

## **JOB DESCRIPTION**

### **Turning Point Scotland Drug and Alcohol Services**

**Post: Healthcare Practitioner**

**Reporting to: Registered Nurse**

**Accountable to: Senior Nurse/Service Coordinator**

**Salary: £25,394 - £27,903**

### **JOB PURPOSE:**

1. To support and deliver safe, effective and person-centred healthcare provision to individuals in Turning Point Scotland's Drug and Alcohol Service(s).
2. To undertake comprehensive clinical assessments, identifying and completing appropriate healthcare interventions, monitoring and reviewing effectiveness of interventions, and ensure ongoing review of care plans within sphere of competence, overseen by the registered nurse.
3. To provide a range of harm reduction and healthcare interventions to individuals accessing residential, community based mobile services, and outreach.

### **MAIN DUTIES AND RESPONSIBILITIES:**

#### **SERVICE DELIVERY**

1. Ensure a Citizenship approach to delivering services. Citizenship is defined by a persons connection to the 5 R's: Rights, Responsibilities, Roles, Relationships, resources and their sense of belonging.
2. Working within guidelines and protocols and within own sphere of competency undertake and record:
  - Urinalysis and preparation of specimens for laboratory analysis.
  - Temperature, pulse and respiratory rate.
  - Weight, height and body mass index
  - Blood pressure monitoring
  - ECG's
  - Point of Care testing eg blood glucose, lateral flow COVID testing
  - Obtain venous blood samples from individuals for investigation
  - Administer selected medication in accordance with company policy and legal authorisation
  - Undertake wound care first aid and ongoing care of wounds appropriate to role and competence
  - Recognise deterioration in individuals condition and when to seek immediate emergency care.
  - Report changes in physical and mental health to registered nurse

3. To fully involve service users in their care planning ensuring they are given informed choices in regard to care and treatment.
4. To undertake initial and ongoing assessments of service users at various stages in their engagement with the service, utilising a range of assessment tools and methods to evaluate the severity of dependency and complexity of needs, including history taking, observation, investigations, and use a range of screening tools as directed by registered nurse.
5. To assist service users to recognise and exercise their rights and provide an appropriate level of professional support to service users to assist them to make informed choices.
6. To undertake key working duties and responsibilities in accordance with Turning Point Scotland's Key Working Policy and to alert line managers to any non-compliance by others noted during work activities.
7. To act in accordance with the relevant legislation, SSC code of conduct and acknowledged good practice.
8. To be personally familiar with and ensure own compliance with Turning Point Scotland's operational policies and procedures, including medication and to alert line managers to any non-compliance by others noted during work activities.
9. To ensure effective provision of nursing across Turning Point Scotland you will be deployed to other drug and alcohol services as required.

## **RESOURCES MANAGEMENT**

1. To be personally familiar with and ensure own compliance with Turning Point Scotland's Finance policies and procedures and to alert line managers to any non-compliance by others noted during work activities.
2. To be personally familiar with and ensure own compliance with Turning Point Scotland's Property and Equipment policies and procedures and to alert line managers to any non-compliance by others noted during work activities.
3. To keep accurate comprehensive records in line with professional standards and Turning Point Scotland policies and procedures standards.
4. As directed to manage clinical supplies eg monitoring of stock level, ordering, restocking of clinical areas and maintenance of equipment.
5. To communicate effectively with other professionals within and outwith Turning Point Scotland to meet peoples needs utilising relevant referral pathways and ensuring compliance with the Data Protection Act and regulatory authorities' and other legal requirements

## **PROFESSIONAL PRACTICE**

1. To participate purposefully in and take advantage of the opportunities for discussion afforded by Turning Point Scotland's staff supervision and annual appraisal scheme.
2. To be responsible for your own good practice and for the promotion of good practice among colleagues.
3. To oversee the work of less senior workers within the service.
4. To analyse information and data collected within the service and to compile reports particularly with regards to the service's and service users' health care needs.
5. To work to maintain effective working relationships with colleagues and create an atmosphere for service users which is free from conflict.
6. To report concerns about practice or conduct issues to the Service Manager (or nominated deputy).
7. To attend all mandatory training in order to demonstrate fitness and continued fitness to practice safely.

8. To attend training which has been identified by the Service Manager (or nominated deputy) as being necessary to provide you with the necessary skills to undertake the duties and responsibilities for your post.
9. To be responsible for your own continuous professional development and identify any perceived 'gaps' in knowledge which require to be addresses through training, or other means to Service Manager (or nominated deputy).
10. To provide on-the-job induction of new starts within the service and demonstrate good practice at all times in this regards, with particular regard to the service's and service users' health care needs.
11. To ensure that you can demonstrate your suitability to work with vulnerable adults or children by completing an application to join the PVG scheme.
12. To be personally familiar with and ensure own compliance with Turning Point Scotland's Human Resources and Training policies and procedures.

## **HEALTH & SAFETY**

1. To understand role in the management of risk, and, to comply with instructions given in relation to risk within the service especially with regards to those service users who can occasionally be violent or aggressive towards their support team.
2. To alert the Service Manager and line managers to any actual or potential hazards to health and safety noted during the course of work activities.
3. Maintain work areas in a tidy and safe manner, in keeping with local Standard operating procedures
4. To be personally familiar with and ensure own compliance with Turning Point Scotland's Health & Safety policies and procedures.

## **COMMUNICATIONS**

1. To promote Turning Point Scotland's aims and values at all times at the point of service delivery, in communications with colleagues and interfaces with other agencies.
2. To safeguard Turning Point Scotland's interests and work to maintain and enhance Turning Point Scotland's interests and work to maintain and enhance Turning Point Scotland's reputation as a professional social care provider.

## **KNOWLEDGE/TRAINING AND EXPERIENCE REQUIREMENTS**

### **Essential**

- SVQ level 3 relevant to health and social care
- Experience of working within a health/care environment
- Experience of working in drug and alcohol services
- Ability to act calmly in emergencies and respond in a professional manner
- Ability to communicate at all levels and build effective working relationships with other members of the team
- Ability to communicate in a sensitive and reassuring manner
- Ability to work under pressure and exercise judgment within own level of competency
- Prepared to undertake training requirements of the post

### **Desirable**

- Ability to perform venepuncture
- Completion of Harm reduction Training-
  - Needle exchange
  - Wound first Aid
  - Naloxone training
  - Assessment of Injecting Risk
  - Blood borne virus awareness
- Working towards HNC health care practice

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