



## **Veterinary Nurse**

COLLEGE OF XX  
SCHOOL/INSTITUTE XX

### **GRADE 5**

#### **Job Purpose**

To carry out veterinary nursing duties to the highest standard, providing a crucial service link between clients, veterinary surgeons, nursing staff and students.

#### **Main Duties and Responsibilities**

1. Responsible for providing and overseeing the complete nursing care of patients within a recognised specialism in a busy hospital environment, including but not limited to provision of care, initial examination of in-patients and emergency patients, provision of first aid, monitoring patient status and adjusting care plans in line with patient needs.
2. Perform a variety of advanced nursing skills including monitoring and maintenance of general anaesthesia, radiography, Schedule 3 procedures, dispensing controlled drugs [CD] and maintaining the CD register and operating a range of laboratory, monitoring and diagnostic equipment.
3. Work closely with clinicians and senior veterinary nurses to provide appropriate treatment to patients, notifying them of areas of concern/test results, providing updates and liaising with external practices on behalf of senior staff. Interpret a range of laboratory test results and escalate cases where required.
4. Communicate professionally and provide advice to customers in respect of patients, including over the phone advice, provision of updates on patient progress, establishing customer wishes in respect of deceased patients and managing payments for treatments.
5. Perform a range of administrative duties as required including co-ordination of out-patient clinics, ensuring appropriate stock levels are maintained and monitoring use of consumables within the Small Animal Hospital. Maintain accurate and timeous paper and electronic patient records. Develop protocols, standard operating procedures and information booklets, reflecting revised policy, best practice or legislative requirements. Register new clients, make appointments, create client invoices and take and monitor payments, escalating where necessary. Liaise with insurance companies on claims and update invoices, ensuring clinicians and clients are notified when agreed quotation limits are being reached.
6. Dispense prescribed medications and have a good understanding of VMD regulations and administration issues for commonly prescribed veterinary medicines including controlled and cytotoxic drugs.

7. Responsible for ensuring Health and Safety regulations are adhered to by all staff and students at all times when performing duties to reduce the risk of infection or injury. Ensure hospital equipment and instrumentation is handled correctly, cleaned, and maintained to ensure it is kept in good working order. Maintain the highest standards of hygiene, cleanliness and organisation throughout area[s] of responsibility.
8. Supervise and direct veterinary care assistants and students working in area[s] of responsibility. Provide ongoing supervision and training to non-academic staff and students to develop their skills and ensure patient wellbeing at all times. Deputise for Senior Nurse when absent as directed by the line manager, by supervising area[s] and performing senior nursing tasks with regard to the clinics, staff cover and inpatients as required.
9. Support the learning and development of relevant staff and students through induction, supervision, skills assessments, including assessment of veterinary students during DOPs and OSCE assessments, and assist with data collection for teaching and research purposes.
10. Maintain RCVS registered status by completing approx. 15 hours CPD each year [45 hours in 3 years] and by ensuring RCVS retention fee is paid in a timely manner.

### **Qualifications**

- RCVS Veterinary Nursing qualification and fully registered
- Knowledge of many aspects of veterinary nursing, protocols and procedures to ensure the highest standard of care
- Knowledge of current Health and Safety Legislation
- Diploma in Advanced Veterinary Nursing or Degree in Veterinary Nursing  
SVQ Assessor Qualification.

### **Knowledge, Qualifications, Skills and Experience**

- Prioritise patient care and manage an unpredictable and high intensity workload.
- Problem solve to ensure best patient care outcomes.
- Ability to work independently on a patient caseload, taking appropriate decisions within own remit and identifying situations where other input is required.
- Ability to work well as a team member, contributing to overall delivery of the service.
- Ability to organise own workload to meet service requirements.
- Ability to communicate effectively with a range of contacts including customers, colleagues, and students.
- Demonstrable IT skills, including patient databases and standard Microsoft Office packages.
- Ability to operate a range of laboratory and diagnostic equipment.

- Demonstrable veterinary nurse experience in a busy practice.
- Experience of carrying out a range of veterinary nurse practices/techniques in previous roles
- Evidence of CPD in previous roles.
- Veterinary Nurse experience in a veterinary hospital.
- Experience of supervising and instructing veterinary or veterinary nurse students.