

We care
We respect
We listen



Stockport
NHS Foundation Trust

Stockport NHS Foundation Trust
**Job description and person
specification**
Community Midwife

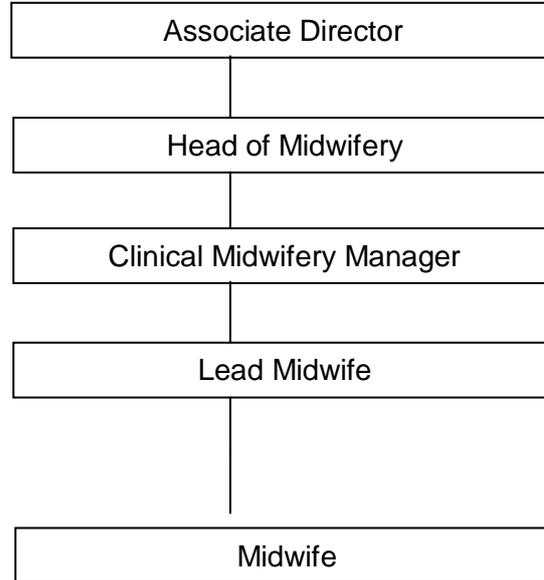
Making a difference every day

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Job Title: Community Midwife		AfC Reference No:	
Business Group: <i>Women, Children and Diagnostics</i>		Band: 6	
Staff Group <i>Please indicate ✓</i> <i>This section must be completed</i>	<ul style="list-style-type: none"> • <i>Administrative Services</i> • <i>Allied Health Professionals</i> • <i>Health Science Services</i> 	<ul style="list-style-type: none"> • <i>Nursing and Midwifery</i> • <i>Support Services</i> 	
Hours or Programmed Activities: 37.5 hours a week	Base: Buxton Hospital/ Stepping Hill Hospital		
Accountable to: Lead Midwife			
Professionally Accountable to: Lead Midwife			
Job Summary:			
<p>Job Summary</p> <ul style="list-style-type: none"> <input type="checkbox"/> To carry out the role of the Midwife as defined by the NMC 'Midwives Rules and Standards' and NMC's 'The Code', and to give the woman and her family individualised care throughout pregnancy, labour and the postnatal period within the standards laid down by the Child and Family Business Group. <input type="checkbox"/> To take charge of a ward or midwifery team in the absence of the Band 7 as required. <input type="checkbox"/> To supervise and support other members of the multidisciplinary team. <input type="checkbox"/> To teach qualified and unqualified staff, including students. <input type="checkbox"/> To act as preceptor to newly qualified staff. <input type="checkbox"/> To demonstrate managerial and clinical ability developed through experience. <input type="checkbox"/> To work competently in both the hospital and community settings. <p>To Participate in the 'On Call' Home birth Rota</p>			

Organisation Chart

Organisation Chart



JOB DESCRIPTION

Main Duties and Responsibilities

Communications

Main Duties and Responsibilities

Professional

1. Has a thorough understanding of and abides by statutory publications that directly affect the Midwife's role, responsibilities and accountability, such as NMC code, rules and guidelines for safe midwifery practice.
2. Accepts responsibility for personal, professional development and education needs, including attendance at in-service training and mandatory study days.
3. Participates in hospital audit and research programmes in order to rationalise professional care.
4. Acts as a mentor to Student Midwives/Nurses and facilitates the creation of a learning environment.
5. Acts as a preceptor to newly qualified staff and demonstrates the ability to provide ongoing support for junior colleagues.
6. Disseminates professional and clinical knowledge to colleagues by participation in presentations, research groups etc.
7. Demonstrates a thorough understanding of the role of the Supervisor of Midwives.
8. Understands Clinical Governance, Risk Management and the Quality Agenda, and participates in Clinical Incident Reporting where necessary.
9. To have an awareness of contributing to and supporting the Band 7 midwife to achieve compliance with the CQC outcomes and CNST standards.

Personnel

1. Promotes and maintains good working relationships with all grades of staff and the multi-disciplinary maternity team through effective communication.
2. Participates in striving to achieving the Business Group's annual objectives
3. Helps in the maintenance of a safe working environment and cascades identified problems to the immediate manager.
4. Actively participates in Business Group and Ward Team meetings
5. Ensures that all Trust and Business Group policies are adhered to.
6. Maintains confidentiality at all times.
7. Undertakes IPR for junior staff.
8. Participates in orientation/induction/preceptorship of new staff.
9. Assists Team Leader/Ward Manager in organising duty rotas, monitoring of sickness absence.
10. Undertakes management of Ward/Team in the absence of the Ward Manager/Team Leader.
11. Promotes and maintains good working relationships with all grades of staff and the multidisciplinary team through effective communication.

