

Company Name:

Policy No: 01-1333	Authorised:	Date:
<b>JOB DESCRIPTION - REGISTERED NURSE - NIGHT SHIFT</b>		

JOB TITLE: Registered Nurse - *Night Shift*

ACCOUNTABLE TO: Matron / Nurse Manager / Proprietor

RESPONSIBILITIES:

1. To ensure that appropriate individual care is given to each service user, in accordance with the Care Plans.
2. To assist day staff in helping service users to prepare for bed, as required.
3. To help service users with problems of mobility and other physical disabilities (e.g. incontinence), helping with the use of disability aids and caring for the same, where appropriate.
4. To monitor and control service users' nutritional and dietary requirements.
5. To act upon instructions from the Matron regarding specific tasks to be carried out during the night.
6. To carry out regular checks on service users throughout the night, according to set intervals and with due regard to service users' individual wishes and appropriate Risk Assessments.
7. To answer promptly all nurse alarm calls, assessing each situation and dealing with any service user who is seeking help. In cases of emergency to call the emergency GP and / or summon an ambulance.
8. To assist service users who need help or reassurance during the night, providing light drinks or refreshments where required.
9. To carry out regular checks on the building, with particular reference to fire prevention and external security (all windows and external doors secured etc).
10. To ensure that all breakfast trays are prepared for those service users requiring them.
11. To awaken service users in the morning at their requested times. To assist service users to rise, wash and dress, and prepare for breakfast. To assist with distributing breakfast trays, as needed.
12. To care for service users who may be temporarily sick or needing nursing procedures.
13. To monitor service users' conditions, and report any changes to the Matron as necessary.
14. To be responsible for the handling, storage, issue, administration and disposal of all medicines on the night shift in line with documented procedures, and to maintain the necessary records.
15. To help maintain a safe and healthy environment in the Home with due regard to appropriate Food Hygiene and Health & Safety Regulations. To report all accidents to the Matron.
16. To read and write reports, and to participate in staff and service users' meetings as appropriate.
17. To participate in training activities / course, as directed by senior staff.

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18. To assist with End-of-Life Care for service users who are terminally ill.

19. To undertake other duties, as necessary.

**SIGNATORIES:**

Job Holder:	_____	_____	_____
	<i>(Name)</i>	<i>(Signature)</i>	<i>(Date)</i>
Manager:	_____	_____	_____
	<i>(Name)</i>	<i>(Signature)</i>	<i>(Date)</i>