

Job Description

Job Title	Orthopaedic Clinical Nurse Specialist
Department	Orthopaedics
Reports to	Orthopaedic Consultants/ CNO
Date	

Overall Purpose of Job

We will provide exceptional patient care in an environment where quality, respect, caring and compassion are paramount.

Responsibilities

1. Performs all duties and responsibilities according to the philosophy and standards of beacon Hospital, embracing the system-wide core competencies which include:
 - a. Making quality patient care and patient satisfaction the number one priority;
 - b. Initiating and participating in performance improvement initiatives;
 - c. Conveying courtesy, respect, enthusiasm and positive attitudes with patients, staff, medical staff and visitors; and
 - d. Maintaining confidentiality at all times.
2. Demonstrates the ability to establish priorities and perform assignments in the allotted time frames while maintaining accuracy and attention to detail.
3. Demonstrates competency in identifying and assessing potential orthopaedic/surgery candidates for patient /family needs re: pre-admission & post-discharge.
4. Collaborates with surgeon in the coordination of patient care.
5. Established processes to initiate/maintain contact with the orthopaedic offices to identify prospective surgical candidates and facilitate a continuum of pre-operative, post-operative and post discharge care.
6. Provides resource and education services about Beacon Hospital Orthopaedic programmes as well as Physiotherapy along with the education on the following topics:

Pre-operative total joint education and coordination of resources

Patients and their families who may be potential candidates for referral

Consultants

Patient Pathway Co-ordinator (PPC)

Social Workers

Nursing Staff

Others who are in a position to benefit from this resource

7. Coordinates and communicates patient information via telephone, fax, etc. while maintaining confidentiality and privacy.
8. Completes documentation and paperwork related to patient assessment accurately and within acceptable timeframe.
9. Must be able to market the Beacon Hospital Orthopaedic programme to interested internal and external referral sources.
10. Works in conjunction with Beacon Hospital staff to facilitate a seamless transition for patients and families to post-acute care
11. Develops and maintains knowledge of the inpatient orthopaedic program and services as that comprise Beacon Hospital.
12. Maintains accurate daily logs of patients referred and complete monthly status report within designated timeframe.
13. Establishes and maintains Beacon Hospital Orthopaedic educational resources. Places and distributes brochures, posters, and other materials as needed.
14. Keeps Beacon Hospital inpatient management, as well as the leadership of PPC and social work services, abreast of patient resource needs and makes recommendations for service improvement.
15. Facilitation of post acute care discharge planning and referral.
16. Other related duties as assigned.

Clinical Responsibilities:

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

The post holder will partake in the **Total Quality Management** processes thereby contributing to:

- The identification of quality/policy/guideline issues
- The evaluation of current practices to best practice
- The setting of standards utilising structure, process and outcome
- All hospital, regional and national audit processes
- The Hospital Wide Accreditation Cycle

- Health Promotion initiatives.

Personal / Professional Responsibilities:

The post holder is expected to

- Attend in a timely manner all mandatory education sessions
- Maintain a professional portfolio.
- Ensure their professional and personal persona positively reflects the profession of nursing and Beacon Hospital.
- Identify potential and beneficial topics for nursing research
- Utilise all practical opportunities to educate the patient and their families.
- Attend *appropriate* study days/courses.
- Be a preceptor and or supervisor to students/newly appointed staff
- Participate in their performance review with their direct reports

Educational Responsibilities:

- Develop teaching skills and participate in the planning implementation of orientation and teaching programmes for student nurses in the clinical setting.
- Contribute to the identification of training needs pertinent to the clinical area.
- Identify and contribute to the continual enhancement of learning opportunities in the clinical area.
- Participate in the clinical induction of all new nursing and support staff.
- Develop leadership ability in order to act as an effective role model.
- Assume responsibility for own learning and development needs.

Other Duties and Responsibilities

- Utilizes effective time management skills.
- Maintains professional appearance and dress code.
- Complies with guidelines for absence or tardiness
- Attends staff meetings, reads email and other postings.
- Attends all required in-services.
- 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
- Wears Identification badge when working.
- Reports accidents/incidents, complaints to the Nurse Manager or her Deputy
- Participate in regular staff meetings to ensure that information is disseminated and issues discussed.

Person Specification

<p>Experience (Amount and Type)</p>	<ul style="list-style-type: none"> • Five years clinical experience preferred with a recognized qualification to Higher Diploma level in Orthopaedics • Candidates must possess teaching abilities, leadership qualities, professional judgment, critical thinking and problem solving abilities, and a sense of professional development. Must demonstrate multi-tasking ability. • The employee, must speak, read and write grammatically correct English. • Utilizes effective time management skills
<p>Job Specific Competencies and Knowledge</p>	<p>Teamwork</p> <ul style="list-style-type: none"> • Demonstrate ability to work as part of a multi-disciplinary team. • Demonstrate motivation and an innovative approach to job. <p>Communication & Interpersonal Skills</p> <ul style="list-style-type: none"> • Demonstrate effective communication skills including the ability to present information in a clear and concise manner. • Demonstrate an understanding of change management <p>Planning and Organising</p> <ul style="list-style-type: none"> • Demonstrate evidence of effective planning, organising and time management skills • Demonstrate flexible approach – to internal rotations, rostering. <p>Knowledge</p> <ul style="list-style-type: none"> • Demonstrate evidence of recent and relevant experience in the specialised area and in an acute hospital setting. • Demonstrate knowledge of new developments in specialised area. • Demonstrate knowledge of national strategies where appropriate to nursing care <p>Patient/Customer Focus</p> <ul style="list-style-type: none"> • Demonstrate a focus on quality • Demonstrate evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect.

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