

## **Application for the post of Staff Nurse in Tata Medical Center, Kolkata**

Conceptualized in the year 2004 as a philanthropic initiative for the Eastern and North-Eastern parts of India and the neighbouring countries, the Tata Medical Center (TMC) started operations in Kolkata on May 16, 2011. The hospital is governed by a charitable trust – Tata Medical Centre Trust. It is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and the most contemporary medical equipment. Set up at a cost of Rs. 450 crores, the Hospital, with a capacity of 437 beds, serves all sections of the society, with 50% of the infrastructure earmarked for free or subsidized treatment for the underprivileged sections. The hospital provides a wide spectrum of services from diagnosis, therapy to rehabilitation and palliative support in cancer. The Institution's objective is to excel in service, education and research.

To fulfil the above objectives and in order to provide World Class services to its patients, TMC invites applications for the position of Staff Nurse in the Nursing Department.

The responsibilities of staff nurses are to provide comprehensive and holistic care to all clients across the Health Care Organization.

Staff nurses must **be qualified RNRM** (Registered Nurse, Registered Midwife), registered under the state from which they qualified and obtaining reciprocal registration in the state where they currently work.

The **core of the staff nurse's job** is to provide nursing care to all clients admitted to the hospital in the Wards or Intensive/ High Dependency Care Units as well as Out Patient Department, Radio-Nuclear Unit, Emergency, Ambulance, Day Care and Operation Theatre.

A staff nurse becomes responsible for the well-being of the patient and their family when he is under the nurse's care.

### **Direct Patient Care Activities:**

- Admission, transfer and discharge of patients.
- Initial admission Assessment followed by regular reassessment of patients.
- Formulating the nursing process and updating the same continuously.
- Prescribed Medication administration through all routes, including Chemotherapy
- IV cannulation, administration of drugs and fluids, Blood and blood products transfusion
- Meeting Nutritional needs of patients by assisting in feeding, Total Parental Nutrition, Parental feeding, Tube feeding, Stoma feeding.
- Performing dressings of surgical wounds, other wounds including pressure ulcers, suture removals, wound debridements.
- Care of advanced invasive lines like Central venous access devices, Arterial lines, PICC lines and Hickman Catheters etc.
- Meeting basic needs of patients through nursing care including sponge bath, mouth care, hair wash and combing, care of eyes, nose , nails , back care.
- Provide all care to prevent pressure ulcers including assessment, turning, position, massaging.
- Provide care to prevent morbidities like Foot drop, contractures, oral mucositis, angular stomatitis, thrombophlebitis.

- Meeting Elimination needs including introduction of urinary catheter, catheter care, giving enemas, suppositories, assisting with elimination needs.
- Assisting medical personnel in performing advanced procedures like Lumbar puncture, Tracheostomy, Wound dressings, ICD drain insertion, Biopsies.
- Collection of specimens for investigations or cultures or laboratory tests, sending the same to the labs.
- Maintaining Intake output, medication chart, ICU chart, flap chart, diet chart, Infection control bundle chart, Vitals chart.
- Handling different bio-medical equipments
- Accompany vulnerable clients to other departments for investigations.
- Transfer patients and hand over and takeover of patients at the beginning and end of every shift.
- Meeting spiritual, recreational needs of clients.
- Advocating on behalf of the patient and family to ensure their needs are met, rights are respected.

#### **Infection Control Activities.**

- Adhere to all protocols and standards of the HCO to prevent infection.
- Follow and maintain documents for prevention of VAP, SSI, CLABSI, BSI, and CAUTI.

#### **Indirect Care**

- Accompany for rounds of Doctors, fellows, consultants, Nursing administration and supervisors, Clinical nutritionist, Dieticians.
- Indent of consumable and other patient related articles or equipment through computer.
- Return of indented materials and medicines at the time of discharge.
- Care and maintenance of equipment used in daily patient care activities.
- Inventory checking and reporting
- Checking and updating of Crash Cart.
- Documentation.
- Incident reporting, Code blue CPR chart, Blood transfusion Reaction forms and others.
- Housekeeping activities, supervision of HSK staff, linen management, segregation, bed making, isolation precautions, unit cleanliness, terminal cleaning etc.

#### **Educational activities.**

- Ensure patient and family education on all relevant aspects of health care.
- Infection prevention aspects.
- Rehabilitation aspects.
- Self care aspects.
- Home care aspects.
- Food and drug interactions.
- Nutritional aspects.
- Disease and prognosis in liaison with medical team.
- Pain management at home.
- Follow up care and seeking emergency help.
- Discharge teaching and medication advise.

- Attend In service classes daily.
- Update skills of BLS, ACLS annually. Knowledge update by use of library, intranet.
- Updating knowledge of fire safety, disaster, infection aspects.
- Being aware of patient's rights and responsibilities.
- Being aware of employee's rights and responsibilities.
- Attending special workshops, conferences, seminars as deputed in or outside the organization or state or country.
- A staff nurse is responsible to follow all the rules and regulations of the Organization and abide by the laid down policies and protocols.

- **Essential Attributes:**

Staff nurses must **be qualified RNRM** (Registered Nurse, Registered Midwife), registered under the state from which they qualified and obtaining reciprocal registration in the state where they currently work.

- **Desirable Attributes**

Computer Literate

- **Personal Attributes**

Show mutual respect - positively contributing to the good of the department.

Able to communicate effectively with all staff, patients, or families

Ability to delegate Good health, physically strong and tidy presentation

Keen to learn and develop new skills.

Have a commitment to quality

Dedicated team player.

Show a caring but professional approach in all aspects of work.

Flexible and adaptable

Able to prioritise work requirements.

- **Desired Profile**

**Qualification - B.Sc Nursing with valid registration**

**Experience** – Minimum 1 year of experience in relevant specialty. Nursing Care in Oncology set up of a reputed healthcare organisation is highly desirable.

- **Last date of application: 31<sup>st</sup> March 2023**

- For more details about the job positions, qualifications, eligibility and application forms, please log on to our website today: [www.tmckolkata.com](http://www.tmckolkata.com)

- You may also down load our application format (**no application will be considered without our application format available at site**) and Email or Post applications to: [suvashish.mukherjee@tmckolkata.com](mailto:suvashish.mukherjee@tmckolkata.com); & post your application to

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