



HEDDLU GOGLEDD CYMRU
Gogledd Cymru diogelach

NORTH WALES POLICE
A safer North Wales

Shared Service Facility Post Profile

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| Post: | Custody Nurse |
| Grade: | Scale SO2, plus 20% shift allowance and 12.47% weekend working allowance |
| Competency and Values Framework Level/s: | Level 1 |
| Responsible to: | Custody Nurse Team Leader |
| Based at: | Various locations throughout the Force |
| Agile Work Pattern: | Shared Desk |
| Gauge Job No: | |
| SUP No(s): | 1616 |

OVERALL PURPOSE OF JOB:

North Wales Police (NWP) has 3 main Custody Suites at Caernarfon, St. Asaph and Llay. Persons detained by police for a wide range of offences are not normally kept in custody beyond 24 hours. Whilst in custody, their detention and treatment is governed by the requirements of the Police and Criminal Evidence Act 1984 (Codes of Practice Code C) which includes access to medical care.

The standards for the role of custody nurse are set using the HMIP/HMIC Expectations for Police Custody, Police and Criminal Evidence Act 1984 (PACE) Code C in England and Wales, Authorised Professional Practice 2014 and NMC CODE OF PRACTICE and the National Occupational Standards for Healthcare Professionals working in Police Custody.

The multidisciplinary team is comprised of Forensic Medical Examiners (FME) for telephone advice and Custody Nurses who provide medical care to detainees, police officers and staff.

Our aim is to ensure that our healthcare professionals, perform to a high standard, and work with Custody officers and staff to provide a high quality of care.

This team is supported by Criminal justice liaison NHS mental health staff and Doctors based in the sexual assault centre, drug and alcohol workers provided by the Kaleidoscope service.

This is a generic post profile for the role of Custody Nurse. The post is peripatetic and you will be expected to start work at one of the main custody suites (Caernarfon, St. Asaph or Llay), dependent upon the need of the service and will be expected to work across all suites as required traveling between suites using a NWP vehicle.

- To provide an effective nursing service to the custody suites, conducting clinical assessments using approved clinical procedures and undertake ongoing health and behaviour monitoring.
- Identify and implement appropriate clinical interventions, collect forensic samples, provide advice and guidance to NWP staff
- Using approved documentation and computer record systems, maintain detailed and accurate records of all detainees and staff seen.
- The administration of medication, with an appropriate prescription and following training patient group direction (PGD) medication.

DUTIES AND RESPONSIBILITIES:

Custody Related:

(subject to appropriate training - for some procedures specialist competences will be required)

1. Following training and experience Custody Nurses will be expected to undertake most of the duties set out in Home Office Circular 020 / 2003 (healthcare professionals in custody suites - guidance to supplement revisions to the codes of practice under the police and criminal evidence act 1984) subject to NWP agreement– an appropriate extract is attached as an Appendix to this Post Profile.
2. Undertake clinical assessments of referred detainees and staff using agreed methods and completing appropriate records, ensuring that the health and well-being of the individual is paramount.
3. Assess detainee's fitness to be detained, interviewed, charged, and transferred.
4. Assess detainee's fitness to be released
5. Produce suitable care plans, risk assessments and medical reports, as necessary, in order to ensure that custody staff are fully aware of health & safety risks in order to allow staff to provide the best possible care to detainees.
6. Assess detainee's requirements for medication and administer medication adhering to NWP medication policy and NMC.
7. Conduct clinical examinations to document Injuries sustained to detainees and officers/staff.
8. Obtain non intimate forensic samples from detainees/officers /staff as appropriate.
9. Ensure that the FME is fully aware of all clinical assessments and care given.
10. Collaborate and co-operate with other health professionals involved in the provision of medical services to the detainee ensuring that they are fully aware of all the circumstances and the individuals best interests are cared for.
11. Provide practical professional support and advice to the Custody Officer/PACE Inspector and brief them concerning individual prisoner health issues.
12. Maintain a comprehensive and accurate record of all actions taken. This will include clinical assessments, care plans, administration of drugs and medicines, risk assessments, and issues arising from health and behaviour monitoring.
13. Maintain medical facilities within the Custody Suites adhering to Infection control guidelines. Ensuring an agreed stock level of medical supplies and medicines, equipment is maintained.
14. Promote the development of the health promotion schemes, particularly in the areas of drug abuse and mental health; maintain effective working practices with external health providers, working with them to ensure interventions requiring external involvement are carried out effectively and efficiently.

Additional Duties:

15. Promote and comply with North Wales Policies on equal opportunities and health and safety To take reasonable care of own and others safety, to co-operate with managers/ line managers in complying with statutory health and safety duties; to report incidents, accidents, faults.
16. Any other duties as directed by a Supervisory Officer commensurate with the post and salary grading.
17. To fully participate in performance reviews.

MINIMUM CRITERIA FOR THE ROLE:

The role requires applicants who can demonstrate (with evidence) skills in the following areas:

1. Registered General Nurse holding current registration with the Nursing and Midwifery Council
2. You must have 4 years minimum post registered experience
3. You must have a minimum competency level equivalent to NHS Senior Band 5 (within the Health Service) working towards band 6, demonstrating leadership of a team /management skills.

