



### **JOB DESCRIPTION**

<b>JOB TITLE:</b>	<b>Treatment Room Nurse</b>
<b>REPORTS TO:</b>	<b>Lead Nurse (Clinical issues) &amp; Responsible to: Lead Nursing Partner</b>
<b>HOURS:</b>	<b>37.5 per week</b>
<b>SALARY:</b>	<b>Depending on skills and experience</b>

#### **1. Job Summary:**

To provide nursing care to patients in participation with GP's or independently, working to agreed protocols. Required skills (or a willingness to be trained) may include the following (but this list is not exhaustive):

- Vaccinations (with additional paediatric vaccination certification an advantage)
- Wound care management (including compression bandaging, in line with current evidence-based guidelines)
- Ear irrigation
- Routine immunisations and vaccinations given under a Patient Group Direction
- Cervical Screening
- Management of Long-Term Conditions such as asthma, Chronic Obstructive Pulmonary Disease (COPD), diabetes
- Contraceptive pill checks / sexual health

#### **2. Other Duties and Responsibilities:**

- Provide emergency care to patients as necessary and attend annual Basic Life Support and Anaphylaxis training
- Chaperoning and assisting, where appropriate, patients who are being examined
- Undertake the collection, storage and dispatch of pathological specimens including intravenous blood samples, swabs, smears etc and ensure the cleanliness of any equipment used, as per policy

- Assisting in the implementation and management of appropriate health and safety and infection control policies, as defined in local and national policies
- Contributes to management of stock and ordering stock where required
- Contributes to management of medicines and vaccines as per policy
- To recognise and appreciate that people, both colleagues and service users are different and to act in ways that are consistent with their needs and preferences
- To ensure that all mandatory training is completed as appropriate and does not become outstanding

<b>Person Specification</b> <b>Treatment Room Nurse</b>		
	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Registered Nurse with current NMC PIN</li> <li>• Evidence of continuing professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Qualifications and experience in the management of Long-Term Conditions such as asthma, COPD and diabetes</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working in teams within a clinical setting</li> <li>• Willing to undertake training relevant to the position</li> <li>• Accountable to own professional development and performance and act as a role model to others</li> </ul>	<ul style="list-style-type: none"> <li>• Experience within a Primary health care setting</li> <li>• Experience in resource/medicine management</li> <li>• Experience of using Microsoft office eg. Word, Excel</li> <li>• Use of clinical systems software e.g. EMIS</li> <li>• Experience working with Patient Group Directions</li> <li>• Experience in mentoring student nurses</li> </ul>
<b>Skills &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills and the ability to work independently and as part of the wider multi-disciplinary team</li> <li>• Enthusiastic and motivated to learn new clinical skills where currently not trained</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of clinical governance issues in Primary Care</li> <li>• Knowledge of the local and national health policy and the wider health economy</li> </ul>

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**Marksbury Road Surgery**  
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**Partner Chair** Dr Dolly Weil **Executive Partner** Patrick Durant **Clinical Director** Dr Andrew Platt

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<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Good time management with the ability to organise daily tasks and prioritise time sensitive tasks</li> <li>• Able to deal with change in a rapidly changing environment</li> <li>• Personable and approachable</li> <li>• Hard working, reliable and resourceful</li> <li>• Trustworthy and reliable</li> <li>• Accountability of own role within a nurse-led service</li> <li>• Able to build effective working relationships at all levels</li> </ul>	
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