



Senior Nurse Out of Hours

SENIOR NURSE HOSPITAL AT NIGHT

A Competence Assessment Tool: Supporting Professional Development

**Final
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1.0 Introduction

The Clinical Director of the HSC Safety Forum (NI) asked NIPEC to take forward a regional project to address Recommendations 1 and 11 contained within the Regulation and Quality Improvement Authority Report on the *Review of Hospitals at Night and Weekends* (RQIA, 2013). As part of the project, this Competence Assessment Tool was developed by the regional Task and Finish Group, chaired by Brenda Creaney, Executive Director of Nursing and Patient Experience, Belfast Health and Social Care Trust. Membership of the Group included senior representatives from key stakeholders including the five HSC Trusts, NIPEC, Professional and Staff Side Organisations and regional Human Resources representation.

This Competence Assessment Tools comprises the minimum core elements required of all professionals undertaking the role of Senior Nurse/Hospital at Night. Each HSC Trust can build on these when recruiting and selecting for specific posts within their organisation.

To find out more information about the Career Pathway and supporting resources for all Senior Nurse Out of Hours roles, including Senior Nurse/Hospital at Night, Senior Nurse/Patient Flow and Senior Nurse/Hospital at Night and Patient Flow, visit:

www.nursingandmidwiferycareersni.hscni.net

1.1 Development of the Competence Assessment Tool

The development of the Competence Assessment Tool began by undertaking a comprehensive review of local, national and international literature to source competency frameworks and competencies relevant to the Senior Nurse/Hospital at Night role.

Once the competency areas and statements were agreed by the Task and Finish Group the Competence Assessment Tool was refined over a period of four months through engagement with a wide range of key stakeholders throughout Northern Ireland, which included: Senior Managers; Human Resources and representatives from Education, Professional and Staff Side organisations. The Competence Assessment Tool was approved by the Task and Finish Group in March 2016.

1.2 Who is the Competence Assessment Tool For?

This Assessment Tool will apply to a professional undertaking the role of Senior Nurse/Hospital at Night who has a lead role within the Trust's Hospital at Night service. The title of this nurse may differ between hospitals and could either be Senior Nurse/Hospital at Night, Clinical Nurse Co-ordinator or Clinical Nurse Practitioner. The roles, however, are similar and include leading and co-ordinating the Hospital at Night team, responding to incidents and emergencies and providing clinical advice, support and guidance to medical and nursing staff across all adult specialities to support them in their delivery of patient care. In most hospitals, these nurses generally work at nights or weekends in a single hospital. However, in some hospitals they alternate between days and nights and across different hospital sites, resulting in the sharing of experience

between sites. Additionally, in smaller hospitals some nurses may undertake the role of both Senior Nurse/Hospital at Night and Senior Nurse/Patient Flow.

2.0 The Competence Assessment Tool

The Competence Assessment Tool is underpinned by the Nursing and Midwifery Council's *Code: (NMC; 2015)* and is designed to help you consider how well you do your job. The next few pages provide information for you on how to:

- use the Competence Assessment Tool to assess yourself and get others to assess you
- provide evidence for renewal of your registration and revalidation with the Nursing and Midwifery Council (NMC)
- provide evidence of achievement for your KSF personal development plan
- use your assessment results to focus on your development needs, prepare for supervision meetings and support your career development.

The Tool is made up of six core competency areas (Figure 1) that are applicable for all those undertaking the role of Senior Nurse/Hospital at Night.

Within each competency area is a list of competence statements that you can use to assess yourself against and plan for your learning and development. A copy of The Competence Assessment Tool is available at:

<http://nipecportfolio.hscni.net/compro/ReadOnly/CompSelect.asp>

2.1 How will I benefit from using the Competence Assessment Tool?

The Competence Assessment Tool can help you identify the knowledge and skills required for your role.

By undertaking a self-assessment you can use the results to prepare for supervision meetings and identify areas which you find challenging and need further development in.

The assessment tool can also enable you to focus on areas for career development and where relevant, support your preparation for job interviews. It can also be used in conjunction with other Competencies relevant to your role as a Senior Nurse/Hospital at Night.

