciting opportunity for a charge nurse who will provide operational management support and clinical leadership to our fantastic Nursing team.

On a day-to-day basis, you will be ensuring the delivery of high-quality nursing, effective customer care and efficient use of resources as necessary. Your commercial acumen will enable you to efficiently use staff resources to support service delivery, mindful of budgetary constraints and activity levels.

You will be resilient and professional in the face of conflicting challenges and priorities and above all a calming influence on the rest of your team. Your team will look up to you for support and guidance which you will excel in through your fantastic mentorship skills and desire to develop them.

Who we're looking for?

- You will be an experienced Registered Mental Health Nurse (RMN) with a current valid NMC registration
- You will hold an ENB 998 Mentorship Course and have experience of mentoring, including supporting newly qualified nurses through their preceptorship
- You will have previous experience at a supervisory or ward management level
- Dedicated, ambitious and resilient, you'll have a strong track record of delivering improvements to achieve high standards of quality care.
- You will be able to maintain documentation, undertake audits and demonstrate integrity in your role
- You will have good knowledge of the Mental Health Act 1983 and understand latest nursing practices
- Above all, you will be compassionate, resilient and dedicated to empowering and support our patients through their recovery

Main duties

1. Standards of Care

- 1.1 To support the Ward Manager in setting standards for care based on sound research findings and to ensure that the ward team maintains high standards.
- 1.2 To lead the systematic monitoring and evaluation of patients under the care of the ward team.
- 1.3 To act as patient advocate, ensuring privacy, dignity and confidentiality are met.
- 1.4 To monitor and ensure patient satisfaction and be proactive in managing any issue that is identified.
- 1.5 To act as a resource of specialist clinical knowledge and information for nursing staff and ensure that all nursing practices are meeting the required standards.
- 1.6 To have an in depth knowledge of the Mental Health act and to support staff involved in the application of the Mental Health Act, ensuring that they are aware of and fulfilling their duties. Ensure that service users are aware of their rights under the Mental Health Act and that they are exercised appropriately.
- 1.7 To promote reflective practice and learning in order to ensure that nursing care is research based, appropriate and responsive to patient needs.
- 1.8 To ensure that all provision of nursing care is documented on a timely basis and accurately reflects the patient experience.
- 1.9 To work closely with the consultants for the achievement of effective patient management ensuring that individual consultant care protocols are followed.
- 1.10 To ensure a high standard of infection control and the prevention of all avoidable healthcare associated infection on the ward.
- 1.11 To be responsible for maintaining the safe custody of all medications and controlled drugs, ensuring that all related policies and procedures are strictly adhered to.
- 1.12 To take responsibility for ensuring the safe administration of medication to service users where appropriate ensuring that the Nursing Midwifery Council regulations are followed.
- 1.13 To ensure that all policies, procedures, guidelines and work instructions that relate to the wards are regularly reviewed and updated, as required.

- 1.14 To participate in the setting of standards and agree clinical audit topics with the Compliance manager and Ward Manager ensuring that the identified audits take place with any actions implemented.
- 1.15 To discuss and promote innovations that will improve patient care.
- 1.16 To maintain an appropriate standard of confidentiality. Any disclosures of confidential information (including personal information kept on computer or other media) made unlawfully outside the proper course of duty will be treated as a serious disciplinary offence.

2. Managerial

- 2.1 To comply with all aspects of the Health & Social Care Act 2008 and ensure wards meet the requirements of the Care Quality Commission (CQC).
- 2.2 To take a lead role with implementing any new service development or initiative that affects the wards.
- 2.3 To ensure that Customer Care standards are adhered to, in accordance with Hospital Policies.
- 2.4 To investigate incidents, accidents, concerns, near-misses, non-conformities and complaints pertaining to the wards and team, ensuring that statements are collected within agreed deadlines and in accordance with any requests made by the Compliance Manager.
- 2.5 To ensure with that all objectives and any actions identified for the department are agreed with the Ward Manager and documented, implemented and reviewed on a timely basis.
- 2.6 To be responsible for the ordering of all supplies.
- 2.7 To ensure that equipment on the wards is regularly maintained and where required, repaired or replaced on a timely basis.
- 2.8 To identify and discuss with the Ward Manger any potential areas for developing the service or for maximising financial opportunities.
- 2.9 To report to the Ward Manager any ward nursing issues of significance or concern.
- 2.10 There will be some on-call responsibility.

