|  |  |
| --- | --- |
| **Job Title:** | **Clinical Lead** |
| **Reports To:** | **General Manager** |

|  |  |
| --- | --- |
| **Job Summary:** | As a Clinical Lead you have responsibility for leading a team of care staff to ensure  the delivery of an excellent standard of clinical care, which promotes independence, dignity and  positively enhances the well-being of individuals in our care. |

|  |
| --- |
| **Role Responsibilities:** |
| * Provide residents with the highest standards of clinical care, supporting the wider team in the delivery of person centred care, including personal care. * Provide clinical leadership and mentoring to a team of qualified and unqualified care staff, including induction of new team members; ensuring the delivery of excellent standards of person centred care to residents. * Responsible for overseeing safe systems for ordering, administering, storing, auditing and disposal of prescribed medications for residents. * Demonstrate knowledge and competence in support of the management team by implementing all policies, procedures and business objectives. * Oversee and actively participate in the person centred care planning process, by implementing, continuously developing, evaluating and reviewing plans through routine clinical assessment or the changing clinical needs of individual residents. Communicating of changes to the wider team and management. * Manage and participate in the rota, to ensure clinical support is available at all times * Ensure the environment is maintained to a high standard including shared areas; ensure areas are decorated as rooms become vacant and that the whole environment is checked regularly to achieve the desired standards. * Contribute fully to team working, responding positively to colleagues and acting upon all reasonable work instructions promptly. Communicating effectively to the wider team, including multi-disciplinary teams, handovers, team meetings, actively contributing to ensure the well-being of all residents. * Take reasonable care of equipment used to carry out tasks, including general cleanliness and advising on any faults or the need for maintenance or replacement. * Practice safe systems of work across the range of tasks and in particular moving and handling of loads, by assessing risk and having due regard for personal safety and the safety of residents, visitors and staff. * Understand personal responsibilities with regard to Health and Safety at Work legislation, particularly in relation to moving and handling of residents and fire safety and evacuation procedures. * Take an active interest in your personal and professional development by, contributing to supervision and appraisal meetings, attending team meetings, training and maintaining knowledge of current best practice and clinical developments. * Contribute to the personal and professional development of colleagues by, undertaking supervision and appraisal meetings, organising, attending and leading team meetings, and identification of training needs. * Develop positive professional relationships with residents, visitors and colleagues. * Adhere to all company and local policies/procedures, alongside acting in accordance with regulatory codes of practice and legislation (e.g. NMC, CQC)   **This is not intended as an exhaustive description of duties and responsibilities and may be amended following consultation with the jobholder.** |

|  |  |  |
| --- | --- | --- |
| **Person Specification:** | | |
| **Experience** | **Essential/Desirable** | **Assessment** |
| NMC registered, Registered Nurse | E | Application form / NMC check |
| Demonstrative experience of clinical practice | E | CV |
| Demonstrative experience of leading staff and acting responsibly in the absence of the manager | D | Experience & interview |
| **Knowledge/Skills & Abilities** |  |  |
| Demonstrate a commitment to continuing professional development | E | Application form / interview |
| Working knowledge of current regulatory requirements and legislation | E | Interview / references |
| Ability to communicate effectively both verbally and in writing. | E | Application form / interview |
| Demonstrate effective interpersonal skills to lead staff when delivering care, care planning and record keeping | E | Interview / references |
| Demonstrate a knowledge of Health & Safety, particularly moving and handling techniques, fire safety, acting in an emergency & COSHH | D |  |
| Have a positive attitude to developing staff and enhancing well-being of residents | E | Application form / interview |
| Able to be adaptive and flexible to cover a range of responsibilities | E | Interview |
| Working knowledge of current IT systems and software relevant to care homes | E |  |
|  | | |
| Values – I am fully committed to being:   * Caring * Supportive * Honest * Respectful * Accountable | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Agreement: | | | |
| **Employee Signature:** |  | **Date:** |  |
| **Manager Signature:** |  | **Date:** |  |