



## MARYPORT HEALTH SERVICES

Alneburgh House, Ewanrigg Road,  
Maryport, Cumbria. CA15 8EL

**Job Title:** Treatment Room Nurse

**Accountable to:** Lead Practice Nurse/Partners (Clinically)  
Practice Manager (Administratively)

**Hours:** Up to 20 hours per week

### **Aims of Job:**

To work as part of the primary care team providing care to patients of the practice.

### **Key Working Relationships:**

- Members of the Nursing team
- GP Partners
- Practice Manager

### **Principle Responsibilities**

- To work to agreed protocols, including:
  - Manage risk factors and provide written and oral advice
  - Take appropriate blood tests
- Undertake the following Treatment Room activities:
  - Minor Injuries
  - Cytology
  - Wound care/ulcer care/doppler
  - Removal of sutures
  - ECGs
  - New patient medicals/urinalysis
  - Travel clinic
  - Advice and immunisations
  - Ear syringing
  - Venepuncture
  - Assist GPs with minor surgery, coil fittings, etc
  - Chaperoning and assisting patients where appropriate, who are being examined by another clinician
  - Request pathology, take swabs, check urine, etc
  - Follow agreed protocols, with referral to senior Practice Nurse/GP as required
  - Maintain accurate records

- Checking and ordering of stock
  - Maintain and clean equipment
  - Maintain general cleanliness and tidiness of nurses and treatment rooms
- Refer to other agencies, as appropriate (eg, community nursing team, social services)
- Ensure all clinical information is recorded on computerised patient record
- Report all ECGs and discuss as necessary with GPs
- Provide telephone advice
- To attend and participate in meetings, where appropriate