



JOB DESCRIPTION:	RGN/RMN to work in a 30 bedded home for older people with a functional mental illness.
BASE	The Hamlets Nursing Home, Merseyparks, 99 Mill Street Liverpool, L8
RESPONSIBILITIES:	To assist in the day to day running of a home for thirty older people with a functional mental illness.
SALARY:	£19.50 with 5.6 working weeks' holiday (including bank holiday allowance) plus additional payment for on call. Annual NMC Registration fee and annual subscription to NT Portfolio to assist with 3 yearly NMC revalidation will be added to the salary.

The home is an integral part of a network of services provided by Age Concern Liverpool and Sefton and all staff are expected to participate in and benefit from other Age Concern activities.

The RGN/RMN:

1. Will be accountable to the Home Manager to assist in the efficient day-to-day running of the home to a standard set by the Care Quality Commission, Age Concern Liverpool and Sefton or any other regulatory authority.
2. Will ensure, through a team including employees, volunteers, guardians, advocates and representatives from statutory and non-statutory organisations that each service user lives in a home environment which fosters security, personal dignity and privacy.
3. Will foster an environment that promotes the individual care of service users.
4. Will assist in the maintenance of personal records on each service user.

5. Will act as Key worker to a group of residents. Develop person centred care plans and risk assessments with the service users, the multi-disciplinary team and the families.
6. Will review care plans and risk assessments each month and if there are any changes.
7. Will assist in the administration and safe-keeping of drugs for which the home has taken responsibility and the maintenance of necessary records.
8. Will be involved with staff and residents in the day-to-day running of the home including personal care, health and safety and infection control.
9. Will be involved in supervisions for care/domestic staff
10. Will ensure that each service user has the opportunity to develop their skills and abilities through guidance, education and social support to maximise their personal independence.
11. Will actively participate in staff meetings, service user's meetings and staff training as required.
12. Will act at all times within the policies and procedures of Age Concern Liverpool & Sefton.
13. Will be required, in the absence of the Home Manager to be responsible for the efficient day-to-day running of the home to a standard set by the Care Quality Commission.
14. Will participate in the 'on-call' rota with other nursing staff
- 15.. Will carry out any other duties as required by the Chief Executive of Age Concern Liverpool & Sefton

This post is subject to a satisfactory Enhanced DBS Disclosure

Age Concern Liverpool & Sefton Person Specification

Item No.		Method of Assessment: AF – Application Form A – Assessment I – Interviews
	Essential Skills / Experience / Qualifications	
1	RGN or RMN with a minimum of 1 year experience.	AF
2	Experience and knowledge of dealing with nutritional issues that affects elderly people.	AF, I
3	Experience of working with older people	AF, I
4	Enthusiastic with the ability to motivate others.	AF, I
5	Flexible approach to working.	AF, I
6	Knowledge and experience of the health issues associated with ageing.	AF, I
7	Knowledge of mental illness	AF, I
	Desirable Skills / Experience / Qualifications	
8	Knowledge of CQC, and national minimum standards	AF
9	Computer literate.	AF, I
10	Experience / knowledge of general medical conditions i.e. diabetes, asthma, heart disease, etc	I
11	Experience of conducting staff supervisions	I
12	First Aid certificate	AF