Accountable Practitioner

1. Responsible for maintaining midwifery competencies by acquiring and consolidating the requisite knowledge and skills necessary for safe midwifery practice.
2. Promotes and is an advocate for normal birth.
3. Is able to assess, plan, implement and evaluate midwifery care given to women using a holistic and innovative approach to practice.
4. Demonstrates innovative practice by assisting in the development of quality initiatives within the Business Group
5. Is able to critically appraise, understand and apply research and evidence to midwifery practice.
6. Participates in protocol/practice reviews using knowledge of research developments.
7. Participates in parent-education programmes.

8. Actively promotes 'stop smoking' to clients and offers appropriate support.
9. Ensures that midwifery care is provided and is consistent with clinical guidelines and service developments such as the Baby Friendly Initiative
10. Participates in the management of the Team caseload.
11. Acts as Named Midwife for a group of women within the Team caseload.
12. Able to work flexibly and participate in on-call rota to provide 24 hour cover for the Team caseload.
13. Demonstrates clinical competence relating to suturing of the perineum, maintenance of epidural infusion, IV additives/administration and care of the high risk woman
14. Ensures that Stockport and High Peak policies on child protection are adhered to and attends regular updates with regard to detection and reporting of child protection incidents.
15. Maintains accurate, contemporaneous client records including computer records.
16. Takes responsibility for addressing client needs by liaising with other health professionals/agencies as required.
17. Maintains effective communication channels with clients and ensures appropriate client information is available.

Managerial

1. Organises available resources such as effective deployment of midwifery staff, equipment etc in an effective and efficient manner ensuring safe levels of care are achieved.
2. Exercises effective leadership of the midwifery team/ward in the absence of the Band 7 midwife
3. Promotes effective communication within the midwifery team.

General Duties

Hand Hygiene

To assist the Trust in reducing healthcare acquired infections (HCAI's) all staff should be familiar with all the Trust's Infection Prevention policies which are appropriate to their role. You are required to attend mandatory training in Infection Prevention and be compliant with all measures known to be effective in reducing HCAI's

Safeguarding

All employees have a duty and responsibility to protect and safeguard children and vulnerable adults. They must therefore be aware of child protection procedures and who to contact within the Trust for further help and guidance

Data Protection & Confidentiality

To abide by all relevant Trust and Departmental policies including information governance, confidentiality and data protection. The postholder is reminded that any breach of the Trust's information governance and security policies and procedures will result in disciplinary action.

Compliance with the Data Protection Act 1998 and Information Governance – the postholder is required to process all personal data relating to patients and staff, in both manual and electronic records, in accordance with the Data Protection Act 1998, ensuring the security and confidentiality of data at all times. They must not for their own benefit or gain, or to divulge to any persons, firm or other

organisation whatsoever, any confidential information belonging to the Trust or relating to the Trust's affairs or dealings which may come to their knowledge during employment

Postholder's Signature: _____

Hand Hygiene

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Safeguarding

All Stockport Foundation Trust employees are required to act in such a way that at all times safeguards and promotes the health and well-being of children, young people and vulnerable adults. Familiarisation with and adherence to the policies and procedures relating to child protection and safeguarding of children, young people and vulnerable adults are adhered to. It is the responsibility of all staff to report any concerns and they must therefore be aware of child and adult safeguarding procedures and who to contact within the Trust for further help and guidance. It is an essential requirement of all employees as is participation in mandatory safeguarding training in accordance with the employees roles and responsibilities.

Prevention

To actively work with patients/clients/service users to identify appropriate opportunities in Making Every Contact Count for preventative interventions which may reduce the risk of future harm to health and wellbeing and to provide brief advice and refer or signpost to sources of further information and support which may include advice on lifestyle behaviour and social care needs as well as safety and management of long term conditions.

Data Protection, Confidentiality and Information Governance

The post holder must abide by all relevant Trust and departmental policies including information governance, confidentiality and data protection and, undertake the annual data security awareness mandatory training. The post holder is reminded that any breach of the Trust's information governance and security policies and procedures, including data protection legislation, will result in disciplinary action.

