

“Creating a great place to be cared for and a great place to work”.

Job Evaluation Reference Number:
202101060CEP



University Hospitals of Morecambe Bay NHS Foundation Trust

JOB DESCRIPTION

Job Title:	Quality Improvement Midwife
Department/Ward:	Maternity
Band:	Band 7
Care Group:	Women and Children's
Responsible to:	Quality, Safety and Assurance Lead Midwife
Accountable to:	Director of Midwifery
JOB SUMMARY:	<p>To lead quality improvement initiatives utilising Quality, Service, Improvement and Redesign (QSIR) principles on a range of service improvement initiatives within maternity services. In addition, facilitate the development of quality improvement initiatives from local and national safety recommendations including helping to progress the maternity transformation agenda. The post holder will require a high level of motivational skills and extensive experience of influencing behaviour in often challenging and complex situations. Working collaboratively within the multi professional team both within maternity services, the wider organisation and local maternity and neonatal system. The post holder must be able to motivate others to adopt and adapt to multi-level change encompassing both local and national improvement initiatives. The post holder will need to interpret and understand the changing demand of the local and national health economy and be knowledgeable about change models to assist project delivery.</p>

KEY WORKING RELATIONSHIPS:

Director of Midwifery
Head of Midwifery
Consultant Midwife
Quality, Safety and Assurance Lead Midwife
Professional Midwifery Advocates
Maternity Matrons

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Maternity Ward /Departmental Managers
Care Group Management Team
Obstetricians
Paediatricians
Anaesthetists
Maternity Support Workers
Training and Development Department
Practice Educator Paediatrics
Link Lecturers
Local Education Provider.
Maternity and Neonatal Voice Partnership

Duties and Responsibilities

- Facilitate the development of quality improvement initiatives from local and national safety recommendations including helping to progress the maternity transformation agenda, teaching staff quality improvement skills and project outcomes and encouraging clinical staff involvement in improvements.
- Use recognised quality improvement tools and methodologies to facilitate and lead projects.
- Provide cross cover for the day to day management of audit and guideline management in the absence of the audit/guideline midwife.
- Provide status reports on the quality improvement initiatives to the Women’s Health Quality Board that includes safety and experience themes in order to identify further areas for improvement and monitoring.
- Prepare and deliver presentations at meetings and forums on the progress and action plan development.
- Organise the dissemination of QI project findings to all relevant staff within the maternity service using tools such as the QI displays in the clinical areas.
- Work effectively and facilitate collaborative working between the multi professional teams towards common shared goals, new ways of working, policy development.
- Act as a catalyst for sustainable change encouraging / facilitating collaborative working where appropriate.
- Support the operational and clinical teams to deliver and sustain performance improvement across the health community by enabling sustainable change and offer visible support to staff and teams through the process of change and sustainability.
- Facilitate group discussions, encourage participation and collaborative working of stakeholders.
- Facilitate collaborative working in teams and across boundaries to improve services/ performance minimising or overcoming resistance to change.
- Develop robust communications processes for a portfolio of service improvement projects.
- To participate and contribute to the Women and Children’s Care Group annual planning process.
- Practice as an autonomous practitioner in accordance with professional, ethical, and legal framework for midwifery.
- To work a minimum of one rostered clinical shift per month to maintain clinical skills and credibility.

Knowledge training and experience

- Be knowledgeable in the use of current improvement tools and techniques as identified within the QSIR programme, communicating, and teaching this knowledge within the wider multi professional team, both formally and informally.

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- To utilise a project management approach to deliver quality and service improvement initiatives.
- The post-holder must be able to demonstrate excellent communication and IT skills.
- The post-holder must be able to work under pressure, deliver within tight deadlines and consequently have a flexible/adaptable approach.
- The ability to produce full audit trails for all workings produced.
- To provide methodical workings and reference files as appropriate.
- To work effectively as part of a team to facilitate the achievement of team goals.
- To ensure that changes are made, efficiently, to a high standard, resulting in quality output, delivering a high level of satisfaction to service users, then assessing, and evaluating service user satisfaction.

Analytical and Judgement skills

- Work with the Business analyst and Digital Midwife for WACS care group to analyse complex information and data sets relevant to maternity and gynaecology, providing the depth of analysis to identify opportunities for redesign and sustainable improvement.
- Undertake complex service user and staff surveys within specialism, as required, analysing results, and making recommendations to inform service plans, improvements, and performance.
- Link performance to improvement using capacity and demand techniques, performance data and work stream plans.
- Apply highly developed influencing and negotiating skills to discuss findings in service and use these skills to successfully challenge current practice and offer new solutions for working.
- To be conversant with all current national guidance for the health community as well as evidence based service improvement models. Propose well thought through and researched options, policy, and service changes as appropriate based on national recommendations.
- The post holder will develop an overview and performance on all project plans and targets with risk classification and mitigation.
- The post holder will need to assess and develop reports and report progress on all projects within their remit.
- Required to possess excellent IT skills, including the use of advanced spreadsheet and database packages to analyse and manipulate large amounts of data and produce user friendly reports.

