



Role profile

Job Title	Residential Services Lead Nurse – Inpatient Detoxification Unit
Department	Residential Services
Base Location	Hafan Wen – Wrexham Maelor Hospital Site
Hours of Working	37.5 hrs over 7 days – working a 24/7 shift pattern
Salary Banding	£37,192 - £38,307 per annum – inclusive of shift and holiday working

Accountable To	Director of Clinical & Therapeutic Services – Responsible Person
Reports To	Residential Services Director Residential Services Manager - Hafan Wen
Line Management Responsibility	No line management direct reports Delegated supervision of Nurses, Recovery Workers and other staff as Nurse in Charge on shift.

Purpose of the role

Provide clinical and operational leadership and oversight leading a team of Nurses and Recovery Workers within Hafan Wen as the (shift) Nurse in Charge. As a lead clinician, contribute to the drafting of clinical guidelines and procedures for the Residential Services Directorate.

As a member of the Residential Services Leadership Team, contribute to the development, implementation, evaluation, and monitoring of best practice based on the latest therapeutic theories and concepts in the addictions and substance misuse fields.

Dimensions of the role

Role accountability

The role holder is responsible for the efficient and effective running of a shift and for reporting, by exception to the Residential Services Manager.

Hafan Wen Management Group

The Hafan Wen Management Team is co-ordinated by the Residential Services Manager and consists of two Residential Services Lead Nurses, Nurse Prescriber and other nominated personnel as required.

The Management Team will work together to deliver the overall residential services strategy and objectives to deliver excellent patient care as indicated by the designated performance targets.

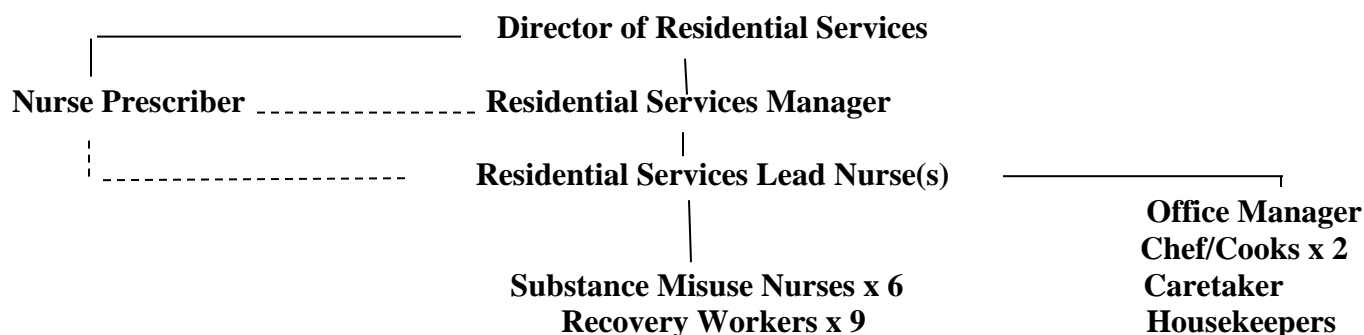
Functional accountability

The role holder will have direct access support and guidance from the Residential Services Manager at Hafan Wen to ensure that the unit operates within internal and external policy and procedure(s) and other regulatory frameworks.

An Independent Nurse Prescriber gives overall clinical advice and guidance to the Hafan Wen Team.

The Hafan Wen Team

The below organization chart depicts the roles that relate to this one:



Total posts = 25

The Residential Services Lead Nurse, Substance Misuse Nurse and Recovery Worker roles operate a 24/7 shift pattern.

Annual turnover and bed occupancy

Hafan Wen has been operated by CAIS, a registered not-for-profit charity, for over 20 years. CAIS is one of the leading providers of residential treatment in the UK, successfully treating some 1,000 patients per year across 3 facilities, and has a strong history spanning over 40 years of supporting the most vulnerable people in society. Hafan Wen is Wales' only inpatient medically managed detoxification unit, with 25 beds is the prime provider for complex needs residential addiction treatment in both North Wales and the North West of England.

Accounting for over 10% of CAIS' annual turnover, Hafan Wen provides an opportunity for the right candidate to contribute to the development of the service, embedding quality business principles, ensuring compliance and supporting people to live a life free of addiction.

Key areas of focus and expected outcomes of the role

Development and delivery of a clinical & therapeutic service

Working alongside other Clinical and Therapeutic staff within Residential Services, contribute to the development, implementation, and monitoring of all clinical and therapeutic interventions at Hafan Wen.

Research and implement best clinical practice connected with substance misuse treatment(s) that aid the patient's detoxification recovery plan.

Maintain the therapeutic relationship with the patients, taking a proactive approach, supervising and supporting other in the team.

Plan clinical activity in accordance with the needs of the patient group taking an active role in the clinical programme including facilitation of specific group activities and / or individual interventions. Ensure the quality of patient care is akin to the expected standards as directed by internal and external regulatory and care bodies providing evidence of said care.

Promote a positive nurse patient relationship and engage with cares/relatives as appropriate.

Administer and manage medicines according to policy and protocol.

Take prompt action on changes in condition, liaising with other members of the clinical team where necessary, reviewing nursing care and communicating any amendments to the care plan.

In the absence of the Registered Manager, oversee the provision of pre-admission planning and post treatment support and the co-ordination of effective recovery plans and contingency plans on exit from treatment.

Clinical Governance

Implement quality improvement measures underpinned by The Clinical Governance Framework and obligations in relation to regulatory compliance and associated legislation conducting a programme of quality audits that feed into the continuous improvement of the Unit.

