

Role Guidance – v2

Key:	Trainee Nursing Associate (Under Full Supervision of Registered Nurse/NA)	Registered Nursing Associate	Registered Nurse
× = Not to carry out task ✓ = Under Full Supervision of Registered Nurse/NA ✓ = No supervision needed Competency required = training required from the Home/ Clinical Team before			
ADMINISTRATION & DAILY ROUTINE			
Handover to support colleagues	✓	✓	✓
Handover to next shift <i>To a Registered Nurse only</i>	✓	✓	✓
Manage unit diary	✓	✓	✓
Audits	✓	✓	✓
Care for a team of service users	✓	✓	✓
Manage care of a complex service user	✓	✓	✓
Lead a care/support worker team	✓	✓	✓
Management of wider team/ Duty Nurse role	×	×	✓
Attend take 20	✓	✓	✓
Attend MDT	✓	✓	✓
Referrals	✓	✓	✓
Care planning <i>(a Registered Nurse must be available for advise/ checking paperwork before commencement or discontinuation)</i>	✓	✓	✓
Risk assessments <i>(a Registered Nurse must be available for advise/ checking paperwork)</i>	✓	✓	✓
MCA/DOLS assessments <i>(a Registered Nurse must be available for advise/ checking paperwork)</i>	✓	✓	✓
Monitoring of support plans / Risk assessments	✓	✓	✓
Co-ordinates and evaluations support packages	×	×	✓
Completing and Monitoring Daily Report/ Charts	✓	✓	✓
Transfer of service users <i>(a Registered Nurse must be available for advise/ checking paperwork)</i>	×	✓	✓
Service users re-admission documentation <i>(a Registered Nurse must be available for advise/ checking paperwork)</i>	✓	✓	✓
New service users admission documentation	×	×	✓
Discharge of service users <i>(a Registered Nurse must be available for advise/ checking paperwork)</i>	×	✓	✓
Supervise TNAs	×	✓	✓
Support learning of the team	✓	✓	✓
MEDICATIONS (Annual medication competency required)	Trainee Nursing Associate Under Full Supervision of Registered Nurse	Nursing Associate	Registered Nurse
Oral (including oral anticoagulants, anti-epileptics, antibiotics)	✓	✓	✓
PRN	✓	✓	✓
PEG/NG	✓	✓	✓
Rectal	✓	✓	✓
IM (2nd check required)	✓	✓	✓
SC (including insulin and low molecular heparin)	✓	✓	✓
Topical	✓	✓	✓
Nebulisers and Nicotine Inhalators	✓	✓	✓
Patches (including Hyoscine, Nicotine)	✓	✓	✓
Eye drops/Ear drops	✓	✓	✓
Warfarin/ Insulin <i>(two person check one must a registered Nurse)</i>	×	✓	✓
Controlled Drugs (including oramorph & patches) <i>(two person check one must a registered Nurse)</i>	×	✓	✓
Syringe Drivers / End of Life Care sub cut injections <i>(two person check one must a registered Nurse)</i>	×	✓	✓
TTO – <i>(two person check one must a registered Nurse)</i>	×	✓	✓
Ordering Medication from E-portal and pharmacy	✓	✓	✓
CLINICAL SKILLS (home specific)	Trainee Nursing Associate Under Full Supervision of Registered Nurse	Nursing Associate	Registered Nurse
Aseptic Technique <i>(Competency required)</i>	✓	✓	✓
Venepuncture <i>(Competency required)</i>	✓	✓	✓
Blood Glucose Monitoring <i>(Competency required)</i>	✓	✓	✓
Observations <i>(Recording vital signs)</i>	✓	✓	✓
Neuro Observations	✓	✓	✓
Catheter care <i>(Competency required)</i>	✓	✓	✓
Bladder scanning <i>(Competency required)</i>	✓	✓	✓
Catheterisation <i>(Competency required)</i>	✓	✓	✓
Removing Catheters <i>(Competency required)</i>	✓	✓	✓
Bladder wash <i>(Competency required)</i>	✓	✓	✓

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Urinalysis	✓	✓	✓
CSU samples <i>(Competency required)</i>	✓	✓	✓
Percutaneous endoscopic gastrostomy care <i>(Competency required)</i>	✓	✓	✓
Water flushes <i>(Competency required)</i>	✓	✓	✓
Setting up PEG/NG Feeds <i>(Competency required)</i>	✓	✓	✓
Setting up Feed Pumps <i>(Competency required)</i>	✓	✓	✓
Bolus/ Gravity <i>(Competency required)</i>	✓	✓	✓
Weekly rotation of PEG tube <i>(Competency required)</i>	✓	✓	✓
Balloon water change <i>(Competency required)</i>	✓	✓	✓
Insertion of PEG tube <i>(Competency required)</i>	✗	✓	✓
Fluid Balance Recording	✓	✓	✓
Tracheostomy care 2 people <i>(Competency required)</i>	✓	✓	✓
Tracheostomy change <i>(two person task one must a registered Nurse)</i> <i>(Competency required)</i>	✓	✓	✓
Tracheostomy inner-tube change <i>(Competency required)</i>	✓	✓	✓
Humidification equipment <i>(Competency required)</i>	✓	✓	✓
O2 cylinder equipment <i>(Competency required)</i>	✓	✓	✓
Emergency equipment <i>(Competency required)</i>	✓	✓	✓
Perform suction <i>(Competency required)</i>	✓	✓	✓
Cough assist with tracheostomy 2 people <i>(Competency required)</i>	✓	✓	✓
Cough assist with face mask	✓	✓	✓
Pressure management	✓	✓	✓
Wound assessment <i>(Competency required)</i>	✓	✓	✓
Wound management <i>(escalation)</i>	✓	✓	✓
Application of dressings	✓	✓	✓
Swabbing wounds	✓	✓	✓
Removal of Clips/Sutures <i>(Competency required)</i>	✓	✓	✓
Care of Bowel	✓	✓	✓
Stoma Care	✓	✓	✓
Monitor and assess physiological wellbeing	✓	✓	✓
Support behaviours that challenge	✓	✓	✓
Health Promotion	✓	✓	✓
Emergency equipment	✓	✓	✓

<h3 style="margin: 0;">Nursing associate</h3> <p style="margin: 0; color: #e67e22;">6 platforms</p> <hr style="border: 1px solid #e67e22;"/> <p style="margin: 0;">Be an accountable professional</p> <hr style="border: 1px solid #e67e22;"/> <p style="margin: 0;">Promoting health and preventing ill health</p> <hr style="border: 1px solid #e67e22;"/> <p style="margin: 0;">Provide and monitor care</p> <hr style="border: 1px solid #e67e22;"/> <p style="margin: 0;">Working in teams</p> <hr style="border: 1px solid #e67e22;"/> <p style="margin: 0;">Improving safety and quality of care</p> <hr style="border: 1px solid #e67e22;"/> <p style="margin: 0;">Contributing to integrated care</p>	<div style="text-align: right; font-size: 0.8em; margin-bottom: 10px;"> </div> <h3 style="margin: 0;">Registered nurse</h3> <p style="margin: 0; color: #2980b9;">7 platforms</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Be an accountable professional</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Promoting health and preventing ill health</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Provide and evaluate care</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Leading and managing nursing care and working in teams</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Improving safety and quality of care</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Coordinating care</p> <hr style="border: 1px solid #2980b9;"/> <p style="margin: 0;">Assessing needs and planning care</p>
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