



**St. John's Hospital, Limerick
Staff Nurse Theatre**

Job Specification, Terms and Conditions:

Job Title, Grade and Grade Code	Staff Nurse Theatre Grade Code: 2135 Staff Nurse (General) 2135
Competition Reference	SJL/03/2019/1
Whole Time Equivalent	1 WTE
Closing Date	05/04/2019 12.00
Proposed Interview date(s)	To be confirmed
Taking up Appointment	A start date will be indicated at job offer stage
Duration of Post	Permanent Post
Location of Post	Theatre, St. John's Hospital, John's Square, Limerick
Organisational Area	St. John's Hospital Limerick, UL Hospitals Group, HSE West
Post Specific Information	Details on this campaign can be found at http://www.stjohnshospital.ie/management-and-administration/recruitment/
Details of Service	<p>St John's Hospital, Limerick is a level 2S, Acute General city centre Voluntary Hospital for adults. It is part of the University of Limerick Hospitals Group. Currently has a total of 89 inpatient beds and provides a general acute hospital service to the catchment area of Limerick. The acute services are as follows: General Medicine including MAU, LIU, General Surgery, Gynaecology surgery Day and in -patient, Urology surgery day and in-patient, Day Dermatology surgery. Pain service, , Out-patient service, Radiology , Pre-op Assessment</p> <p>There are two General Theatres for non-emergency elective service operating Monday to Friday for General Surgery, Gynae and Urology .there is a Day Theatre for non-emergency elective service operating Monday to Friday for General Surgery, Gynae and Urology, Pain and Dermatology. There is a stand alone Endoscopy unit operating over 5 days</p>
Service mission, vision and values	<p>St. John's is an acute General Public Voluntary Hospital, funded by the Health Service Executive.</p> <p><u>Mission statement</u> Faithful to our tradition, we provide the highest possible standard of care and treatment in a professional and compassionate manner to every person who avails of our services.</p> <p><u>Aims and Objectives</u></p>

	<ol style="list-style-type: none"> 1. To deliver high quality, safe and reliable healthcare in accordance with evidence based best practice in an effectively managed and maintained environment. 2. To provide healthcare based on the assessed needs and preferences of our service users which ensures mutual respect, holistic care and continuous learning, and training. 3. To monitor, evaluate and continually improve our services.
Reporting Arrangements	<p>The post holder will:</p> <ul style="list-style-type: none"> • Have line management reporting arrangements to the CNM11 Theatre and Assistant Director of Nursing. • Be professionally accountable to the Director of Nursing or designated officer as required and works in partnership with the multi-disciplinary team.
Purpose of the Post	<p>The primary role of the Theatre Staff Nurse will be to participate in the provision of both perioperative and postoperative nursing services and management of Patient Care.</p> <p>To share responsibility with the nursing team for the management of nursing care and the patient's environment under the direction of the Clinical Nurse Manager 11.</p> <p>To develop clinical expertise, leadership and teaching skills through nursing practice and to maintain a high standard of professional and ethical responsibility</p> <p>To ensure that high standards for healthcare are implemented and monitored in the provision of nursing care within the scope of policies, protocols and guidelines approved nationally.</p> <p>Responsible for the management, care and treatment of elective patients, to ensure that the optimum standard of care is provided within the Anaesthetic, Theatre and Recovery.</p>
Principle Duties and Responsibilities	<p><u>Professional Responsibilities</u></p> <p><i>The Theatre Staff Nurse will:</i></p> <ul style="list-style-type: none"> • Practice Nursing according to the Code of Professional Conduct as laid down by the Nursing Board (An Bórd Altranais) and Nursing and Midwifery Board of Ireland (Cnáimhseachais na hÉireann) and Professional Clinical Guidelines • Adhere to national, regional and local Health Service Executive (HSE) guidelines, policies, protocols and legislation • Work within their scope of practice and take measures to develop and maintain the competence necessary for professional practice • Maintain a high standard of professional behaviour and be accountable for their practice • Be aware of ethical policies and procedures which pertain to their area of practice • Respect and maintain the privacy, dignity and confidentiality of the patient

- Follow appropriate lines of authority within the Nurse Management structure

Clinical Practice

The Theatre Staff Nurse will:

- Deliver nursing care to elective patients within a best practice / evidence based framework
- Manage a designated caseload
- Promote the health, welfare and social wellbeing of patients within our services
- Actively participate as a multi-disciplinary / inter-disciplinary team member in all aspects of service delivery including case conferences, clinical meetings, team meetings
- Assess, plan, implement and evaluate individual person centred care programmes within an agreed framework and in accordance with best practice
- Develop and promote good interpersonal relationships with patients and the interdisciplinary care team in the promotion of person centred care
- Ensure that care is carried out in an empathetic and ethical manner and that the dignity and spiritual needs of the patient are respected
- Report and consult with CNM2 on clinical issues as appropriate
- Maintain appropriate and accurate written nursing records and reports regarding patient care in accordance with local / national / professional guidelines
- Participate in innovation and change in the approach to patient care delivery particularly in relation to new research findings, evidence based practice and advances in treatment
- Participate in clinical audit and review
- Promote a positive health concept with patients and colleagues and contribute to health promotion and disease prevention initiatives of the Health Service Executive
- Demonstrate flexibility by rotating / assisting in other units / care settings as required to meet nursing resource needs.
- Refer clients to other services as required.
- Encourage recognition of the patient as an individual and ensures that the patient's needs and comforts are given priority with particular emphasis on safety factors.
- Ensure that patient specimens are accurately labelled without delay.
- Check all swabs, instrument needles and other requirements are intact from each case participated in and any loss or discrepancy identified at an appropriate stage of surgery.
- Handle with appropriate care all equipment in usage for various procedures.
- Check patients' identity and consent on entry/arrival to Theatre.
- Assist the Anaesthetist as required.