4. You must have a significant post registration practical experience, in a minor injury unit, emergency department, prison or custody nursing or other relevant discipline, to enable you to work autonomously in this role.
5. The post holder must be able to demonstrate post registration experience and evidence of continuous professional development
6. Experience of autonomous practice and the knowledge and skills needed for safe and effective practice when working without direct supervision.
7. Recognition and working within the limits of the practitioner's competence.
8. You must be competent in Venepuncture.
9. Applicants should have received training in Mental Health and Substance Misuse and Immediate Life Support
10. A current manual driving licence is also required, as the post holder will be required to drive force vehicles and provide nursing cover to all NWP custody suites
11. On appointment, post holders will be required to undergo specialist training in preparation for the role within the custody environment, together with any additional training relating to the post such as driver and computer systems training.

HOURS OF DUTY: Variable

Individuals will be required to work a rotating shift pattern, which will include some weekend, bank holiday and evening work. It may be necessary for the prescribed shift to be changed at short notice to provide effective cover dependant upon the needs of the Service.

WELSH:

The level of Welsh skill required for this position:

Verbal

Level 3 Converse partly in Welsh

NOTES:

1. This Job Description and Person Specification IS NOT a statement of all the detailed procedures and conditions applicable to the post holder. Therefore there will always be instructions in addition to those outlined that meet the work demands and natural evolvement of the Department/Division at any particular time.
2. Any of the detailed duties and responsibilities may also vary in accordance with point 1 above without changing the character or level of responsibility the post entails.
3. The Chief Constable reserves the right to transfer the post holder to any other location within the North Wales Police area following consultation with the Staff Side in accordance with Force Policy applicable at the time.

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| Last Reviewed By Line Manager | Date: | | Name: | |
| Last Reviewed By Diversity Unit | Date: | 16.10.18 | Name: | LB |

NORTH WALES POLICE

To be read in conjunction with Custody Nurse Post Profile

Note

- ***Not all specialist competencies are carried out by NWP Custody Nurses***
- ***Force Medical Examiner(FME) is referred to below as a Surgeon***

Home Office Circular 020 / 2003

Healthcare Professionals in Custody Suites - Guidance to Supplement Revisions to the Codes of Practice under the Police and Criminal Evidence Act 1984

1. Surgeons and Custody Nurses will be required to act as professionals exercising an independent clinical judgement, and be bound by the Codes of Practice of the General Medical Council and the Nursing and Midwifery Council.
2. Surgeons and Custody Nurses will comply, as far as practical, with any instructions given by, and not obstruct, officers of the Authority engaged in the investigation of crime, the protection of life or property/or the obtaining and preservation of evidence, and in particular not to act in such a way as might result in a loss or destruction of forensic evidence or prejudice the evidential value of any such evidence or prevent or interfere with the obtaining of evidence by the questioning of any person who is medical fit for questioning.
3. Surgeons and Custody Nurses will be required to carry out the following duties as and when requested by the Authority (these duties following the procedures and duties for healthcare professions in Custody Suites set out in Home Office Circular 20/2003, but only when they have been adequately trained. For those procedures/duties marked with an “*”, specialist competencies will be required on an individual basis.
 1. Taking medical history.
 2. Conducting clinical examinations – for Custody Nurses, this must be within the scope of clinical guidelines.
 3. Diagnosing clinical condition – for Custody Nurses, this will depend on their scope of competence for some conditions.
 4. Obtaining consent for treatment.
 5. Verifying patient's medication – caution must be exercised by the Police Surgeon and Custody Nurses.
 6. Prescribing medication – for Custody Nurses*, depending on a nurse's competence and the type of medication.
 7. Administering medication (non controlled drugs) – for Custody Nurses*, named individuals can administer medicine under patient group directives.
 8. Administering medication (controlled drugs).
 9. Assessing alcohol/drug intoxication and withdrawal – for Custody Nurses, this will require appropriate training.
 10. Providing therapeutic interventions.
 11. Obtaining consent for disclosure of medical information
 12. Providing brief health education interventions
 13. Undertaking mental health RISK assessments .
 14. Assessing fitness to be detained - for Custody Nurses*, only with prior training
 15. Assessing requirement for medication
 16. Advising referral to hospital
 17. Assessing fitness to be released .
 18. Assessing fitness to be charged (competence to comprehend) - for Custody Nurses*, only with appropriate prior training
 19. Assessing fitness to transfer
 20. Assessing fitness for interview - for Custody Nurses*, only with appropriate prior training
 21. Advising requirement for appropriate adult (vulnerable mentally disordered) – for Custody Nurses*, only with appropriate prior training
 22. Assessing person's ability to drive a motor vehicle (general clinical assessment) – for Custody Nurses*, only with appropriate prior training
 23. Making precise documentation and forensic interpretation of injuries – for both Surgeons and Custody Nurses, only with appropriate prior training*.

25. Taking forensic samples - for Custody Nurses*, only with appropriate prior training
26. Dealing with police officers and police staff injured whilst on duty, including assisting any officer who requires medical advice or assistance in the execution of their duties
27. Pronouncing life extinct and giving opinion on a sudden death, where there are suspicious circumstances – for both Surgeons and Custody Nurses, opinions on suspicious circumstances would require appropriate training and experience*.
30. Liaising with drug and alcohol referral workers.
31. Liaising with alcohol referral works
32. Providing statements to police on request.
33. Attending court.
34. Providing reports.
35. Appearing as a witness of fact.
36. Appearing as an expert witness – for both Surgeons and Custody Nurses, only with appropriate prior training and experience*.