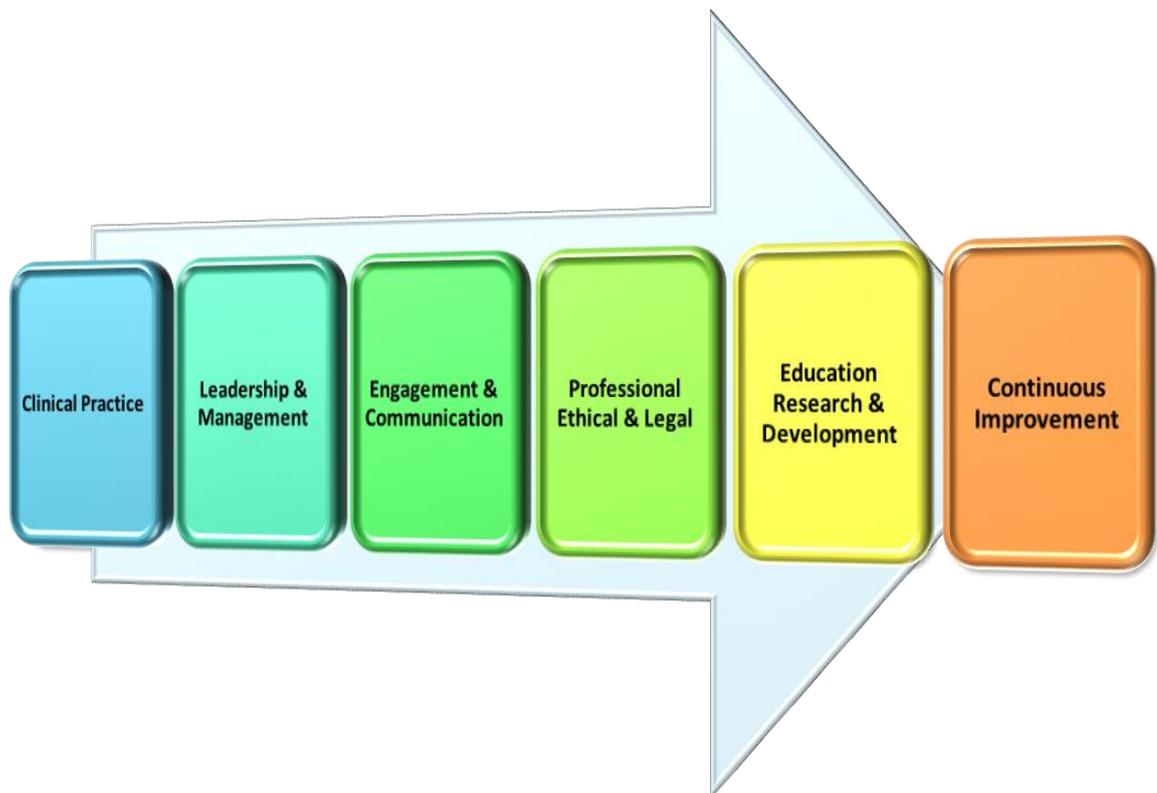
The six core competency areas within this tool have been mapped against the core and relevant specific dimensions of the NHS Knowledge and Skills Framework (KSF; DH, 2004).

The areas expand on the dimensions covered by KSF and the competence statements provide you with specific competency requirements for the role of Senior Nurse/Hospital at Night.

This has been done so that you can use your assessment results to help you provide evidence for your annual KSF development review meetings. You can then agree your

learning and development outcomes, with your line manager, which are relevant to your post outline.

Figure 1: Core competency areas



Your assessment results and related reflections can be entered into your online portfolio, or completed on a hard copy. To create and build your own confidential portfolio online visit <http://nipecportfolio.hscni.net/>

This will help you to evidence your competence and related learning and development needs and meet other requirements such as renewal of your NMC registration and revalidation.

To complete your assessment and add it to your portfolio, visit <http://nipecportfolio.hscni.net/compro/ReadOnly/CompSelect.asp>

You can use your online portfolio to:

- Keep details about your career journey to date
- Keep information to help prepare for your appraisal, review or revalidation
- Show what you have learned through your day-to-day experiences
- Store information about your learning activities
- Get help to write a reflection.

2.2 How do I use the Competence Assessment Tool?

The Competence Assessment Tool allows you to build up a picture of how you are performing in your role. It is up to you to decide how much of the Competence Assessment Tool you wish to use. Figure 2 presents an outline of the steps you should work through, to get the most benefit from the Assessment Tool.

Figure 2: Learning and Development Framework

Step 1	Assess your knowledge and skills using the competence assessment tool to find out about your learning and development needs. Follow the instructions on http://nipecportfolio.hscni.net/compro/ReadOnly/Comp_Select.asp to enable you to complete your assessment online. Compile your evidence to support your assessment.
Step 2	Plan your learning and development needs from your assessment results, including any 360° feedback and other sources of information. Record and prioritize your overall learning and development needs with your line manager using your KSF personal development plan.
Step 3	Implement the learning and development activities agreed with your line manager in your KSF personal development plan. This should include a meeting with your line manager to discuss progress.
Step 4	Evaluate your learning and development in relation to improvements in your knowledge and skills with regard to your role. Maintain a reflective record of your learning and development in your portfolio at https://nipecportfolio.hscni.net/ to support your preparation for your supervision sessions or development review meetings.

