



NIGHTINGALE HOSPITAL
LONDON

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Join our team and make a

difference

Job Description: Senior Mental Health Nurse (RMN) – Addictions

Job Title: Senior Mental Health Nurse (RMN)

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

Department: Addictions

Salary: From: depending on experience

Working hours: 37.5 hours per week. Day shifts are 7.30am - 9pm working three days per week across a seven-day period including every other weekend. You will be required to rotate between night and day shifts and complete at least eight weeks of nights per year. Nights shifts are spread across four nights per week working 8.30pm – 8:00am.

Closing date: 26th April 2021

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: Senior Mental Health Nurse (RMN)

As a Senior Mental Health Nurse, you'll use your leadership skills to deliver exceptionally high-quality levels of patient care we're known for. You'll be a hands-on clinical leader who provides expertise on mental health to our multi-disciplinary team. With no two days the same you'll enjoy a wide range of responsibilities, from supporting and mentoring your team to delivering the highest standards of nursing.

As a Senior Nurse, you'll lead by example when empowering our Patients in playing a major part in their care plan and recovery whilst having regard for their dignity and maintaining professional responsibility for their care. You'll enjoy having the freedom and autonomy to do things the right way feeling valued and respected when working for Nightingale Hospital.

Position in organisation

- Reports to the Charge Nurse.
- Liaison at all levels with Consultants, Ward Manager, Nursing Services Manager and all multidisciplinary team members

Limits of authority

- Collaborates with other therapy staff in therapeutic program review process.
- Collaborates in care planning discussions as part of a multidisciplinary team.
- Ensures care-plans are reviewed, updated and actioned as required.
- Provides a link with outside agencies.

Key tasks/Scope of the role

1. Key nursing
2. Shift co-ordination
3. Health & Safety
4. Medication
5. Legal frameworks
6. Clinical Governance
7. Professional Development
8. Nursing Liaison
9. Other

Duties and responsibilities

1. Key Nursing

- Take on the role of key-nurse or associate nurse as required.
- To assess, plan and implement patient care plans, incorporating risk assessments, risk management and engagement plans
- Ensure that care-plans are comprehensive, and are understandable by the patient.
- Ensure that each professional involved in the care of the patient has been represented in the care-plan.
- Ensure that every patient has a copy of their current care-plan.
- Ensure that a patient's capacity and willingness to consent to the care-plan is documented.
- Meet with the key-patient at least once a week to establish a therapeutic rapport, and to do one-to-one work with supervision.
- Ensure that decisions from ward rounds are acted upon and, if necessary, incorporated into the care-plan.
- Liaise with other professionals and agencies as required.
- Ensure that transfer of a patient from one key-nurse to another is not detrimental to patient care.
- Ensure that nursing staff undertake outcome measures as appropriate tools; in particular, (HONOS) both on admission and discharge.

2. Shift Co-ordination

- Take charge of a ward in the absence of a charge nurse, ensuring that the ward is run effectively.
- When required assume the role of Nurse in Charge for the hospital.
- Allocate staff according to patient need.
- Create a clear plan for the day in collaboration with the other staff on shift.
- Delegate, prioritise and supervise tasks appropriately, in particular that levels of observation are reviewed and followed.
- Check and be aware of any significant changes in the ward environment or patients' care.
- Ensure that all staff follow the de-escalation and restraint procedures.
- Ensure that care-plans follow the consistent model of the hospital.

3. Health and Safety

- To be aware of Health and Safety policies and ensure compliance when carrying out duties.
- To bring Health and Safety issues to the attention of the charge nurse and if applicable, the maintenance department.
- To ensure incident, accident and complaints polices are adhered to.

4. Medication

- Administer medication as prescribed, within professional guidelines.
- Ensure that all hospital medication policies are followed.
- Ensure that all staff on the shift are aware of any observable side-effects of medication.
- Ensure that staff on shift are familiar with the use of emergency medication.

5. Legal Frameworks

- To understand and adhere to the Mental Health Act.
- To understand and adhere to the NMC Code of Professional Conduct.
- Part 13 registered nurses must be familiar with their responsibilities in using the Mental Health Act & Mental Capacity Act.
- To understand the restrictions placed upon detained patients, and the rights of informal patients.
- To fully understand and to undertake their practice according to capacity and consent principles.
- To complete DOLs applications as required by the MCA 2005.

