



Job Description

JOB TITLE: Nurse Associate

HOURS: 37.5 hours per week

SHIFT PATTERN: Monday – Saturday

CONTRACT: Permanent

REPORTS TO: PCN Management Team and Practice Manager

BASED: Worcester City PCN [*St Martin's Gate Surgery WR5 1EZ and Barbourne Health Centre WR3 7LH*]

SALARY: £26,575-£29,163

About Vertis Health

We're a federation of GP surgeries and PCNs in Worcestershire, serving over 600,000 NHS patients through a variety of local services. Our community of GPs are our stakeholders, meaning we're powered by the community we've created - and our goal is to find ways to make it easier for them to spend less time and money on administrative workload, and more time with their patients.

Our GP surgeries remain independent while keeping the benefits of being part of a larger organisation - and we exist to protect the interests of our members through advocacy, business support, and revenue generation.

We're ambitious about growth in our network - and so, our diversified services help our PCNs to reinvest in vital local healthcare initiatives, providing a sustainable future for their communities in the long term.

Equal Opportunities

At Vertis Health we want to build a diverse workplace, and so we encourage women, people of colour, LGBTQIA individuals, people with disabilities, members of ethnic minorities, foreign-born residents, older members of society, and others from minority groups and diverse backgrounds to apply.

We do not discriminate on the basis of race, gender, religion, colour, national origin, sexual orientation, age, marital status, veteran status, or disability status. All Vertis employees and contractors are responsible for maintaining a work culture free from discrimination and harassment by treating others with kindness and respect.





Worcester City PCN

We're a group of 9 practices in Worcester, covering the population of over 125,000 patients. We're understanding of our local demographic and cater our care towards this - making sure every individual receives the correct care for their health and wellbeing, at any stage of life.

Job Purpose

We are seeking a highly motivated and dedicated Nurse Associate to join our Primary Care Network (PCN) and practice teams. As a Nurse Associate, you will play a vital role in supporting the delivery of high-quality primary care services within the PCN. You will work closely with the clinical team to provide exceptional patient care and contribute to the overall success of the PCN.

Responsibilities

We are seeking a Nurse Associate who is looking for opportunities within Worcester Primary Care GP Surgeries. You will work within the NMC Code to provide high-quality patient care. As a Nurse Associate, you will be responsible for:

- Collaborate with the multidisciplinary team to provide comprehensive and patient centered care to individuals across the lifespan.
- Assist with the assessment, planning, implementation, and evaluation of nursing care plans following established protocols and guidelines.
- Conduct routine health checks, administer medications, and assist with minor procedures as directed by healthcare professionals.
- Perform diagnostic tests and assist in the collection and interpretation of data, including vital signs, lab results, and patient histories.
- Provide health education and counselling to patients and their families, promoting healthy lifestyles and disease prevention.
- Maintain accurate and up-to-date patient records, ensuring confidentiality and adherence to data protection regulations.
- Collaborate with other healthcare professionals to coordinate and facilitate referrals, ensuring timely access to specialist services.
- Participate in quality improvement initiatives, identifying areas for improvement and implementing changes to enhance patient care outcomes.
- Stay informed about current developments in healthcare and attend relevant training and educational sessions to enhance professional knowledge and skills.
- Adhere to professional standards, guidelines, and ethical principles, ensuring safe and effective practice at all times.





Qualifications and Requirements:

- Valid nursing qualification and registration as a Nurse Associate.
- Experience working in a primary care or community healthcare setting is desirable.
- Sound knowledge of clinical procedures and protocols, with the ability to apply evidence-based practice.
- Strong interpersonal and communication skills, with the ability to build effective relationships with patients and colleagues.
- Excellent organizational skills and the ability to prioritize workload effectively.
- Flexibility to adapt to changing work demands and schedules, including occasional Saturday shifts.
- Proficient in using electronic health record systems and other relevant software applications.
- Commitment to professional development and continuous learning.

Reporting and Relationships:

- The Nurse Associate will report directly to their Line Manager within the PCN and practice. They will work closely with the multidisciplinary team, including physicians, nurses, and administrative staff, to ensure coordinated and efficient patient care delivery.

This job description may be reviewed in light of changing organisational and service needs. Any changes will be thoroughly discussed with the post-holder. The post-holder may also be required to carry out other work appropriate to the grade of the post





PERSON SPECIFICATION

Essential Criteria:

- Valid nursing qualification and registration as a Nurse Associate with the appropriate regulatory body.
- Experience working within the NHS or a similar healthcare setting is desirable.
- Solid understanding of clinical procedures, protocols, and evidence-based practice guidelines.
- Excellent communication and interpersonal skills, with the ability to establish rapport with patients, families, and colleagues.
- Strong organizational skills and the ability to manage workload effectively in a fastpaced environment.
- Flexibility to work rotating shifts, including days, evenings, nights, weekends, and public holidays as required.
- Proficient in using electronic health record systems and other relevant software applications.
- Commitment to maintaining professional standards, ethics, and practicing within the NHS framework.

Desirable Criteria:

- Experience working in a primary care or community healthcare setting.
- Additional training or certifications related to specialized areas of nursing practice.
- Knowledge and understanding of local and national healthcare policies and guidelines.
- Demonstrated ability to work effectively as part of a multidisciplinary team.
- Proactive approach to professional development and continuous learning.
- Experience with quality improvement initiatives and implementing changes to enhance patient care outcomes.
- Familiarity with infection prevention and control measures and their implementation.
- Ability to adapt to changing healthcare technologies and advancements.

