



JOB DESCRIPTION

Job Title:	Occupational Health Practice Nurse
Reports to:	Senior Occupational Health Nursing Adviser
Job Background:	
<p>The role holder will be accountable to the Nursing & Midwifery Council (NMC) for the provision of professional occupational health nursing assessment, care, and advice to management and individual clients. The role holder will support the improvement of the health and well-being of police officers and police staff through the provision of occupational health nursing assessment, advice and support related to:</p> <ul style="list-style-type: none"> • Fitness for Work • Health & Well-being • Health Protection 	
Main Activities:	
The main duties and responsibilities associated with the role include the following:	
<ul style="list-style-type: none"> • Conduct health assessments against occupational standards; such as pre-placement health assessments, which include health questionnaires, history taking and physical assessments to include height, weight, vision, spirometry, audiometry, urinalysis and any other requirement as deemed suitable to the role related risk assessment. • Carry out Blood and Body Fluid post contamination and screening activities, to include liaising with relevant medical professionals and external Agencies. 	
Health Protection - Vaccination Programmes	
<ul style="list-style-type: none"> • Facilitate clinics for the Hepatitis B and Travel Vaccination Immunisation Programme, both at OH&W Seapark and PSNI OH&W peripatetic clinics as required. • Work with nursing colleagues to assist in the delivery of the Student Hepatitis B clinics, in liaison with the Police College and administration team. 	



Health & Wellbeing

- Work as directed by the Head of Occupational Health Nursing Services Team and in collaboration with Nursing and Medical colleagues to deliver projects related to Risk Assessment Based Medical Examination.
- Conduct statutory and job risk related health surveillance and screening as required, to include height, weight, vision, spirometry, audiometry, blood pressure, urinalysis and any other checks as deemed suitable to role: (training is provided for this).
- Support nursing colleagues along with wider members of OH&W clinical team with the delivery of the Health and Well-being days and other health education activities as required.
- Provide evidenced based health information for in house publications, websites and internal audit – as per Head of OH Nursing Services Team.

Professional

- Accountable to the NMC for the provision of professional nursing assessment, treatment, advice to management and individual clients in an occupational health setting, as per the NMC Code of Conduct; NMC Code of Practice; including the Nursing Code of Ethics.
- Compliance with NMC Code, payment of annual fees to maintain registration, timely and adequate preparation for revalidation (these fees are reimbursed by PSNI).
- Participate in relevant professional education and training opportunities in order to meet the requirement for NMC revalidation.
- Participate and comply with OH&W practice nurse role related education, learning opportunities and clinical supervision.
- Ensure all medical records and reports are updated and maintained in compliance with the NMC standards for record keeping, PSNI & OH&W protocols Data Protection Act, and the Government Protective Marking Scheme.
- Ensure all clinics and clinical equipment are set up, calibrated appropriately and that all materials required are available.



- Ensure adequate medical consumable equipment orders are placed, checked and in supply for the use of OH&W medical and nursing practitioners.
- Liaise with Suppliers of medical equipment to place orders within procurement rules, check delivery, monitor against receipt of goods/ service and store and deliveries.
- The role holder will also be required to deal with suppliers in relation to the orders and receipts of medical equipment, consumables, vaccinations and other medicines as required (as discussed and agreed by Head of OH Nursing Services Team). They will be required to attend supplier meetings with the Head of OH Nursing Services Team to discuss service issues and other problems in relation to quality.

Please Note: there may be an opportunity, after 2 years to enrol in a specialist nursing degree course and advance into an Occupational Health Nursing Adviser Role, subject to business requirements. Funding will be available to enrol for the course.

This Job Description reflects the main duties and responsibilities with this position. It is not intended to be exclusive or exhaustive.