Provide evidence of compliance with The Healthcare Inspectorate Wales and submit necessary documentation and evidence for inspection as required that ensures all aspects of service delivery meet minimum care standards and regulatory bodies expectations.

Contribute to the development and co-ordination of auditing systems and processes relating to treatment and quality and lead on quality improvement initiatives.

Health & Safety

Act as the responsible person on shift in all aspects of health and safety by maintaining risk assessments, safe operating procedures and employee health, safety and welfare.

Staff Supervision & Resources Planning

Provide direction and embed a culture of coaching and mentoring to all staff in accordance with CAIS Continuous Professional Development (CPD) Policy and Learning & Development Academy.

As the Nurse in Charge, provide direct supervision of the shift team ensuring all allocated clinical and therapeutic interventions are delivered in accordance with our statement of purpose.

Inform the workforce plans to ensure the unit is properly resourced in accordance with minimum staffing levels and planning for unplanned absences.

Act as a role model by motivating other staff to promote positive values. Challenge inappropriate behaviour and negative attitudes. Implement the requisite actions on the continuous improvement feedback cycle including regular supervision meetings and staff appraisal.

Respond to complaints, informally resolved if possible and/or escalate to Residential Services Manager if not resolved and/or the gravity of which required this.

Act as a preceptor to newly qualified nurses assisting in the identification of objectives and provide on-going support and supervision throughout the preceptorship period.

Review and undertake clinical and managerial supervision in accordance with CAIS policies at regular interviews to discuss work methods and techniques. Evaluate clinical effectiveness and practice.

Other management responsibilities

Maintain bed occupancy levels by assisting with the promotion and marketing of services and act as brand ambassador for Hafan Wen.

Lead in the development of clinical and nursing practices culminating in approved policies and procedures that meet the requirements of the HIW guidelines, Regulatory Frameworks and overall CAIS clinical aims and objectives.

As a practitioner, carry a caseload and deliver keyworker sessions and therapeutic Interventions as appropriate to service need and professional development, updating patient records as required.

Professional

- Participate in the CAIS continuous learning, development and appraisal process
- Maintain professional accreditation as appropriate to role
- Build professional profile by networking with key stakeholders
- Attend training provided, organised or arranged by CAIS
- Operate within and observe CAIS policies and procedures as amended and updated
- Represent CAIS at external meetings and events to the highest standards being accountable for sharing the acquired knowledge with the Residential Services Team as appropriate
- Acquire and attain the best knowledge in relation to evidence-based practice keeping abreast of external market forces that influence the sector.
- Be fully conversant and always uphold the Nursing and Midwifery (NMC) Code of Professional conduct acting in accordance with:
 - Midwifery and Nursing Council Code of Professional Practice 2015
 - Scope of Professional Practice
 - Standards for Medicines Management 2008
 - Guidelines for Records and Record Keeping 2015
 - Re-validation from 2016

This role profile provides a framework in which duties may be carried out. However, it may be necessary to make alterations and adjustments from time to time to meet the needs of the service.

Person Specification for Residential Services Lead Nurse – Hafan Wen

	<u>Essential</u>	<u>Desirable</u>	<u>Method of Assessment</u>
Qualifications	<p>Current NMC Registration as RMN/RGN/RNLD</p> <p>Evidence of recent CPD</p>	<p>Specialist qualification to degree level</p> <p>Independent/supplementary Prescribing</p> <p>Leadership/Management qualification</p>	<p>Provision of qualification(s) certificates</p> <p>Application form</p>
Experience	<p>Proven experience post registration</p> <p>Evidence of working with a similar sector within the substance misuse, health care, therapeutic or addictions fields</p> <p>Work under pressure using own initiative</p>		<p>Application form</p> <p>Assessment/Interview</p> <p>References</p>
Skills	<p>Effective and influential communication skills</p> <p>Ability to motivate a team</p> <p>Plan and organise own and others' work schedules to meet deadlines</p> <p>Contribute to the creation and implement continuous improvement cycles</p> <p>Well versed knowledge of Microsoft Office and other databases and able to extract, interpret and re-present reports into a meaningful presentation for a range of audiences</p>	<p>Conversant in spoken and written in the Welsh Language</p>	<p>Application form</p> <p>Assessment/Interview</p> <p>References</p>
Knowledge	<p>Sound knowledge of care coordination, discharge</p>		<p>Application form</p>

	<p>procedures and the Mental Health Act as well as other legislation applicable to Mental Health Human Rights Act.</p> <p>Awareness of current key developments and research base in the Substance Misuse field</p> <p>Information technology</p> <p>Knowledge of key legislation such as Health & Safety, Mental Health Act, Misuse of Drugs Act, Human Rights Act and Access to Information Act.</p> <p>Knowledge of other key practices such as Integrated Care Pathway Processes, Clinical Governance, Service User Involvement, Safeguarding Vulnerable Adults, Inspectorate Wales Regulations and Minimum Care standards</p>		<p>Assessment/Interview</p> <p>References</p>
Personal Qualities:	<p>Motivational</p> <p>Empathic</p> <p>Flexible</p> <p>Reliable</p> <p>Pro-active</p>	Established networks within substance misuse field.	<p>Interview</p> <p>References</p>
Other Relevant Requirements:	Be flexible in working hours to suit the needs of the service	Full driving licence	

Date Prepared: 30th October 2020 (updated 21st January 2021)

Prepared By: Leon Marsh – Director of Residential Services