Clinical Governance

The Theatre Staff Nurse will:

- Participate in clinical governance structures within the local / regional / national clinical governance framework
- Have a working knowledge of HIQA Standards as they apply to the role / care setting, for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc.

- Contribute to ongoing monitoring, audit and evaluation of the service as appropriate
- Accurately record and report all complaints to appropriate personnel according to local service policy
- Participate in the development of policies / procedures and guidelines to support compliance with current legal requirements, where existing, for the safe storage and administration of medicines and other clinical products
- Participate in the development of policies / procedures and guidelines with health, safety, fire, risk and management personnel and participate in their development in conjunction with relevant staff and in compliance with statutory obligations
- Observe, report and take appropriate action on any matter which may be detrimental to patient care or well being
- Be aware of, and comply with, the principles of clinical governance including quality, risk and health and safety and be individually responsible for clinical governance, risk management / health and safety issues in their area of work
- Participate in the development, promotion and implementation of infection prevention and control guidelines
- Adhere to organisational dress code
- Assume responsibility for and coordinate the management of the unit / care setting in the absence of the Clinical Nurse Manager

Education, Training & Development

The Theatre Staff Nurse will:

- Take responsibility for own competency and learning and development needs and actively contribute to the learning and development of the interdisciplinary team
- Engage in continuing professional development by keeping up to date with nursing literature, recent nursing research and new developments in nursing management, education and practice and to attend staff study days as considered appropriate.
- Complete all mandatory training as deemed necessary by the Director of Nursing and NMBI (Nursing and Midwifery Board of Ireland).
- Participate in performance evaluation / review with their line manager, identifying areas for improvement and appropriate plans / measures to achieve them
- Provide a high level of professional and clinical leadership.
- Provide supervision and assist in the development of knowledge, skills and attitudes of staff and assigned students.
- Be familiar with the curriculum training programme for student nurses and be aware of the clinical experience required to meet the needs of the programme.
- Provide feedback to the Clinical Nurse Manager or the designated officer with regard to compilation of proficiency assessments for students in the clinical setting
- Participate in the assessment of student nurse proficiency in clinical nursing skills as part of his/her role as preceptor.
- Develop and use reflective practice techniques to inform and guide practice as part of their daily work
- Identify and contribute to the continual enhancement of learning opportunities within a population health framework
- Participate in the clinical / workplace induction of all new nursing and support staff

- Contribute to the identification of training needs pertinent to the clinical area
- Develop teaching skills and participate in the planning and implementation of orientation, training and teaching programmes for nursing students and other health-care staff as appropriate
- Participate in the development of performance indicators in conjunction with the Clinical Nurse Manager
- Participate in innovation and change in the approach to service user care delivery, and contribute to the service planning process, based on best practice and under the direction of Nurse Management / Nurse Practice Development, particularly in relation to new research findings and advances in treatment

Administration

The Theatre Staff Nurse will:

- Ensure that records are safeguarded and managed as per HSE / local policy and in accordance with relevant legislation
- Work closely with colleagues across the integrated services programme in order to provide a seamless service delivery to the client within the integrated services programme
- Maintain records and submit activity data / furnish appropriate reports to the Director of Nursing as required
- Contribute to policy development and formulation, performance monitoring, business planning and budgetary control
- Maintain professional standards including patient and data confidentiality
- Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways, individual care plans and shared care arrangements
- Contribute to ongoing monitoring, audit and evaluation of the service as appropriate
- Ensure that the care setting is maintained in good order using appropriate models, that supplies are adequate and that all equipment is in good working order and ready for immediate use
- Ensure that equipment is safe to use and report any malfunctions in a timely manner
- Assist with ordering of supplies as required and ensure the appropriate and efficient use of supplies is made and exercise economy in the use of consumables
- Undertake other duties as required by the Director of Nursing or his / her designate

Health and Safety

The Theatre Staff Nurse will:

- Play a central role in maintaining a safe environment for service users, staff and visitors e.g. by contributing to risk assessment.
- Assist in observing and ensuring implementation and adherence to established policies and procedures e.g. health and safety, infection control, storage and use of controlled drugs etc.
- Observe, report and take appropriate action on any matter which may be detrimental to service user care or well being / may be inhibiting the efficient provision of care.
- Ensure completion of incident / near miss forms.
- Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.

