

Anness A



Ministeru	Ministeru għas-Saħħa
L-impjeg	Staff Nurse

OFFICE of the DEPUTY PRIME MINISTER MINISTRY for HEALTH
15, PALAZZO CASTELLANIA, MERCHANTS STREET, VALLETTA, MALTA

Dmirijiet u responsabbiltajiet

Id-dmirijiet ta' persuna fil-ħatra ta' Staff Nurse jinkludu li:

- i J/tipprovdi kura sana, effettiva u effiċjenti lill-grupp speċifiku ta' pazjenti u li j/tieġu sehem fl-educazzjoni ta' junior staff/ persunal li jkunu fuq żjara, kif ukoll ta' studenti;
- ii j/tagħti informazzjoni liċ-Charge Nurse u lill-membri oħra tal-persunal biex j/tassigura l-użu effiċjenti u effettiv ta' impjegati u riżorsi;
- iii j/tgħallem u tissorvelja junior staff u studenti skont il-livell personali tal-kompetenza/ esperjenza tiegħu/tagħha;
- iv j/tassigura komunikazzjoni effettiva mas-senior u l-junior staff u mal-membri kollha tat-tim multidixxiplinarju;
- v j/tippartecipa fil-koordinament fl-attivitjiet ta' grupp ta' klijenti inkluż il-partecipazzjoni tal-membri tat-tim multidixxiplinarju;
- vi j/tassessja, j/tippjana, j/timplimenta u j/tevaljuha l-kura ta' klijent jew iżjed (skont il-bżonn) j/tipprijoritizza l-kura u bi preċiżjoni j/tagħmel dokumentazzjoni skont il-politika lokali;
- vii j/tuża r-riżorsi disponibbli b'mod effettiv biex j/tagħti livell għoli ta' kura mill-infermiera;
- viii j/tippartecipa biex żżomm ambjent nadif, sigur u komdu li twassal għall-irkuprar tas-saħħa u benessere;
- ix żżomm komunikazzjoni effettiva mal-klijenti u l-qraba u tassigura li huma miżmuma informati tajjeb, j/toffri parir u pariri fejn xieraq skont il-livell ta' kompetenza personali;
- x j/tippartecipa fl-implimentazzjoni ta' inizzjattivi fuq kwalita' inkluż l-issettjar ta' standards, evalwazzjoni ta' prattiki tal-infermiera u awditjar kliniku;

People Management Division

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- xi j/tagħmilha ta' mentor ta' staff appuntati godda u studenti kif xieraq, skont il-livell personali ta' espert u tgħin studenti biex jilħqu l-oġġettiv ta' tagħlim tagħhom skont il-bżonn;
- xii j/tipparteċipa fl-assessjar tal-istudenti skont il-livell personali ta' espert u wara konsultazzjoni mal-membri anzjani tal-istaff infermeristiku u mal-Fakulta' tax-Xjenza tas-Saħħa;
- xiii j/tieġu kwalunkwe kompitu ieħor li s-superjur j/tista' j/tiddelega lilu/ha, kif jista' jkun meħtieġ;
- xiv j/twettaq dmirjiet oħra skont l-esiġenzi tas-Servizz Pubbliku skont struzzjonijiet mogħtija mis-Segretarju Permanenti Ewlieni.

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Duties and responsibilities

The duties of Staff Nurse include:

- i. Provide safe, effective and efficient care to a specified group of patients and participate in the education of junior/visiting staff and students;
- ii. give information to the Charge Nurse and other members of staff to ensure the efficient and effective use of personnel and resources;
- iii. teach and supervise junior staff and students according to own level of competence/experience;
- iv. maintain effective communication with senior and junior staff and with all members of the multidisciplinary team;
- v. participate in co-ordinating the activities for a group of clients including the participation of members of the multidisciplinary team;
- vi. assess, plan, implement and evaluate the care of one or more clients (according to need) prioritising care and accurately completing documentation in accordance with local policy;
- vii. effectively use the resources available to deliver high standard of nursing care;
- viii. participate in maintaining a clean, safe and comfortable environment which is conducive to the restoration of health and well being;
- ix. maintain effective communications with clients and relatives ensuring that they are kept well informed, offering advice and counselling where appropriate according to own level of competence;
- x. participate in the implementation of quality initiatives including standard setting, evaluation of nursing practice and clinical audit;
- xi. act as mentor to newly appointed staff and students as appropriate to own level of expertise and help students to meet their learning objectives as appropriate;
- xii. participate in student assessments appropriate to own level of expertise and after consultation with senior members of nursing staff and the Faculty of Health Sciences;

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- xiii. undertake any other tasks, which the superior may delegate to him/her, as may be required;
- xiv. perform any other duties according to the exigencies of the Public Service as directed by the respective Principal Permanent Secretary.