

# Matching Skills and Expertise of Nurses to the Requirements of Placements Policy

## Version Control Sheet

VERSION	DATE OF REVIEW	IMPLEMENTED AND AUDITED BY	STATUS	COMMENTS
5	01/04/2024	Ann Kelly (Registered Manager)	Active	To be reviewed 01/04/2025

## Purpose

Clinical24 Staffing Limited recognises the critical importance of matching skills and expertise to the requirements of each placement to ensure the delivery of safe and effective nursing services. This policy outlines the purpose, statement, and procedures for assessing and matching the skills and competencies of nurses to specific placements, and the roles of the Registered Manager and Recruitment Team in this process.

## Statement

Clinical24 Staffing Limited is committed to ensuring that nurses assigned to placements possess the appropriate skills, knowledge, and competencies to meet the specific requirements of each assignment.

## Procedure and Guidance

### Assessing Skills and Competencies

- The Recruitment Team and Registered Manager will be responsible for assessing the skills and competencies of nurses during the recruitment and onboarding process.
- Skills and competencies will be evaluated based on documented qualifications, previous experience, training records, and any additional certifications or specialisations.
- Where a Nurse's employment history does not indicate a competency in an area where they have declared themselves competent. The interviewing nurse must discuss at interview and document the evidence.
- The Recruitment Team will maintain a database of nurse profiles to facilitate appropriate placement matching.

- Nurse competencies are held on the VDQ database.

### **Matching Skills to Placement Requirements**

- Upon receiving placement requests from clients, the Recruitment Team will carefully assess the specific requirements and expectations of the placement.
- The team will then review the VDQ database to identify suitable candidates who possess the necessary skills and competencies.
- Nurses who match the placement requirements will be considered for assignment, while ensuring that other factors like availability and location are also taken into consideration.

### **The Role of the Registered Manager**

- The Registered Manager will have oversight and final approval regarding the placement of nurses, ensuring that the selected candidate possesses the required skills and competencies.
- The Registered Manager will review all placement requests and based on the information provided by the Recruitment Team, will make informed decisions regarding the assignment of nurses.
- The Registered Manager will communicate with nursing staff to ensure they are aware of the specific requirements and expectations of each placement and provide any necessary training or guidance for them to deliver safe and effective care.

### **Importance of Matching Skills and Clinical Implications**

- Matching skills and expertise to the requirements of each placement is crucial to provide safe and effective nursing care.
- Placing nurses without the required skills and competencies can have serious clinical implications, compromising patient safety and compromising the quality of care provided.
- Failure to match skills appropriately may also result in a negative impact on the reputation of Clinical24 Staffing Limited and potential legal consequences.




## Review

Clinical24 Staffing Limited will maintain records of skills assessments, placement matching, and communication with nursing staff to demonstrate compliance and ongoing commitment to ensuring safe and effective placements.

This policy will be reviewed annually or when required to ensure compliance with internal policies, changes in legislation, and best practices.

## Next Review

Reviewed by:	Ann Kelly
Title:	Registered Manager
Signed:	
Last Review Date:	01/04/2024
Actions:	Address Updated

Next Review Date: April 2025