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hospice care in your home or ours

Job Description

Staff Nurse

ellenor.org

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Registered Charity No: 1121561

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Job Title: Staff Nurse

Department: Inpatient Ward

Contract Terms: 37.5 hours per week

Salary: £32,271- £37,786 (depending upon experience)

Location: ellenor, Gravesend, DA11 7HQ

Responsible To: Ward sister

Accountable To: Director of Care & Quality

Manages: N/A

About

Us: The organisation operates an in-patient ward located at the Hospice in Northfleet, comprehensive community services for adults and children, and a variety of outpatient and Wellbeing services. All services are supported and delivered through a multidisciplinary team (MDT).

The adult in-patient ward currently accommodates 7 beds. The Medical Service provides dedicated support to adult inpatients and outpatients, including ward rounds, admissions, home visits, and participation in MDT meetings.

The Adult Living Well Service offers outpatient clinics along with Physiotherapy, Occupational Therapy, and Wellbeing Services. These include Complementary Therapy, Counseling, Bereavement Support, Family and Carer Support, and Chaplaincy.

The Community Service comprises the Adult Hospice at Home Team and the Care Home Support Team. The Medical Team supports these services by reviewing patients in clinics, at home, and in nursing homes.

This service provides specialist nursing care and hands-on support, as well as short breaks for children with cancer or life-limiting care needs in their own homes. Medical support for the Children's Team is delivered by the young person's GP and consultants from tertiary centres in London.

The core area of service includes Dartford, Gravesham, and Swanley, covering a population of approximately 270,000 people, including over 45,000 adults aged 65 and above.



Scope and Job Purpose:

The In-patient ward is currently seeking a registered nurse with a clinical background in palliative/cancer care, or a registered nurse who is looking to develop a career in palliative/cancer care. Preferably with post-registration experience.

The post holder will provide high-quality, holistic nursing care to patients with life-limiting illnesses on ellenor's Inpatient Ward.

Offering support to their families and those closest to them. This role is suited to a registered nurse with experience in palliative or cancer care, or someone keen to develop a career in this area.

Working as part of a supportive multidisciplinary team, the nurse will assess, plan, deliver, and evaluate person-centred care, ensuring it meets the highest clinical standards.

They will carry out nursing duties without direct supervision, supervise non-registered staff and volunteers, and contribute to out-of-hours triage by offering advice or escalating concerns when necessary.

The role involves encouraging family involvement, respecting individual and cultural preferences, and maintaining accurate, timely documentation using electronic patient records (training provided).

Effective communication with colleagues across the hospice and with external health and social care professionals is essential to ensure coordinated, compassionate care.

All work must align with ellenor's values, mission, and commitment to delivering care with dignity, compassion, and respect.



Main Duties and Responsibilities:

Clinical Practice

- Work within **ellenor's** mission and philosophy at all times and base care on evidence-based practice.
- Work within the local operating procedures for the appropriate area.
- Use a systematic process of assessment of care needs, involving the patient and family in planning the agreed care as far as possible.
- Maintain patient dignity and privacy at all times, especially during the implementation of care planned.
- Ensure accurate evaluation of care and treatment provided with timely reporting of outcomes to the Medical and Nursing teams.
- To work effectively as part of a team to ensure the highest standards of care and quality are delivered and maintained.
- Ensure all care is documented clearly in the electronic patient notes and completed in line with mandatory legal requirements, in particular, that it is accurate and contemporaneous.
- Undertake all paper documentation such as joint assessments in a timely manner, ensuring it is accurate, relevant and contemporaneous.
- Ensure that patient consent is given prior to any treatment or care, including photography.
- Encourage family participation in the care of the patient where appropriate respecting individual and cultural choices as well as patient's wishes.
- Take an active role in preparation and participation in the weekly MDT patient review meetings.
- Actively promote patients' preferred "place of care" choices and work towards home discharge in a timely and effective way.
- Support the palliative care needs of patients in the community by working with the Hospice at Home team providing telephone advice out of hours, reassurance as appropriate and passing calls on to the Clinical Nurse Specialist as appropriate.
- Liaise with all internal and external colleagues to ensure smooth communication of patient information.
- To establish a therapeutic relationship with patients and relatives to enable active involvement in informed decision-making, if this is their wish.
- To use communication skills during assessment, implementation and evaluation of all aspects of patient care and treatment.
- To liaise with appropriate staff to facilitate effective hospice admission and discharge planning.
- To offer bereavement support to carers as per the hospice-agreed pathway.



Professional Development, Education and Training

- To liaise and communicate with the community, nursing home and hospital staff in order to raise awareness and promote Hospice services.
- To liaise and work in partnership with the Primary Health and Social care professionals and the hospice multi-professional team, in meeting the patient's palliative care needs.
- To undertake any other duties considered to fall within the scope of the position of Staff Nurse, as directed by the Team Leader.
- To work safely, in line with lone working and other related policies.
- Ensure that risk assessments are updated in a timely manner.
- Act as patient advocate in line with NMC guidance.

Audit & Quality

- To be aware of new developments in palliative care.
- To participate in nursing and interdisciplinary audit projects.
- To participate in the hospice Clinical Governance programme.

Professional Conduct

Every Registered Nurse is responsible for their actions and practice, ensuring accountability to patients and their loved ones for the care they provide. They must adhere to the professional code of conduct established by the NMC.

Health and Safety

The post holder has the responsibility to take reasonable care of self and others in relation to managing risk, health and safety and will be required to work within the appropriate policies and procedures.

General

- Uphold the values and philosophy of ellenor, acting as a positive representative.
- Maintain confidentiality in line with ellenor's policies.
- Follow all current hospice policies and procedures.
- Participate in bi-annual performance reviews and personal development planning.
- Attend mandatory and specialised training as required.
- Share responsibility for maintaining a safe working environment.
- Meet any safety objectives assigned by managers or supervisors.

Person Specification:

(All criteria are essential unless stated otherwise)

Education / Qualifications:

- First Level Registered nurse with post-registration experience, preferably in a relevant field of nursing.
- Diploma or degree qualification in Nursing (Desirable).
- Have evidence of recent continuing professional development.
- Have a flexible approach to working hours, and days of the week and be able to work night duty on a rotational basis.
- Be willing to undertake further study /attend in-house training.
- A teaching, mentor/supervisor module (Desirable).

Experience:

- Experience working in palliative care, end of life or oncology.
- Experience of working in a hospice setting (Desirable).
- Experience working within one's evolving level of competence while recognising and understanding personal limitations.
- Sufficient knowledge of palliative and end of life care assessment tools /outcome measures and improvements they bring to patient care.
- Knowledge of symptom management, and ability to assess patients psychological, social & spiritual needs.
- Ability to communicate effectively at an advanced level with patients and families.

Knowledge, Skills and Attributes:

- Good understanding of the role and the role that specialist palliative care has in end-of-life care.
- Ability to work flexibly and effectively with patients, families and colleagues.
- Resilient and able to meet the complex demands of the post, taking on unscheduled tasks and working well under pressure.
- Ability to work autonomously with an unpredictable work pattern, managing time, commitments and priorities.
- Knowledge of symptom management, and the ability to assess patients psychologically. Social & spiritual needs.
- To be able to utilise IT equipment as required for this role.