3. Financial

- 3.1 To effectively lead the service and work closely with the Ward Manager in order to meet the financial targets for the wards and service.
- 3.2 To ensure that stock levels are adequate and controlled.
- 3.3 To ensure that all ward revenue is identified and that any economies are highlighted and discussed.
- 3.4 To be involved in the preparation of the ward and nursing service budget and be conversant with the monthly departmental performance reviews (DPRs).

4. Staff Management

- 4.1 To exercise fair and firm leadership, establishing and maintaining high morale on the wards.
- 4.2 To monitor the level and standard of work produced by the staff; guide, coach and advise staff as appropriate.
- 4.3 To facilitate the professional development of all ward staff to ensure that they are competent to provide the service required.

- 4.4 To identify the training needs for ward staff ensuring that mandatory training requirements are met and documented.
- 4.5 To maintain sound and effective working relationships and communication with all hospital staff and consultants.
- 4.6 To ensure that ward staff are complying with all policies that are relevant to their role and area of working.
- 4.7 To work alongside the Ward Manager to produce staff duty rotas to meet the activity of the wards, ensuring that staffing levels appropriately reflect case mix and dependency levels. To produce a rota with at least 6-weeks advance planning.
- 4.8 To ensure that team resources are managed appropriately to maximise care and efficient work patterns. This will include tasks such as management of attendance, annual leave and the use of extra resources.
- 4.9 To support the Ward Manager in the selection and recruitment process, ensuring that all new staff receive an appropriate and completed induction to the hospital and wards that is documented.
- 4.10 To support the Ward Manager in ensuring that all ward staff participate in appraisal reviews as per Hospital policy.
- 4.11 To support the Ward Manager, with all staff issues within the wards pertaining to sickness, conduct and performance management.

5. Training and Development

- 5.1 Responsibility for own and supporting the Ward Manager in ensuring completion of mandatory training, including e-learning and PMVA/ILS/BLS training offered by Nightingale Hospital.
- 5.2 Regular performance reviews and annual appraisal with the Lead Therapist.
- 5.3 Identification of any skill deficits which will require some training and support
- 5.4 Participate in receiving clinical supervision and individual supervision.
- 5.5 Commitment to personal and professional development.

6. Health and Safety

- 6.1 Report any health and safety issues to the Estates Manager/Maintenance that impact on the immediate work environment or patient areas at Nightingale Hospital.
- 6.2 Be aware of any health and safety policies and procedures relating to the job and use of equipment.
- 6.3 Knowledge of risk assessment and risk management practice in relation to mental health.
- 6.4 Be aware of the fire procedure relating to the area and carry the fire alarm key

7. Other

- 7.1 To recognise the importance of customer care and present a positive, courteous and helpful attitude when dealing with users of the Hospital's services.
- 7.2 To present a professional and efficient image at all times.
- 7.3 To be responsible for reading, understanding and complying with all relevant policies and procedures.
- 7.4 To undertake additional duties, as and when required, as directed by your line manager.
- 7.5 To maintain current awareness regarding developments in nursing and service.

- 7.6 To ensure personal continuing professional development (CPD) is maintained to comply with NMC requirements.
- 7.7 To attend hospital meetings and functions, as required.

To be aware of and adhere to:

- Health and Safety at Work Act.
- Infection Prevention & Control Policies.
- Hospital policies and guidelines.
- Disciplinary/Grievance Procedure.
- Fire Action Policy.
- No Smoking Policy.
- To read and sign all policies issued to the department in accordance with the Health & Social Care Act 2008.