Adapted from the NIPEC Learning Needs Analysis: Guide for Ward Managers and Team Leaders (NIPEC, 2009)

3.0 COMPETENCY AREAS

3.1 COMPETENCY AREA: CLINICAL PRACTICE

This competency area has been mapped against the following KSF dimensions: Core Dimensions 1, 2, 3, 4, 5 and 6; Specific Dimensions G1, G6, and HWB3.

Rating Scale: **LD** I need a lot of development
 SD I need some development
 WD I feel I am well developed
 NA Is not applicable to my role

1. TAKING A PRESENTING HISTORY FROM AN INDIVIDUAL TO INFORM ASSESSMENT	LD	SD	WD	NA
a) Take a presenting history from an individual to inform assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Knowledge of current NMC standards to support learning and assessment in practice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Prioritise individuals for assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Is aware of when to ask for senior help or intervention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Measure and record vital signs using NEWS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Is able to identify acutely abnormal physiology, and make a differential diagnosis including ability to interpret laboratory investigations, ECG and chest x ray	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Assess the individual's level of consciousness, utilising Glasgow Coma Scale	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Maintains accurate clinical records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. TECHNICAL SKILLS/INTERVENTIONS TO SUPPORT THE ASSESSMENT PROCESS	LD	SD	WD	NA
a) Can recognise and assess the acutely sick/deteriorating patient	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Initiate laboratory clinical tests and correctly interpret results/recognise deviation from normal: <ul style="list-style-type: none"> • Biochemistry • Haematology • Coagulation 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
c) Request radiological examinations: <ul style="list-style-type: none"> • Chest 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Record and interpret electrocardiograph.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Demonstrate proficiency in cannulation and venepuncture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Can perform arterial blood gas sampling and analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. ASSESSMENT AND 1ST LINE TREATMENT	LD	SD	WD	NA
a) Assess and provide 1 st line treatment for a patient presenting with breathlessness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Assess and provide 1 st line treatment for a patient presenting with bleeding and fluid loss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Assess and provide 1 st line treatment for a patient presenting with pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Assess and provide 1 st line treatment for a patient presenting with altered consciousness, seizures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Assess and provide 1 st line treatment for a patient presenting with acute confusion/ agitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Assess and provide 1 st line treatment for a patient presenting with altered body temperature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Assess and provide 1 st line treatment for a patient presenting with reduced urinary output	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Assess and provide 1 st line treatment for a patient presenting with a fall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Assess and provide 1 st line treatment for a patient presenting with sepsis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. THERAPEUTIC INTERVENTIONS	LD	SD	WD	NA
a) Prioritise individuals for treatment according to their health status and needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Is competent in intermediate life support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Management of the Unconscious patient	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Is competent with automated and manual defibrillation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Manage upper airway obstruction as a medical emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Insert oropharyngeal airway, nasopharyngeal airway, appropriately and safely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Use bag and mask to maintain oxygenation appropriately and safely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Recognise indications for oxygen therapy and select appropriate device for administration of oxygen therapy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Administer oxygen therapy at rate and concentration as prescribed or as per patient group directive.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Administer intravenous fluids as a medical emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Prescribe within defined protocols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Is competent in the recognition and verification of expected death	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) Prescribes, using Patient Group Directives (PGD's) a range of medications including analgesics and nebulisers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n) Knowledge of Management of Chest drains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o) Management of Tracheostomy Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. TECHNICAL SKILLS TO SUPPORT THERAPEUTIC INTERVENTION	LD	SD	WD	NA
a) Is competent in the administration of Intravenous Medications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Is competent in Male catheterisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Perform insertion of Nasogastric tube	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Is competent in the management HICC /PICC/ Central Venous lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Has knowledge of indicators and management for CPAP & NIV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PSYCHOLOGICAL INTERVENTION	LD	SD	WD	NA
a) Promote night time environment conducive to sleep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Demonstrate understanding of cultural needs when caring for individuals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Provide emotional support for the family who are distressed /bereaved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.2 COMPETENCY AREA: LEADERSHIP AND MANAGEMENT

This competency area has been mapped against the following KSF dimensions: Core Dimensions C1, C2, C3, C4, C5 and C6; Specific Dimensions G1 and G6.

