



DUTY STATION : C-CARE IHK
DEPARTMENT : NURSING – IPD2
POSITION : REGISTERED NURSE
REPORTS TO : UNIT MANAGER
INTERFACES WITH : T/LEADERS, NURSES, DOCTORS, SPECIALISTS, PATIENTS & OTHER STAFF

OVERALL JOB PURPOSE

- Provide a safe environment for patient care,
- Treat and educate patients about their medical conditions,
- Provide advice or emotional support to patients and their family members,
- Record and document in patients notes,
- Operate medical equipments such as suctioning, oxygen administration, ECG etc
- Administer medications and treatments as prescribed,
- Help patients with rehabilitation and assist medical doctors with various tasks &
- Involve self in establishing and maintaining standards of practice as per IHK requirement and ensure effective communication within the multidisciplinary team.

JOB REQUIREMENTS AND COMPETENCIES

- Registered with the Ugandan Nurses and Midwives Council & holds current practicing licence for Nursing.
- One year working experience as a nurse, (***desirable***).
- Effective problem-solving and decision-making skills.
- Excellent verbal and written skills.
- Excellent interpersonal skills with all the multi-disciplinary team, patients and relatives.
- Competent knowledge and skills with in critical care.

GENERAL JOB RESPONSIBILITIES

- Act always in such a manner to promote and safeguard the interest and well being of patients and clients
- Perform all nursing duties in accordance with the UNMC RN levels while adhering to all IHK policies & procedures
- Perform routine nursing care to assigned patients, always giving a complete and thorough report on patient status at end of shift/assignment.
- Consult and coordinate with health care team members to assess, plan, implement and evaluate patient care plans.
- Communicate with all staff, patients, and families with excellent written and verbal skills. Ensuring all forms of communication are used effectively in the interest of patient care
- Role modelling excellence in nursing practice, sharing a broad base of clinical nursing knowledge and contributing to the development and maintenance of standards of practice within IHK/IMC.
- Accepting responsibility for own professional development and consistently seek educational tools in order to broaden knowledge base of various age groups, diseases and best practices.
- Maintenance of a safe and acceptable environment for patients and staff and taking appropriate action to ensure this
- Reporting incidents/ accidents/ complaints to the nurse in charge. Be familiar with the incident report form and

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complete the process

- Act in a supportive role to the Senior Staff nurse/in charge and to accept appropriate delegated responsibilities.
- Identifying and promoting opportunities for service improvement through quality initiatives and/or innovative practice, which will enhance patient outcomes.
- Contribute to an active learning environment by teaching, supervising and facilitating staff
- Any other duties that may from time to time be assigned.
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SPECIFIC JOB RESPONSIBILITIES

- Attend unit hand-over
- Provide direct patient care, administering treatment as prescribed and taking vital signs.
- Monitor patient progress and identifies any changes in status, acting on those changes to insure patient comfort and safety.
- Record and report symptoms and changes in patients' conditions and vital signs
- Maintain accurate, detailed reports and records by documenting as per IHK standards
- Provide patient teaching and families according to plan of care
- Directly work with the medical officer and ensure that patient has been reviewed and new instructions promptly followed.
- Monitor all aspects of patient care, including diet and physical activity.
- Prepare patients for, and assist with, examinations and treatments.
- Direct and supervise less skilled nursing/health care personnel.
- Wear appropriate & accepted uniform as per IHK nurses uniform policy
- Supervise the team in the unit on shift as assigned.
- Be punctual and dependent for assigned/confirmed shifts
- Dispose waste as per the given guidelines – infection control
- Attend scheduled unit CMEs as per the unit standard

EQUIPMENT AND MACHINERY

- Be familiar with the inventory processes for equipment on the various nursing departments and have the ability to spot-check for compliance by nursing staff as assigned
- Be familiar with ISO standards regarding equipment repair procedures

SYSTEMS/ TECHNOLOGY

- Working use of Microsoft word, Microsoft excel, & the internet

PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

- Critical thinking, insight and good decision making in view of nature and needs of the unit

FUNCTIONAL STATEMENT

You are expected to work at all times within the Ugandan Nurses and midwifery council code of professional conduct and to observe safety measures as outlined in the Nurses Procedure Manual, which you are required to read.

You are required to adhere to the employment policies as per department guidelines and as per the Employee

Handbook.

Among other performance measures as agreed within your department, you are required to align your accomplishments to the 5 pillars of the organisation; namely:

1. PATIENT SAFETY
2. QUALITY OF CARE
3. CUSTOMER SATISFACTION
4. PRODUCTIVITY
5. PROFITABILITY

You are required to adhere to and embody the values of the organisation; these require a commitment to creative demonstration of the values below in your day-to-day work:

1. ACCOUNTABILITY for our actions

- Committed to creative actions that have a positive impact on others
- Proactively seeking feedback about our services, we willingly take the necessary actions for redress, where needed
- Taking responsibility for our decisions and their outcomes, we do not shift blame, give excuses or become defensive
- Understanding that our responses are within our control, we choose to positively respond to the circumstances around us

2. DIGNITY in our service

- Recognising the sanctity of life, we honour those we serve
- Acknowledging that respect is earned, we have self-respect and esteem others, too
- We recognise that everyone brings unique value to the organisation so we treat all partners with respect and dignity
- We value the unique opinions and contributions added by others so we actively listen in our communications with one another

3. COMMITMENT to excellence

- Exceptional outcomes are a result of our focussed dedication
- Deliberate devotion to our standards of care
- Shared accountability for achievement of results
- Evidence-based practice for quality care

4. COMPASSION for our customers

- Empathy for those in our care
- Willingness to listen to others
- Going the extra mile to meet clients' needs
- Responsive to the individual needs of the client, we deliver holistic care to our clients

5. BUILDING HOPE in the community

- Providing quality care to the needy
- Investing in health interventions that have a wider social impact
- Touching our communities through our health programs
- Encouraging and supporting those around us

6. INNOVATION in our approaches

- Continuous improvement in our systems and practices ensures effective models for first-rate service delivery
- Committed to life-long learning, we strive to be creative and innovative in all we do
- Investing in modern equipment
- We believe in the synergy inherent in partnerships and proactively seek to work with our stakeholders

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7. INTEGRITY in our dealings

- Honest communication with patients and among staff
- Fairness and self-scrutiny in everything we do
- Maintaining confidentiality and privacy
- Sound business practices in line with best practice

8. INVESTING in people and services

- Developing our staff through internal and external opportunities
- Fostering an empowering and conducive working environment
- Constantly advancing our facilities and equipment
- Consistently scrutinizing our services and conduct