This list is not to be regarded as exclusive or exhaustive as there may be other duties and requirements associated with the post which you may be called upon to perform from time to time. The range of duties is subject to modification in order to embrace changing service demands.

Who we're looking for

	Essential	Desirable
Education and qualifications	<ul style="list-style-type: none"> ✓ Registered mental health nurse ✓ Evidence of post registration study / continuing professional development 	<ul style="list-style-type: none"> ✓ Degree level or equivalent evidence of study
Work experience	<ul style="list-style-type: none"> ✓ Proven experience in leadership and management of clinical care – minimum of two years experience as a Team Leader/Charge Nurse/Deputy Ward Manager within an inpatient setting ✓ Ability to take responsibility for daily operational ward management ✓ Experience in an inpatient acute setting 	<ul style="list-style-type: none"> ✓ Evidence of experience working with people in a variety of healthcare settings ✓ Experience in managing patients with OCD/BDD or have a special interest in this field
Skills, knowledge and aptitude	<ul style="list-style-type: none"> ✓ Up to date on current nursing practice ✓ Evidence of ongoing professional development ✓ Awareness/understanding of current health/nursing issues ✓ Knowledge of clinical governance ✓ Computer literacy ✓ Evidence of involvement in the development of protocols and clinical audit ✓ Effective leadership and people management skills ✓ Excellent communication skills: verbal & written ✓ Ward budget/resource management ✓ Sound organisational skills ✓ Proactive approach to standard setting/problem solving ✓ Strong patient experience and customer service focus 	<ul style="list-style-type: none"> ✓ Understanding of private medicine and the relevant legislative frameworks

Nightingale Hospital reserves the right to vary these duties from time to time or require the job holder to undertake additional duties within their general scope of qualifications, skills and experience.

Company benefits

To reward the hard work of our fantastic colleagues, we offer an excellent benefits package as per the below.

- 25 days' holiday increasing up to 30 days for long service plus bank holidays *
- A, 'refer a nurse scheme' paying £2000 per successful recruit *
- Opportunities for continuous professional development (CPD) and training
- Generous Company pension scheme with **The People's Pension**
- 100% of NMC registration renewal paid (subject to meeting the criteria)
- Generous Company sick pay*
- Annual staff bonus (discretionary)
- Travel Loan scheme *
- Free life assurance cover (4 x salary)
- On-site restaurant with subsidised staff meals at breakfast, lunch and dinner
- Employee Assistance Programme
- Access to **Perkbox** Medical, which provides 24 hour access to a private GP service
- An extensive **Perkbox** staff benefits package, offering a comprehensive range of discounts and access to well-being apps
- Free eye tests and contribution towards the cost of glasses (if required)
- Long service recognition*
- Enhanced maternity/paternity pay*
- Long-term disability insurance

***Subject to T&Cs**

COVID-19 update

At Nightingale Hospital we are committed to ensuring the safety of our staff and have taken various measures to allow everyone to continue to operate both effectively and efficiently, whilst still remaining safe. All procedures have been evaluated and retrospectively restrictions have been implemented in line with the Hospitals Infection Control Protocol and general government guidelines regarding virus transfer and social distancing during the pandemic. All work areas have been formally risk assessed and have been shared with respective departments. This has led to the implementation where necessary of Perspex screens between desks and the use of masks/visors in majority of places around the hospital.

Further details

To find out more or have an informal chat please contact the Human Resources Team, on 02075357701 or via email hrenquiries@nightingalehospital.co.uk. Alternatively, to apply please send your CV to hrenquiries@nightingalehospital.co.uk.

Nightingale Hospital is an Equal Opportunities Employer and ensures equality of opportunity in recruitment, promotion, pay, benefits and training by adopting and following practices that are free from unfair or unlawful discrimination.

All appointments are subject to receipt of a satisfactory Disclosure and Barring Service (DBS) Certificate.