Rating Scale: LD I need a lot of development
 SD I need some development
 WD I feel I am well developed
 NA Is not applicable to my role

1. LEADERSHIP AND MANAGEMENT	LD	SD	WD	NA
a) Provides clinical leadership to ward staff and junior medical staff in the out of hours period	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Understanding of how to consult, involve, influence and lead the hospital at night team and others, recognising personal impact on situations and people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Ability to lead the delivery of a safe service influencing and facilitating change within the hospital at night team/wards/departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Demonstrates clear visibility to the team and others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Acts as a role model, creating a culture which supports and empowers staff to contribute to the delivery of safe and effective, person-centred care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Ability to co-ordinate nursing/medical interventions, influencing clinical decisions and monitoring the quality of patient care.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Demonstrates effective interpersonal skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Fosters a culture of enquiry that is supportive and facilitative, encouraging creativity and innovation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Develops, implements and evaluates hospital at Night policies and good practice guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Uses critical analysis skills to identify, interpret, and address problems proactively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. DEVELOPING TEAM PERFORMANCE	LD	SD	WD	NA
a) Communicates the team's vision by agreeing values, goals and objectives that relate to the organisation's objectives and which motivates staff to strive towards that vision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Effectively communicate and actively engage with the team through meetings, reports, supervision and personal development review meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Support the learning and development of multi-professional staff including students, by creating an environment that supports effective learning and development opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Knowledge of the principles and processes of facilitating learning in practice, including mentoring and coaching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Knowledge of clinical supervision including the roles and responsibilities of a supervisor and supervisee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Manage the team effectively, to comply with relevant organisational policies, legislation and Professional Regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Actively promote and support reflective practice, formal and/or informal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Demonstrates the ability to manage conflict, disputes and difficult situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Delegate in a supportive, appropriate and effective manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Delegates appropriate responsibility and authority to ensure the delivery of a safe and effective service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Develop decision making skills within the team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Recognise and respond to the effects of stressors and workload pressures on staff using Trust support services as appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) Provide a robust system of induction and support for new staff and those undertaking a period of preceptorship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n) Raise concerns appropriately when resources/workload issues negatively impact on team performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. MANAGING THE TEAM/SERVICE	LD	SD	WD	NA
a) Ability to prioritise workload and delegate duties to hospital at night team members, as appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Knowledge of the factors which impact on staff resources when planning, allocating, and leading the hospital at night team to provide safe effective care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Manages the health care support staff within the hospital at night team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Displays organisational skills necessary to manage the day to day running of the health care support team in a flexible and efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Provide effective leadership and support in all clinical emergencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Provide effective leadership and support to the Patient Flow- senior nurse in relation to:				
• Bed management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Staffing issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Supervise interventions carried out by others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Ensure effective time management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Manage the performance of self, individuals and teams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Demonstrate ability to activate policies for handling patient / relatives / public complaints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Receive and coordinate all requests for clinical advice/interventions and support from ward staff and medical staff (bleep filtering)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Co-ordinate clinical emergencies e.g cardiac arrest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) Co-ordinate the management of patients identified as clinically 'at risk' referring to appropriate medical colleges when necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. INTERNAL/EXTERNAL TRANSFER AND DISCHARGE OF INDIVIDUALS	LD	SD	WD	NA
a) Organise safe transfer of the individual to higher / lower levels of care within the hospital environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Manage equipment used for the transfer or ensure appropriate personnel in place to manage equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Participate in the transport of individuals who require emergency transfer to suitable locations for treatment/intervention/care in accordance with local transfer policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.3 COMPETENCY AREA: ENGAGEMENT AND COMMUNICATION

This competency area has been mapped against the following KSF dimensions: Core Dimensions 1, 2, 3, 4, 5 and 6; Specific Dimensions G1, G6, and HWB3.

Rating Scale: LD I need a lot of development
 SD I need some development
 WD I feel I am well developed
 NA Is not applicable to my role

1. ENGAGEMENT AND COMMUNICATION	LD	SD	WD	NA
a) Leads and co-ordinates the hospital at night handover in partnership with Medical Registrar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Ability to delegate in a supportive and appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Knowledge of how to collaborate effectively with other members of the multi-professional team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Ability to demonstrate effective interpersonal/communication skills within a multi-disciplinary setting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Demonstrates effective time management skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Establishes and maintains effective communication networks throughout the hospital	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Develops links with Regional peer groups to share good practise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Maintains effective communication with internal and external stakeholders at all levels of the organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Ensures good communication between staff and patients and relatives is maintained to assist in their understanding of care, treatment and progress of the patient and outcomes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Communicates with senior managers and clinicians regarding Hospital at Night service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Ability to challenge multi professional team members in a supportive and appropriate manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Understanding and valuing of patients' cultural preferences, health beliefs and behaviours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.4 COMPETENCY AREA: PROFESSIONAL, ETHICAL AND LEGAL

This competency area has been mapped against the following KSF dimensions: Core Dimensions 1, 2, 3, 4, 5 and 6; Specific Dimensions G1, G6, and HWB3.

