

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

Job Evaluation Reference Number:  
2021120732CEP



**University Hospitals of  
Morecambe Bay**  
NHS Foundation Trust

**JOB DESCRIPTION**

Job Title:	Maternity Support Worker – Smoking Cessation
Department/Ward:	Community and Unit settings at FGH
Band:	3
Care Group:	Women and Children's Services
Responsible to:	Midwife
Accountable to:	Named Midwife / Named CoC Team

<b>JOB SUMMARY:</b>	<p>Maternity Support Workers assist with caring for women, babies and their families throughout their maternity journey, working under supervision and within agreed guidelines and protocols when providing care to women and their families</p> <p>This Smoking Cessation post encourages people to develop healthier lifestyles through the provision of support and information based on the public health priorities and smoking prevention programmes.</p> <p>Together with members of the midwifery team the Smoking Cessation MSW will contribute to the implementation of a high standard of individualized care. Maternity Support Worker is expected to hold a Care Certificate and be able to demonstrate full compliance of the competencies of Band 2 MSW.</p> <p>Maternity Support Workers use additional skills within focused aspects of service delivery to enhance the service offered to women and their families; working alongside, but under the guidance of practitioners at all levels from across the multidisciplinary team including, but not limited to: obstetricians, midwives ultra-sonographers, physiotherapists and advanced nurse practitioners. You require knowledge of facts, principles, processes and general concepts in a field of work.</p> <p>Carry out a wider range of duties and will have more responsibility, with guidance and supervision available when needed. You will contribute to service development and are responsible for self-development.</p> <p>You will be part of a team working flexibly within the hospital and community setting covering various shift patterns.</p> <p>You will be expected to demonstrate self-directed learning, practice and reflection.</p> <p>There will be a period of competency-based training both initially and over the first year of employment / promotion which you must complete in order to perform all the duties of the job to the required standard.</p>
---------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### KEY WORKING RELATIONSHIPS:

Create effective and supportive relationships with women and their families to enhance the provision of personalised and safe woman-centred care:

- Proactively engages with patients and others in order to build and maintain positive relationships. Ensures all women and babies requirements are met with respect, privacy, dignity, sensitivity, empathy and recognising diversity at all times.
- To manage a small caseload of clients, within your team, to actively support throughout their pregnancy to stop smoking and improve health outcomes for mum and baby.

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

- Provide good quality personalised care in accordance with agreed local and national standards. ☐ Support the adaptation to parenthood.
- Understands and gains valid consent prior to action or providing care. Has the knowledge to document this promptly and clearly.

Understands the MSW's scope of practice and works within limits of own competence and authority:

- Recognises changes in either mother or baby's condition and understands to report any concerns including those expressed by the women (or their families) to the midwife.
- Ensures own clinical practice is safe and appropriate at all times.
- Assists in the implementation of direct clinical care performing a range of relevant clinical skills.
- Act within the limits of your competence and authority and adhere to local protocols and procedures.
- Develop your own knowledge and practice, which includes reflecting on your practice, and taking opportunities to improve your practice and apply learning in the workplace.
- Make use of supervision. Participate in regular supervision in line with local guidelines in order to continually improve your performance and gain support.

Contribute positively to a culture of team working, maintaining effective working relationships to maximise quality of care:

- Demonstrates an understanding of and uses care plans during shift identifying and reporting women's needs not included in the individualised care plan to the midwife in charge.
- Communicate and work as an effective team member of the clinical team in order to achieve desired outcomes that promote the well-being of mothers and babies.

Notice and respond appropriately to the changing needs of the woman and her family:

- Have awareness of safeguarding issues and report any concerns to the midwife in charge immediately.
- Provide women and their families with relevant information to support their individual needs. ☐ Demonstrates compassion by recognising the responding to individual needs in a warm, thoughtful, sensitive and helpful way.
- Is able to maintain professionalism when patients or relatives.

Promote a culture of health and well-being through providing information, advice and support to enable healthy lifestyle choices for all, whilst understanding the causes of ill-health related to women of childbearing age and their families:

- To provide information on health and smoking cessation to women and their families prior to booking.
- To follow the 'stop smoking procedures' and referral processes to support women and their families to stop smoking.
- To prescribe Nicotine Replacement Therapy following recognised training.
- To provide evidence based information and support based on the public health priorities.
- Understands the importance of both the physical and mental well-being of the woman and her family. Knows how to refer woman to appropriate interventions.
- Competent in advising women and their families about Safe Sleeping.
- Ensure personal fitness for work presenting a positive image of self and the organisation. Maintain professional conduct including appearance at all times.

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

Actively engage with public health initiatives:

- Competent in the collection of red blood spot sample for new-born screening.
- Competent to support women in their chosen method of feeding giving clear and consistent information on infant feeding and following and revising feeding plans as appropriate.
- Is able to recognise when to escalate feeding difficulties to midwifery staff.

Provide and monitor care safely and effectively:

- Take responsibility for the self-development of skills and competencies through participation in training and development activities maintaining up-to-date technical and professional knowledge relevant to the post. Is able to manage and prioritise own workload as appropriate.
- Is competent to perform maternal and neonatal observations and other aspects of clinical care following appropriate training and / or until relevant competencies are achieved.
- Recognise and respond appropriately to urgent and emergency situations ensuring the patient receives appropriate care and notifying the midwife in charge as soon as possible.

Communicate clearly and accurately using a range of written, verbal and non-verbal methods, maintaining confidentiality and upholding the principles of data protection at all times:

- Recognises the importance of documenting all care appropriately and contemporaneously.
- Is able to communicate effectively with staff, colleagues, patients and their families with sympathy and sensitivity where appropriate.

Participate in the teaching, training and mentoring of staff within the scope of the MSW role and responsibilities and in collaboration with the multi-disciplinary team:

- Act as an effective role model for new members of staff and provide support to the training of new members of staff.
- Undertake coaching or mentoring with new staff to support them.

Work within organisational policies and procedures to ensure maintenance of safe working practices for women, their families and colleagues.

- Support Trust values by ensuring that effective channels are used to canvas the views and concerns of all patients and their families.
- Understand the importance of following all local and Trust policies and guidelines to ensure patient safety and well-being is not compromised.
- Ensures awareness of when and how to report untoward incident and how to respond appropriately to patients or their families.

Assist in the maintenance of a safe working environment through the efficient use of resources to support the smooth running of the area, having due regard for the health, safety and welfare of self and others.

- Understands to report accidents, incidents or losses as they occur to the midwife in charge. Participate in initiatives to enhance service provision.
- Ability to contribute to service development, participating in audit to measure that standards are achieved

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

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

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

### **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.

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

### **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.