6. Clinical Governance

- To contribute to the hospital wide approach on compliance with legal, regulatory, social and ethical responsibilities
- Participate in audit programmes as necessary
- To participate in risk assessments as necessary
- Ensure that required documentation is completed and is to the required standard
- Complete professional reports and assessments on patients where required.
- Ensure relevant assessment tools and equipment are used as required.
- To ensure that confidentiality is maintained at all times in accordance with the company policies, the Data Protection Act 1998 and the Health Records Act 1990
- To maintain contemporaneous records of patients, record events and observations in patient notes.
- To be responsible for reading, understanding and complying with all relevant policies and procedures
- An Understanding of and adherence to the Mental Health Act 1983/2007 & Mental Capacity Act 2005.
- To be aware of and practice in accordance with Care Quality Commission outcomes.

7. Leadership and Professional Development

- Ensure training needs are identified and to participate in revalidation processes.
- To participate in clinical supervision of staff nurses.
- To mentor other members of the Nursing Team as required.
- To ensure that mandatory training is undertaken as required.
- Actively seek and share training opportunities that would have a direct benefit to the standard or care delivered and support personal CPD.
- To be aware of and act upon health service developments and evidence based best practice at a local and national level.

8. Nursing Liaison

- Ensure that all referrals are handled professionally and quickly following the company guidelines.
- Attend ward rounds and CPA as necessary.
- Ensure the Nursing Team provides feedback to multidisciplinary team about any general observations, specific interventions, one-to-one work as well as patients' participation.
- Play an active role as part of the multi-disciplinary team on the unit – providing feedback on nursing interventions and assessments to other staff on a daily basis as required.

9. Other

- To recognise the importance of customer care and present a positive, courteous and helpful attitude when dealing with users of the Company's services
- To carry out any other functions within capabilities as requested by senior staff.
- To present a professional and efficient image at all times.
- To be responsible for reading, understanding and complying with all relevant policies and procedures.
- To undertake additional duties, as and when required, as directed by your line manager Ensure other staff on the shift receive appropriate supervision/support in response to any distressing behaviour of the patients.

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 be able to maintain documentation, undertake audits and demonstrate integrity in your role
- You will have good knowledge of the Mental Health Act 1983 & understand latest nursing practices
- Above all, you will be compassionate, resilient and dedicated to empowering and support our patients through their recovery.

	Essential	Desirable
Education/Qualifications	<ul style="list-style-type: none"> ✓ Registered Mental Health Nurse ✓ ENB 998 or Mentorship Course 	<ul style="list-style-type: none"> • TMVA • NVQ 3 Leadership or Management
Work experience	<ul style="list-style-type: none"> ✓ Experience of working with patients with a variety of mental health problems ✓ Knowledge of the Mental Health Act & Mental Capacity Act. 	<ul style="list-style-type: none"> • Experience of C.P.A.'s and Tribunals. • Supervising student nurses. • Experience in specialist service areas such as Addictions, Eating Disorders or General Psychiatry. • Completion of DOLs forms.
Skills, knowledge and aptitude	<ul style="list-style-type: none"> ✓ Experience of coordinating a shift ✓ Ability to deal with a very challenging patient group in a positive manner ✓ Ability to identify and manage stressful situations ✓ Experience in implementing risk assessments and developing risk management plans ✓ Ability to work as part of a team ✓ Good English communication skills both verbal and written ✓ Good Interpersonal Skills. ✓ Readiness to accept direction ✓ Good computer literacy ✓ Ability to communicate effectively with colleagues, patients and visitors 	<ul style="list-style-type: none"> • Experience in delivering clinical supervision.
Motivation	<ul style="list-style-type: none"> ✓ Ability to balance team working with independent initiative. ✓ Strong aptitude in prioritising tasks ✓ Ability to take direction 	

Impact on others	<ul style="list-style-type: none"> ✓ Confident decision maker with an ability to accept positive criticism ✓ Ability to present self in a confident manner ✓ Awareness of effect of self on others ✓ Awareness of and ability to address customer satisfaction needs 	
Requirements	<ul style="list-style-type: none"> ✓ Punctual attendance ✓ Flexible to cover work shifts Day/Night/Weekends ✓ Able to work flexibly to meet the needs of the business 	<ul style="list-style-type: none"> • Undertakes additional duties dependent upon the needs of the service

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
- Generous Company pension scheme with The People's Pension
- Generous Company sick pay
- 100% of NMC registration renewal will be paid for by the Nightingale Hospital (subject to meeting the criteria)
- Annual staff bonus (discretionary)
- Paid for DBS
- Death in service cover
- Travel loan scheme
- Subsidised staff meals
- Employee Assistance Programme
- Flexible working

Requirements for all staff

Health and safety: It is the responsibility of all employees to work together to achieve a safe environment, and to take reasonable care of themselves and others. Of particular importance is reporting all potential risks, incidents and complaints. Specific individual responsibilities for health and safety will be outlined under key responsibilities for the post.