Rating Scale:

LD I need a lot of development
SD I need some development
WD I feel I am well developed
NA Is not applicable to my role

1. PROFESSIONAL, ETHICAL AND LEGAL	LD	SD	WD	NA
a) Knowledge of professional accountability relating to own practice and that of team members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Knowledge of policy developments that have an impact on health care provision e.g. disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Knowledge of clinical governance, risk assessment/ management and adverse incident reporting arrangements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Awareness of DHSSPS policy and standards, for example, safe handling, records management and administration, storage and custody of medicinal products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Awareness of the NMC Code (2015), standards and professional guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Awareness of Data Protection Act (1998)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Awareness of local policies and procedures relevant to the H@N service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Demonstrates responsibility for own continuous professional development and revalidation with the NMC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Ability to reflect on own practice and adapt if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Awareness of the requirement for practitioner assistant's using protocols and guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Awareness of protocols, guidelines and patient group directives to inform the decision making process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Development of Trust policies and protocols appropriate to the H@N service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) Awareness of ethical issues and practices related to: i) Do Not Resuscitate orders ii) Organ donation iii) Relatives witnessing resuscitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n) Recognise situations where consideration for withdrawal of treatment should be made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o) Manage information, reports and records in line with professional guidelines and the Trust's clinical governance framework	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p) Deal with adverse incidents in a timely and appropriate manner within a culture of learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q) Appropriately challenges health and social care practice which could compromise the safety, privacy or dignity of patients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.5 COMPETENCY AREA: EDUCATION, RESEARCH AND DEVELOPMENT

This competency area has been mapped against the following KSF dimensions: Core Dimensions 1, 2, 3, 4, 5 and 6; Specific Dimensions G1, G6, and HWB3.

Rating Scale: LD I need a lot of development
 SD I need some development
 WD I feel I am well developed
 NA Is not applicable to my role

1. EDUCATION, RESEARCH AND DEVELOPMENT	LD	SD	WD	NA
a) Knowledge of education, learning and development opportunities and resources available to support team and individual practice and performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Contributes to the development of professional and/or multi-professional practice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Knowledge of how to access and critically appraise current evidence from a variety of sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Understanding of service development processes and evidence based practice, e.g. data collection, audit, patient/client involvement and research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Develop and promote a culture of research and evidence based practice to enhance person-centred care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Access and use current information systems to support evidence based practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Promote and develop clinically effective practice by developing, implementing, monitoring and evaluating evidence based policies and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Network with peers across professional groups within the organisation promoting the exchange of knowledge, skills and resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Provide specialist training in managing acutely ill patients to other professional staff both within the H@N team and across the hospital site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Demonstrates the use of relevant and current information and communication technology to include email, internet and databases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.6 COMPETENCY AREA: CONTINUOUS IMPROVEMENT

This competency area has been mapped against the following KSF dimensions: Core Dimensions 1, 2, 3, 4, 5 and 6; Specific Dimensions G1, G6, and HWB3.

Rating Scale: LD I need a lot of development
 SD I need some development
 WD I feel I am well developed
 NA Is not applicable to my role

1. CONTINUOUS IMPROVEMENT	LD	SD	WD	NA
a) Knowledge of how to use relevant quality indicators to measure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Working in partnership with a range of clinicians and managers in the planning and/or development of the H@N service, promoting the involvement of patients and relatives/carers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Ability to review processes/practices including those within the H@N service to enhance the delivery of safe, effective and person-centred care and deliver required efficiencies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Identify areas of practice where H@N services can be improved and proactively take forward any changes identified being aware of and overcoming barriers to change.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Fosters a culture of continuous quality improvement through the use of audit, supervision, personal reflection and patient feedback on practice by self and other members of the team/service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Displays organisational skills in capturing information pertaining to quality measures within the service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Ability to critically analyse the information captured and instigate any measures necessary to address quality concerns if indicated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Identifies the need for change, leads innovation and manages changes in practice and/or service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Systematically captures and disseminates learning and best practice at all levels of the service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>