Planning and organisational skills

- The post holder will use QSIR principles and tools including project management to plan and implement project deliverables, ensuring the production of high quality, contextually appropriate and sustainable change that ensures organisational standards and milestones are met and delivered on time.
- Ensure project objectives are reviewed, monitored updated and adjusted in light of evaluation, reporting and other projects. Ensure project outcomes are embedded and inform Trust and, care group plans alongside service developments.
- To operate within a strict reporting timeframe, working to regular monthly as well as annual deadlines.
- Prioritisation of workload to ensure all targets and objectives are met despite diverse pressures from a variety of different stakeholders.
- Management of time to accommodate frequent telephone, email and face-to-face interruptions from colleagues requiring urgent and immediate responses to queries.
- To lead the design, implementation and maintenance of systems and processes which support development and sustainability.

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Midwifery Responsibility

Registered Midwives at Morecambe Bay Hospitals have a responsibility to:

- Maintain active status on NMC register.
- Act always in accordance with NMC Code of Conduct and guiding documents.
- Adhere to Trust Policy and Procedure.
- Maintain up to date skills and knowledge and maintain awareness of professional issues.
- Maintain a professional portfolio.

Additional Requirements of this postholder:

- Maintain knowledge and skills in child protection.

This job description is not exhaustive and will be reviewed and amended, with the post holder, when necessary.

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TERMS AND CONDITIONS

This post will be subject to the terms and conditions of the University Hospitals of Morecambe Bay NHS Foundation Trust.

CONFIDENTIALITY

Information relating to patients, employees and business of the Trust must be treated in strictest confidence. Under no circumstances should such information be discussed with any unauthorised person(s) or organisations. All staff must operate within the requirements of the Freedom of Speech policy.

SAFEGUARDING & PROTECTING CHILDREN

Everyone shares responsibility for safeguarding and promoting the welfare of children and young people, irrespective of individual roles. As an employee of the Trust, you will need to be aware of your responsibility in relation to safeguarding and protecting children. You will need to be aware of trust/local LSCB procedures and know how to contact named professionals, within the safeguarding team for advice and support.

ENVIRONMENTAL SUSTAINABILITY – NET ZERO CARBON

University Hospitals of Morecambe Bay NHS Foundation Trust are committed to sustainable development, social value and achieving the NHS Net Zero Carbon reduction targets. All employees must play their part and adhere to the principals in the Green Plan, this will ensure our services are efficient, sustainable and carbon emissions are reduced. As an employee you will be expected to conserve energy / water, minimise wastage in all formats, actively promote biodiversity and use sustainable transport whenever possible.

- **Energy:** Switch off non-essential electrical equipment and lighting when not in use. Report heating issues such as when buildings are too hot or too cold to the Estates Team.
- **Water:** Do not leave taps running and report all drips, leaks, and condensation issues to the Estates Team.
- **Waste:** Follow the Trust waste policy – Reduce – Reuse – Recycle. Do not over order equipment or medicines. Healthcare waste must be disposed of in line with the Trust's Waste Management policy.
- **Biodiversity:** Enhancing biodiversity has a wealth of positive outcomes for our colleagues, services users, and the environment. Think of your site, can an area be improved to have a quality green space, specific planting for habitat improvement or the installation of a couple of bird boxes? Contact the Estates Team for further details.
- **Transport & Travel:** Where possible lift share, cycle, walk or use public transport.

HEALTH AND SAFETY

The Health and Safety at Work Act stipulates that it is the responsibility of each employee to observe all rules governing safety and conduct and as such safety equipment and Personal Protective Equipment provided must be used.

INFECTION CONTROL

The Trust is committed to protecting the health of all staff, patients, and visitors to the Trust. As such all staff is personally responsible for compliance with all Trust and department infection prevention and control policies. Failure to comply with such policies and associated procedures is likely to lead to disciplinary action and may result in dismissal.

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MANUAL HANDLING

The post holder will be provided with adequate training in correct lifting techniques by a recognised lifting instructor.

NO SMOKING POLICY

A No Smoking Policy operates across all Trust sites.

QUALITY OF SERVICE

The trust is committed in its use of available resources to obtaining the best possible service for patients and staff. The Post holder must share this objective and seek to maintain and improve the quality of service provided.

EQUAL OPPORTUNITIES

The Trust is pledged to equal opportunities for all and is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, age, race, colour, sexual orientation, creed, nationality, ethnic or national origin or disability. We promote flexible working opportunities wherever possible to enable staff to balance their work with their private lives.

TRAINING AND DEVELOPMENT

Maintain your professional standards in respect of education and training and ensure that you are aware of your specific area specialty training and needs analysis.