Equality and diversity: It is the responsibility of all employees to support the vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment. All employees have the right to be treated with dignity and respect at work, and the Hospital will do all it can to ensure this happens through the implementation of and compliance with Equality & Diversity Policies.

Confidentiality: In the course of your employment employees will have access to confidential information of a personal and/or clinical nature, including information relating to the hospital patients, employees and other parties. Such information must not be used for the employees' personal benefit, nor disclosed to other persons without consent of the party concerned unless required by law to do so. This applies both during and after the termination of employment. Any breach of confidentiality during employment may be regarded as serious misconduct and could lead to summary dismissal.

Performance appraisal and development: The hospital is committed to providing a high-quality service through the effective management and development of its employees. All employees should be

dedicated to providing a quality service and Performance Appraisal is of assistance to both employees and managers in allowing comparison between the standards achieved with the standards expected. Appropriate measures can be agreed, and any deficiencies rectified through identification and delivery of personal development needs. In addition to the continuous cycle of performance management, of a formal and informal nature, all employees will receive a formal appraisal of their work, development needs and a review of their thoughts and aspirations on an annual basis.

Statutory and mandatory training: It is the responsibility of the individual employee to ensure that all required statutory and mandatory training is undertaken as necessary.

Safeguarding children and vulnerable adults: This is a regulated position and the post holder will be subject to an enhanced Disclosure & Barring Service check upon appointment, and every 5 years thereafter.

We are committed to safeguarding children, young people and vulnerable adults within our care. Employees are accountable to ensure that they know how to respond when they are concerned for the safety of a child, young person or vulnerable adult. We will support employees in this process by providing training, support and advice. The hospital has a safeguarding lead who can be contacted for guidance and can provide safeguarding supervision. The hospital works in partnership with key agencies to protect children, young people and vulnerable adults. For children, employees should be aware of their responsibilities detailed in the '4 Local Safeguarding Children Boards Child Protection Procedures' and for vulnerable adults in the Safeguarding Adults Policy.

Infection Prevention Control: The hospital has designated the prevention and control of infection and the full implantation of the Code of Practice (2008) as a core component in the organisations clinical governance, managing risk and patient safety programmes. All employees are expected to follow consistently high standards in the prevention and control of infection, especially with reference to hand hygiene, adherence to dress/uniform code and for clinical staff all procedures involving aseptic technique, be aware of and follow Infection Control guidelines and procedures relevant to their work, participate in mandatory training and annual updates. Protecting patients from infection is everyone's responsibility.

Rehabilitation of Offenders Act 1974: This post is subject to an exception order under the provisions of the Rehabilitation of Offenders Act 1974. This stipulates that all previous convictions, including those that are 'spent' must be declared. Previous convictions will not necessarily preclude an individual from employment but must be declared in writing at the appropriate stage during the recruitment process.

Data protection: As an employer, the hospital needs to keep information about all employees for purposes connected with their employment. The type of information held includes information for payroll purposes, references, contact names and addresses and records relating to employment. These uses are covered by our notification with the Information Commissioners Office under the Data Protection Act 1998.

The information which is held will be for management and administrative use only, but the hospital may need to disclose some information we hold about employees to relevant third parties (e.g. Inland Revenue).

Records management and quality: Employees are legally responsible for all records that they gather, create or use as part of their work and they remain the property of the hospital. This includes patient, financial, personal and administrative records, whether paper based or on computers. All such records are considered public records and employees have a legal duty of confidence to all service users. Employees should consult the Records Management Policy and ask for guidance from their manager if they have any doubt about the correct management of records with which they work. All employees have a responsibility to ensure information quality standards are maintained.

Information security: Under the provisions of the Data Protection Act, it is the responsibility of each member of staff to ensure that all personal data relating to patients and members of staff, whether held in manual or electronic format, is kept secure at all times. Computer passwords must not be shared either between systems or users. E-mail messages, any files stored on the networks or on equipment and usage of the Internet, and computer systems, irrespective of whether these related to personal use. Access and usage of computers must be in accordance with hospital policies. Safe haven procedures are to be used for all electronic transfers of personal data. This is in order to protect patients and staff, and the hospital's reputation and to ensure that it complies with the law and other relevant guidelines.

Smoke-free policy: The hospital operates a Smoke-free policy, except in designated areas. This means that smoking is not permitted anywhere within owned or leased premises, including within grounds unless designated as a smoking area. In the interests of promoting responsible healthcare, all staff are to refrain from smoking when off-site in uniform or wearing an identifying badge in any public place. The policy also applies to all staff employed at any location they may work, whether within or external to the premises. The policy contains further details including support facilities.

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 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.

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 & Barring Service (DBS) Certificate and pre-employment checks.

I confirm that I agree to the details of this job description as outlined above:

Full name:

Date:

Signed: