

Job Description

Job Title	Nurse Clinical Lead for Health Screening Programme
Department	Health Screening Programme
Reports to	Director of Nursing
Date	October 2014

Overall Purpose of Job

We will provide exceptional patient care in an environment where quality, respect, caring and compassion are at the centre of all we do.

The Nurse Lead for the Health Screening Programme functions in the role of expert clinician and educator in the programme.

The Successful candidate will be accountable for all activities relating to the programme in conjunction with the lead consultant. The role of nurse lead is based on autonomy of practice, in-depth theoretical nursing knowledge, and clinical expertise. The nurse will have a lead role in the delivery of organisational policies, procedures, systems and objectives.

The Health Screening Programme will be a unit within the hospital that will utilise other clinical departments to collect the data in order to perform a health screen for the client. The clinic is a consultant led service with a nurse clinical lead, nursing and administration support.

Key Responsibilities and Deliverables

The post holder will be familiar with and adhere to The Professional Scope of Practice Framework (An Bord Altranais 2000).

- The nurse will be required to provide excellent client centered care to all client/patients who attend the Health Screening programme.
- Overall Operational responsibility for the development of the Health Screening Programme.
- The Nurse will be required to work autonomously in providing specialist assessment, advice and management for client & patients who present to the programme.
- Communicates and liaises with GP's and consultants and relevant departments as required.
- Organises and co-ordinates client & patients appointments for the clinic and testing in conjunction with the administration support
- Communicating of client & patient history and tests results to the consultant.
- Performs specific tests for the client including but not limited to audiology, smear test, phlebotomy, ophthalmology testing, incentive spirometry and ECG.

- Adheres to internal controls and protocols established for the department.
- Maintains patient's privacy and confidentiality of information and records at all times.
- Ensures clients & patients receive individualised care appropriate to their needs.
- Educates client & patient on lifestyle changes that may be required.
- Utilises the nursing process (assess, plan, Implement and evaluate) as it applies to clinical practice, education, competency validation and program development.
- Participates in ongoing clinical and quality programmes.
- Serves as a resource to nursing staff, nursing students, and other health care personnel in the acquisition of knowledge and skills.
- Delivers care within a specified timeframe.
- Overall responsibility for resource management including performance management, productivity and training
- Responsible to keep up to date in relevant competencies specific to the role.
- Be involved in the research and development of health screening.
- Develops and implements educational information pertinent to the, materials and programmes for discharge planning and teaching of healthcare consumers.
- Participates in the development and re-assessment of the business model as required.
- Ensures medical record management is adhered to and monitored.
- Ensures Quality and client safety in all aspects or care provided ensuring JCI compliance.
- Reviews and implements changes as required as per client satisfaction.
- Overall responsibility for clinic management meetings and the communication process.

Managerial Responsibilities

- The timely identification and communication of any issues to the Nurse Manager.
- Effective management of complaints and monitoring of all risk management processes.
- Maintaining an effective interdisciplinary communication processes.

Other Duties and Responsibilities

- Maintains professional appearance at all times.
- Complies with Hospital procedures as outlined in the employee handbook.
- All employees are expected to remain flexible to meet the needs of the hospital, which may include floating to other departments to assist as the patient needs fluctuate.

Person Specification

Qualifications	<ul style="list-style-type: none"> ▪ An Bord Altranais Registered General Nurse licence in good standing.
Experience	<ul style="list-style-type: none"> ▪ Nursing with at least 5 years' experience, practice nurse skills preferred.
Job Specific Competencies and Knowledge	<ul style="list-style-type: none"> ▪ Knowledgeable in Health Promotion. ▪ Act as client & patient advocate. ▪ Works within and understands his or her scope of practice. ▪ Nursing care provided will be based on evidence and up to date research. ▪ Excellent interpersonal and management skills. ▪ Ability to plan, organise and supervise. ▪ Evidence of professional development. ▪ Skills in physically assessing a client, Advanced Health Assessment Module desirable. ▪ Problem solving and critical thinking. ▪ Develop and maintain effective relationships with medical and administrative staff, the clients and any other relevant people or bodies. ▪ Work on their own initiative with problem solving techniques in the decision making process.
Personal Competencies	<ul style="list-style-type: none"> ▪ Excellent computer skills. ▪ Willingness to expand role. ▪ Commitment to continuing professional and leadership development. ▪ All posts in Beacon Hospital require a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required by their manager or hospital management.

This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the Hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.

Job Description received by employee:

Signature

Date

Name (Block Capitals)