

# Job Profile

## Registered Nurse



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Job Details	
Location:	HM Prison Erlestoke - Devizes, Wiltshire, SN10 5TU
Reports to:	Clinical Nurse Manager
Contract Type:	Permanent
Hours:	Full time – 37.5 hours per week
Pay Range:	£25,000.00 - £34,000.00 per annum (pro rata) Enhanced rates of pay for unsocial hours
Other:	NHS Pension NHS Length of Service recognition for annual leave Bike Scheme and Tech Scheme Confidential employee counselling service Bank worker pool sign-up option

### About Us

Hanham Secure Health Ltd (HSH) is contracted to deliver the physical healthcare provision at HM Prison Erlestoke; this comprises nursing, advanced clinical practice and GP services, all of which come together to provide high quality planned primary care and urgent/acute care and clinical substance misuse support services. The HSH team works alongside the Avon & Wiltshire Mental Health Partnership NHS Trust (AWP) mental health team within the prisons.

HSH is a private healthcare company owned by shareholders with lengthy experience and knowledge in the offender health sector. HSH offers rates of pay and employment benefits comparable to NHS schemes that many healthcare workers will be accustomed to. HSH prides itself on being a **family friendly** and **equal opportunities** employer.

HSH **strives to deliver continuity and equivalence of healthcare services to patients across the secure estate and maintains** an ethos that "if you invest in, motivate and develop your workforce, your workforce will be encouraged and enabled to invest in and take care of your service". We achieve this through our five core values:

- » **Collaborate** - Strive to deliver excellence through the supportive exchange, sharing and inspiration of aims, goals, ideas and best practice.
- » **Make a difference** - Enable everyone to make a difference - big or small - through advocacy, challenging what is not right, leading by example and taking responsibility.
- » **Improve** - Embrace new, innovative and creative ways of working through a culture that supports change, promotes learning and celebrates development.
- » **Have integrity** - Embody a culture of honesty, transparency, fairness, inclusion, respect, compassion and

caring through individual and shared accountability.

- » **Put people first** - Adopt a person-centric approach in all areas through effective communication, engagement, recognition, reward and by valuing every patient and believing in every employee.

## Job Summary

The role of Registered Nurse will work within the Physical Healthcare team to provide a range of primary care services and unplanned emergency care to the adult male patients at HMP Erlestoke.

Previous experience of working within a secure environment or a mental health setting is not required and the successful candidate will receive robust induction and training, as well as on-going training, supervision and mentoring. HSH supports and promotes further learning, development and, where possible, promotion, tailored to individual needs and preferences.

The success of this role relies on strong clinical skills, effective communication, the ability to work effectively within a team and on own initiative, as well as a willingness to be flexible and to adapt.

The role includes access to highly sensitive information and the post holder should, therefore, ensure that they conduct their work with the strictest confidence and comply with information governance, data protection and record keeping policies at all times.

## Essential Criteria

<b>Qualifications &amp; Experience:</b>	<ul style="list-style-type: none"><li>» Valid, up-to-date professional registration with the relevant professional body (e.g. GMC, NMC, HCPC etc.)</li><li>» Basic Life Support (BLS)</li><li>» Evidence of continued professional development post-registration</li><li>» Experience of working within a multi-disciplinary team</li><li>» Experience of decision making</li><li>» Experience of working within primary care and/or delivering primary care services</li></ul>
<b>Knowledge:</b>	<ul style="list-style-type: none"><li>» Awareness and understanding of NICE guidelines and relevant codes of clinical practice and codes of conduct</li><li>» An understanding of the structure for the delivery for primary health care services</li><li>» Awareness of national public health and NHS strategies affecting healthcare services</li><li>» Awareness of clinical governance and its application, with particular attention to clinically effective practice, clinical audit and risk management</li><li>» Awareness of up-to-date safeguarding policies and procedures for adults and children</li><li>» Awareness of the Mental Health Act (1983) and National Service Framework for Mental Health</li><li>» A strong understanding of the Care Quality Commission (CQC) key lines of enquiry</li><li>» A strong understanding of and adherence to Data Protection, Information Governance and Confidentiality regulations, in accordance with national legislation, local policy and relevant codes of conduct</li></ul>
<b>Skills:</b>	<ul style="list-style-type: none"><li>» Competence and confidence in autonomous working, critical thinking and evidence based clinical decision making</li><li>» An ability to build and maintain good relationships with colleagues and to work effectively as part of a team</li><li>» Ability develop strong and effective interface between the physical health and mental health services</li><li>» Diplomacy and an ability to avoid and manage conflict</li><li>» Awareness of the limitations of own competencies and a willingness to undertake further learning and development to enhance these</li><li>» Strong record keeping competencies and compliance with local record keeping policy</li></ul>

	<ul style="list-style-type: none"> <li>» Good organizational skills to support the smooth running of the physical health service</li> </ul>
<b>Qualities:</b>	<ul style="list-style-type: none"> <li>» A strong commitment to the delivery of quality and safe healthcare</li> <li>» A warm, person-centred approach to caring for patients with significant mental illness</li> <li>» Honesty, decency and probity at all times</li> <li>» Respect for the privacy and dignity of all patients and colleagues at all times</li> <li>» An interest in working within a busy, challenging and changing environment</li> <li>» An interest in health promotion through lifestyle modification and a commitment to working on quality improvement projects to achieve this aim</li> </ul>

## Key Responsibilities

<b>Specific:</b>	<ul style="list-style-type: none"> <li>» Maintaining professional registration in line with requirements of the relevant professional body (e.g. GMC, NMC, HCPC etc.)</li> <li>» Delivering and supporting in the delivery of clinical service provision, within the scope of clinical competence and training, including: <ul style="list-style-type: none"> <li>» Long-term condition reviews</li> <li>» General health checks and NHS health checks</li> <li>» Screening services</li> <li>» Immunisation and vaccination</li> <li>» Planned and acute wound care</li> <li>» Health promotion and well-being initiatives</li> <li>» Triage patients and signposting / referring as per local pathways</li> <li>» Assessment and treatment of acute injury and/or illness</li> <li>» Responding to medical emergencies</li> <li>» Basic life support</li> </ul> </li> <li>» Undertaking comprehensive assessments of the patient's needs, including capacity and risk assessment, as appropriate</li> <li>» Administering medicine within the guidelines of the relevant professional body (e.g. GMC, NMC, HCPC etc.) to ensure safe practice, where required</li> <li>» Support in the delivery of a range of prescribed treatment programmes and/or interventions to support the number of patients on the substance misuse caseload; appropriate training will be provided</li> <li>» Supporting patients to manage their own health and promoting self-care</li> <li>» Assisting the social care provider with some social care activities, where required and appropriate</li> <li>» Facilitating telemedicine consultations for patients to reduce the volume of external hospital appointments</li> </ul>
<b>General:</b>	<ul style="list-style-type: none"> <li>» Working under the direction of senior staff to deliver and constantly strive to improve services delivered by the organisation</li> <li>» Assisting senior staff in the development, implementation and review of policies, protocols and standard operating procedures, within own scope of knowledge and competency</li> <li>» Promotion and support of multidisciplinary and interagency working throughout the delivery of healthcare, understanding the contribution of others in the wider secure setting system</li> <li>» Adherence with national and local key performance indicators</li> <li>» Contributing to strategies designed to promote and improve health and to prevent disease, working proactively and collaborating with other agencies</li> <li>» Identification of issues pertinent to the patient population and advocacy on their behalf, to promote health and well-being</li> <li>» Participation in patient feedback processes to support service improvement</li> </ul>

