

Senior Sister/Charge Nurse/Principal ODP – Scrub/Anaesthetics & Recovery

Department: Health and Community Services

Division: Main & DSU Theatres

Reports to: Clinical Lead Nurse Theatres

JE Reference: HCS1061

Grade: CS12 (AfC: G NM: 07)

JE Date: 11/11/2021

Job purpose

To be professionally and managerially responsible for the overall governance, quality and safety of patients within allocated Theatres/specialty/area.

They will operate in a supervisory capacity and will be highly visible within the clinical area to patients' staff and relatives. They will work alongside staff as a role model, mentor and develop clinical competencies and leadership skills within the team.

The post holder will be a highly experienced practitioner within the multi-disciplinary team and will contribute to the development of a clinical service through involvement in standard setting and the development and dissemination of expertise within both the clinical and education settings.

Job specific outcomes

1. Lead a team of people to undertake their duties in an effective manner in order to meet the requirements of organisational and professional standards.
2. Appraise and monitor the professional and clinical performance of the team. Identifying individual staff training and development needs as well as contributing to the development of an annual team business and training plan to achieve optimum outcomes for patients within defined budgets.
3. Establish policies, procedures and professional practices in line with statutory requirements, and implement practice development and staff training courses, to ensure that all staff are aware of their individual responsibilities in line with the Nursing and Midwifery Council and HCPC codes of practice and to enhance best practice and skills development in all staff.
4. Responsible for effective rostering of the team to ensure that the area has effective skills and staffing levels to meet demand; and that staff health and wellbeing is a key consideration underpinning the rosters produced.
5. Responsible for the environment of care, ensuring infection control policies and procedures are in place and participate in relevant audit and act upon the results

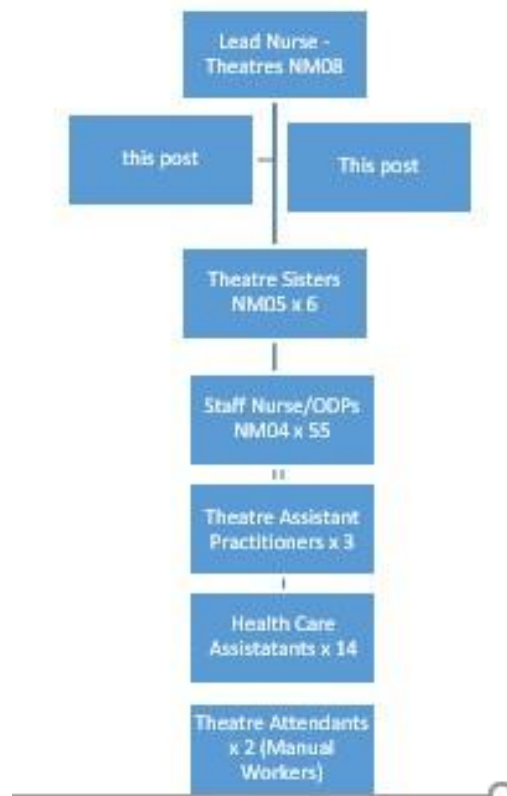
6. Ensure patient flow is effective and timely through the Theatre department to ensure timely discharge of patients to support overall HCS patient flow.
7. Deal with complex clinical and managerial situations that arise, analysing data and information to support decisions in relation to patient risk and care. Participate and undertake risk management assessments at theatre level and develop strategies to improve quality care.
8. Create a culture where care is proactive and responsive to changing health care needs of patients, using leadership skills to influence / facilitate change within the theatre environment and organisation.
9. Maintain, monitor and evaluate standards ensuring evidence based quality of care is provided by the clinical team and respectfully challenge/take appropriate action when care falls below the expected standards.
10. Promote collaboration and communicate effectively with your staff on a timely basis ensuring robust systems exist so that staff feel informed.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The jobholder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Organisation chart



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Registered with the NMC as a first level registered nurse</p> <p>Or</p> <p>Registered ODP with HCPC registration Recognised Management qualification or relevant experience at management level within a theatre setting.</p> <p>Evidence of ongoing professional development in relevant area of speciality supplemented by specialist clinical, managerial training and CPD</p> <p>Mentorship qualification</p>	<p>Leadership Development</p> <p>Degree</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure</i></p>	<p>Highly developed specialist knowledge of theatre procedures underpinned by theory and experience.</p> <p>Advanced clinical knowledge and skills.</p> <p>Knowledge and experience of improving patient safety in health care provision.</p> <p>Expert practitioner in area of theatres</p> <p>Knowledge and understanding of clinical and human factors in the delivery of safe healthcare practice.</p> <p>Expert level knowledge of the Governance and Risk frameworks required to underpin the delivery of safe patient care.</p>	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc</i></p>	<p>Thorough and up to date knowledge of nursing / ODP theory and best practice, and the application of this practice</p> <p>Understanding of NMC Code of Practice / HCPC Standards and requirements for the practice and behaviour of staff and self.</p> <p>Keyboard skills, skills required for professional practice</p>	<p>Relevant and substantial experience in a range of specialties</p> <p>Experienced in recruitment and selection</p>
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g.</i></p>	<p>Ability to engage with people and motivate and support them to work to high standards.</p> <p>Calm under pressure, able to use initiative and make decisions.</p>	

<p><i>effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Excellent interpersonal /communication skills with a variety</p> <p>A strong leader who can professionally lead and role model.</p> <p>Evidence of commitment to and understanding of mentorship/reflection/clinical supervision</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Evidence of leadership</p> <p>Proven post-registration experience and evidence of co-ordinating and managing a team of staff.</p> <p>Experienced in all aspects of Safeguarding children and vulnerable adults</p> <p>Evidence of leadership skills and able to demonstrate an awareness of professional issues and developments.</p> <p>Experience of implementing, managing and achieving changes in clinical practice</p> <p>Experience of designing and delivering training to colleagues at all levels</p> <p>Experience of working in a multi-professional environment</p> <p>Evidence of effective staff management and running a theatres department</p>	<p>Experience of conducting own projects successfully and follow through action</p>

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 5 core accountabilities attributes and behaviour indicators.

The standards relevant to this tier, identified in the States of Jersey core accountabilities attributes and behaviour indicators, are to be attached in a separate document.