	<ul style="list-style-type: none"> • Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards. • Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. <p>The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</p>
<p>Eligibility Criteria</p> <p>Qualifications and/or experience</p>	<p>1. Professional Qualifications & Experience</p> <p>Each candidate must, at the latest date for receipt of completed applications for the post:</p> <ul style="list-style-type: none"> (a) Be registered or be eligible to be registered in the General Division of the Register of Nurses & Midwives maintained by the Nursing and Midwifery Board of Ireland (NMBI) An Bord Altranais agus Cnáimhseachais na hÉireann (b) Have a minimum of 2 years post registration experience of which 1 must be in the speciality of Theatre or demonstrate an interest in this speciality <p style="text-align: center;">and</p> <ul style="list-style-type: none"> (c) Candidates must demonstrate evidence of continuing professional development at the appropriate level. <p>2. Annual registration</p> <ul style="list-style-type: none"> (i) Practitioners must maintain live annual registration on the relevant division of the Register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann). <p style="text-align: center;">And</p> <ul style="list-style-type: none"> (ii) Confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). <p>3. Age</p> <p>Age restriction shall only apply to a candidate where s/he is not classified as a new entrant (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed application forms for the office occurs.</p> <p>4. Health</p> <p>Candidates for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p>

	<p>5. Character Candidates for and any person holding the office must be of good character.</p>
Post Specific Requirements	Demonstrate experience/knowledge in the area of Theatre Nursing as relevant to the role
Essential Skills, competencies and/or knowledge	<p>Candidates must:</p> <ul style="list-style-type: none"> • Demonstrate the ability to lead on clinical practice and service quality. • Demonstrate promotion of evidence-based decision making. • Demonstrate practitioner competence and professionalism. • Demonstrate the ability to plan and organise effectively. • Demonstrate the ability to build and lead a team. • Demonstrate strong interpersonal skills including the ability to build and maintain relationships. • Demonstrate strong communication and influencing skills. • Demonstrate initiative and innovation in the delivery of service. • Demonstrate resilience and composure. • Demonstrate openness to change. • Demonstrate integrity and ethical stance. • Demonstrate a commitment to continuing professional development. • Demonstrate the ability to relate nursing research to nursing practice. • Demonstrate an awareness of HR policies and procedures including disciplinary procedures. • Demonstrate an awareness of relevant legislation and policy e.g. health and safety, infection control etc. • Demonstrate an awareness of current and emerging nursing strategies and policy in relation to the clinical / designated area. • Demonstrate an awareness of the Health Service Transformation Programme. • Demonstrate a willingness to develop IT skills relevant to the role.
Other requirements specific to the post	The successful applicant will be required to work flexibly in response to changing local/organisational/network requirements.
Competition Specific Selection Process Short listing / Interview	<p>Applications should be submitted by completing the hospital's standard job application form. Application forms and full particulars relating to the post are available on St. John's Hospital website, www.stjohnshospital.ie or please click on the link here – or contact the HR department St. John's Hospital.</p> <p>Applications to Human Resources Department, St. John's Hospital. recruitment@stjohnshospital.ie</p>

	<p>Ranking/Shortlisting/Interview</p> <p>A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.</p> <p>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p> <p>Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.</p>
<p>Code of Practice</p>	<p>St. John's Hospital will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, feedback facilities for candidates on matters relating to their application, when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process, and review in relation to allegations of a breach of the Code of Practice.</p> <p>Codes of Practice are published by the CPSA and are available on www.hse.ie in the document posted with each vacancy entitled "Code of Practice, Information For Candidates" or on www.cpsa-online.ie.</p>
<p>The reform programme outlined for the health services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. It is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</p>	

**Terms and Conditions of Employment
Staff Nurse Theatre**

<p>Tenure</p>	<p>The appointment is whole-time and permanent.</p> <p>A panel may be created from which Theatre Staff Nurse permanent and specified purpose vacancies of full or part time duration may be filled in Theatre, St. John's Hospital, Limerick.</p> <p>Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.</p>
<p>Remuneration</p>	<p>The salary scale for this post is in accordance with HSE approved salary scales. 01/01/19</p>

	€29,346; €31,110; €32,171; €33,367; €34,876; €36,383; €37,883; €39,180; €40,480; €41,775; €43,070; €44,343; €45,701 LSI
Working Week	<p>The standard working week applying to the post is: 39 hours</p> <p>HSE Circular 003-2009 “Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016” applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p>
Annual Leave	The annual leave entitlement is in accordance with St. John’s Hospital/HSE approved leave entitlements.
Superannuation	All pensionable staff become members of the pension scheme.
Probation	Employment will be probationary for the first six months, during which time the Department Head will carry out periodic probation assessment reviews. The appointee will cease to hold office at the end of or during the probationary period unless during such period the Hospital has certified that their service is satisfactory
Protection of Persons Reporting Child Abuse Act 1998	This post is one of those designated in accordance with Section 2 of the Protection of Persons Reporting Child Abuse Act, 1998. You will remain a designated officer for the duration of your appointment in this post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. Such officers will, on receiving a report of child abuse, formally notify the Senior Social Worker in the community care area in which the child is living.