- » Participation in clinical audits to support service improvement and to comply with national and local requirements
- » Ensuring that all services and care is delivered in an effective and timely manner, in accordance with the organisation's contractual obligations and with patient needs
- » Participation in supervision and continual performance development reviews to ensure high quality nursing care
- » Participation in providing emotional support and debriefing colleagues following incidents and emergencies
- » Participation in the process of positively supporting and inspiring colleagues within the service to improve standards and quality and to develop professional practice
- » Participation in the recognition of and appropriate action on ethical and legal issues which have implications for clinical practice
- » Awareness of and action on procedures in place to protect vulnerable individuals
- » Participation in local processes for identifying self-harm and suicide risk
- » Reporting risks and incidents in accordance with organisational policy, in support of a transparent, blame-free and shared learning culture
- » Reacting to and reporting any threat to the security/safety, or indication of threat to the security/safety, of the establishment or any group or individual, in accordance with hospital protocol
- » Compliance with hospital orders, procedure, instructions and security requirements
- » Promoting and supporting effective links with relevant health and well-being services in the community, in support of continuity of care
- » Treating all patients as individuals, respecting their privacy and dignity at all times
- » Understanding and adhering to all Organisational policy, protocol and procedure at all times and to the expected standards of the Organisation
- » Attending multidisciplinary team meetings and care planning reviews to provide input and advice on physical health concerns
- » Undertaking such other duties as appropriate to the needs of the organisation

**In light of the changing needs in secure healthcare, this job description could be subject to change in the future.**

## Learning and Development

Hanham Secure Health Ltd is committed to providing a high-quality service through the effective management and development of its employees. Learning and development, training, appraisal and supervision policies and processes support the organisation in achieving its key aims of delivering cost effective, high quality and responsive healthcare, whilst enabling employees to understand how the outcome of their contribution fits within these overall aims. All employees are expected to participate fully in the training, learning and development and appraisal processes and to comply with the relevant policy.

## Equality and Diversity

It is the responsibility of all employees to support the Hanham Secure Health Ltd vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment and to manage, support or comply through the implementation of the organisation's equality and diversity strategies and policies.

## Health and Safety

It is the responsibility of all employees to work with managers to achieve a healthy and safe environment and to take reasonable care of themselves and others. Specific individual responsibilities for health and safety, if

applicable to this role, will be outlined under the Key Responsibilities section.

## Information Governance and Data Protection

Employees of Hanham Secure Health Ltd have access to information that is sensitive to either an individual or to the organization. In accordance with the requirements of **Information Governance, NHS Code of Confidentiality, General Data Protection Regulation, Data Protection Act (2018)** and the terms and conditions of employment, all employees have a duty to process this information judiciously and lawfully; failure to do so may result in disciplinary action.

## Rehabilitation of Offenders Act (1974)

This post is subject to an exception order under the provisions of the **Rehabilitation of Offenders Act (1974)**. This stipulates that all previous convictions, including those that are 'spent', must be declared. Previous convictions will not necessarily preclude an individual from employment within Hanham Secure Health Ltd but must be declared in writing at the appropriate stage during the recruitment process.

<https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

## Policy

This post is subject to Hanham Secure Health Ltd policies and employee handbook. Copies of these policies will be available upon commencement of employment or upon request prior to employment.

## Further Information

### About Hanham Secure Health:

Hanham Secure Health (HSH) is a private healthcare company that delivers NHS commissioned primary healthcare services to patients within secure establishments, including prisons, secure children's home and secure mental health hospitals.

Find out more: [www.hanhamsecurehealth.co.uk](http://www.hanhamsecurehealth.co.uk)

Read what our employees say: <https://www.hanhamsecurehealth.co.uk/work-with-us/ouremployees/>

### About HM Prison Erlestoke:

HMP Erlestoke is the only prison in Wiltshire and is situated in the village of Erlestoke, near Devizes. It was originally created as a country house; built by Joshua Smith, an MP for Devizes, back in the late 18th century. After being damaged in a fire in the 1950s, it was converted into a prison.

HMP Erlestoke is a category C adult male prison with a capacity of around 500. It has a focus on reducing reoffending by preparing inmates effectively for their release.

Find out more: <https://www.gov.uk/guidance/erlestoke-prison>