Data Protection Legislation – the post holder is required to process all personal data relating to patients and staff, whether in paper, electronic or other media, in accordance with the Data Protection Act 2018 and the General Data Protection Regulations (GDPR), ensuring the security and confidentiality of data at all times.

The post holder must not for their own benefit or gain, or to divulge to any persons, firm or other organisation whatsoever, any confidential information belonging to the Trust or relating to the Trust's affairs or dealings which may come to their knowledge during employment.

Health & Safety

Under the Health and Safety at Work Act 1974, the Trust has a statutory responsibility to provide and maintain a healthy and safe environment for its staff to work in. Equally the post holder is required to work within the Trust Health & Safety Policy and fulfil a proactive role towards the management and control of risk. This entails the identification, assessment and the immediate reporting, using the Trust Incident Reporting System, any incident, accident, hazard or near miss involving patients, service users, carers, staff, contractors or members of the public.

The Post holder has a personal responsibility to adhere to a statutory and departmental duty of care for their own personal safety and that of others who may be affected by their acts or omissions at work

Harassment & Bullying

As a member of staff you have a personal responsibility to ensure you do not discriminate, harass or bully or contribute to the discrimination, harassment or bullying of any colleague(s) or visitors or condone discrimination, harassment or bullying by others.

Dignity & Respect

All employees have a duty to promote a harmonious working environment in which all persons are treated with dignity and respect, whilst fulfilling our legal obligations under equality legislation and associated codes of practice.

The Trust takes the right of the patient/service user to be treated with dignity and respect seriously. We will treat every patient/service user and carer as a valued individual, with respect for his/ her dignity and privacy. Our aim is to give each patient/service user the care we would want for our families and ourselves.

Quality Improvement

Our mission is to make a difference every day helping people to live their best lives. We have a trust wide approach to quality improvement and we expect everyone to contribute to improving our services by always learning and continually improving our services. For all staff, it is about learning from what has worked well as well as what has not, being open to change and improvement and working in smarter and more focused ways to improve our services. The Trust encourages and provides opportunities for staff at all levels to engage in the Trust's approach to quality through quality improvement projects, clinical audit, innovation and quality assurance.

No Smoking Policy

The Trust operates a No Smoking Policy which states that smoking is prohibited within all Trust premises and on the site. This includes entrances, exits, cars, lease cars, car parks, pavements and walkways, areas hidden from general view and residences. As an employee of the Trust you are expected to comply with this policy, failure to do so may result in disciplinary action being taken under the Trust's Disciplinary Policy & Procedure.

To undertake any other duties which is deemed appropriate to the band when requested by Senior Staff.

The above indicates the main duties of the post which may be reviewed in the light of experience and development within the service. Any review will be undertaken in conjunction with the postholder

Date:

Manager's Signature: _____

Postholder's Signature: _____

PERSON SPECIFICATION

The person specification sets out the essential qualifications, experience, skills, knowledge, personal attributes and other requirements which the post holder requires to perform the job to a satisfactory level. Without these qualities applicant cannot be appointed to the post.

Post: Midwife

Band: Bank 6

Requirements	Assessment Method – Application Form (AF) / Test (T) / Interview (I) / References (R)				
	Essential (E) / Desirable (D)	AF	T	I	R
<u>Education & Qualifications</u>	<ul style="list-style-type: none"> Registered Midwife (E) Full driving & use of car (E) if applying for a team midwife post Full sign off mentor (D) 	X X X			
<u>Knowledge</u>	<ul style="list-style-type: none"> Demonstrates a commitment to support women through normal birth (E) Midwifery research and audit process (D) Evidence of continued professional development (E) 	X X		X X	
<u>Experience</u>	<ul style="list-style-type: none"> Teaching students (E) Midwifery practice in various settings (D) 	X X			
<u>Skills & Abilities</u>	<ul style="list-style-type: none"> Excellent verbal communication (E) Excellent written 	X X		X	X

	<p>communication (E)</p> <ul style="list-style-type: none"> • Able to make decisions (E) • Assertiveness (E) • Presentation and teaching skills (D) • Leadership skills (E) • Organisational skills (E) • Interpersonal skills (E) • Community experience (D) • Competent in perineal repair (E) • Waterbirth experience (D) 	X		X	X
<u>Work Related Circumstances</u>	<ul style="list-style-type: none"> • Ability to work flexibly • Ability to undertake physical effort e.g. lifting and handling • Occupational health clearance (E) 	X		X	