

Job Description

Job Title:	Health Visitor 0-19
Band:	6
Responsible to:	Health Visiting Team Manager
Department:	0-19
Directorate:	Children, Young People and Families

Cambridgeshire Community Services NHS Trust and Cambridgeshire and Peterborough Foundation Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects that all staff and volunteers to share this commitment and meet the competencies relevant to the role.

CPFT Values

	Behaviour	How we will demonstrate this behaviour
Professionalism	We will maintain the highest standards and develop ourselves and others	By demonstrating compassion and showing care, honesty and flexibility
Respect	We will create positive relationships	By being kind, open and collaborative
Innovation	We are forward thinking, research focused and effective	By using evidence to shape the way we work
Dignity	We will treat you as an individual	By taking the time to hear, listen and understand
Empowerment	We will support you	By enabling you to make effective, informed decisions and to build your resilience and independence

Job Purpose

The post holder has continuing responsibility for an identified caseload and is committed to the development of an effective high quality service to designated families with pre- school children and infants.

The post holder will use evidenced based practice to assess, plan, implement and evaluate care in line with the Healthy Child Programme, addressing inequalities in health and maintaining excellent links with relevant agencies.

Key Responsibilities

Clinical / Service Specific

1. Provide and receive highly complex, sensitive or contentious information for families and the wider multiagency team.
2. To establish and maintain relationships with clients and wider team members. To communicate highly sensitive condition related information including child abuse, to clients, relatives, and the wider multiagency team.
3. To interact with other team members throughout the Health Visiting Team, wider children's services, and other external agencies.
4. To motivate others within the Health Visiting Team. Make presentations to a wide audience
5. Lead and direct Health Visiting and Children's Centre teams in the delivery of the Healthy Child Programme, while facilitating and empowering decision-making within teams. Lead and implement policies, which inform and develop practice, while influencing strategies and policies, which improve health and reduce inequalities. This can be undertaken at a strategic level through health needs assessment.
6. The post holder will be able to demonstrate evidence of their NMC registration Professional Qualifications and specialist knowledge underpinned by theory.
7. Assess the physical emotional and developmental needs of infants and children within the context of the family and community environment.
8. Assess the need for further support for disadvantaged families and those in need of safeguarding.
9. Assess the health needs of a defined geographical community and particular target groups in relation to young children and their families.
10. Manage analyse and communicate data and information relating to health.
11. Plan, organise and evaluate straightforward and complex activities or programmes. Plan and organise own workload and child health clinics.
12. Participate actively in multi-agency planning meetings.
13. Be able to deliver presentations to a multi-agency audience
14. Must be a car owner/driver or have access to suitable alternative transport to enable you to undertake the role (Use of public transport is not seen as acceptable). You must have the ability to travel and may be required to work across both Peterborough and Cambridgeshire.
15. Be able to use basic IT system.
16. Promote the health, wellbeing and developmental needs of infants and young children. Plan implement, deliver and monitor programmes designed to promote health and reduce inequalities.
17. Respond in line with local safeguarding procedures to protect infants and young people from abuse and neglect.
18. Through excellent communication and relationship building address health inequalities.
19. Practice as an independent non medical prescriber within the framework of professional accountability.
20. Work in partnership supporting individuals and families to develop problem solving skills, foster positive relationships and promote health.
21. Follow policies as outlined by the employer, which includes locally agreed policies and standards.
22. Interpret local and national targets and quality indicators and put them into practice. Develop mechanisms to obtain feedback from stakeholders enabling further improvement of services. Support change and comment on proposals for change and contribute to developing and proposals.

Research & Service Evaluation

1. Maintain current knowledge in relation to practice and participate in life long learning, professional development, supervision, appraisal and reflection.
2. Participate in the Trusts Annual Staff Survey.
3. Identify and facilitate the development of team members to enable the development of a workforce fit for practice and purpose.
4. Audit and assess effectiveness of planned programmes in relationship to bench marking

Information Technology

1. Promote collaborative working with families and colleagues in other agencies and the voluntary sector. Working positively with any tensions or conflicts arising between parties
2. Maintain clear contemporaneous records in line with Professional Code of Conduct (NMC 2008) and all Trust policies. This is the full responsibility of the individual.
3. All information recorded is subject to the Data Protection Act

Financial Responsibility

1. Personal duty of care in relation to equipment and resources. Ensure all equipment is maintained and sent for servicing when requested

Human Resources

1. Access Child Protection Supervision, Clinical Supervision and Management Supervision as stated within the current policy documents. Provide & receive regular clinical supervision in accordance with good practice guidelines and Trust policy.
2. Allocate workload to other members of the clinical team related to their capabilities and competency. Complete appraisals for allocated staff within the Health Visiting Team. Provide clinical and management supervision for allocated staff within the Health Visiting Team.
3. Work within the current policy for supervision of students within your working environment.
4. Work in partnership respecting and valuing diversity, including age, race, culture, disability, gender, spirituality and sexuality.
5. To train and develop your staff and to carry out at least annually an appraisal, objective setting and personal development planning meeting.

Training & Development

- To participate in regular supervision in accordance with good practice guidelines and Trust policy.
- To participate in the Trust's annual Appraisal process.
- To attend all relevant mandatory training as and when required to do so.

Quality & Patient Safety

- Protection of Children & Vulnerable Adults – To promote and safeguard the welfare of children, young people and vulnerable adults.
- Implementation of NICE guidance and other statutory / best practice guidelines. (if appropriate)
- Infection Control - To be responsible for the prevention and control of infection.
- Incident reporting - To report any incidents of harm or near miss in line with the Trust's incident reporting policy ensuring appropriate actions are taken to reduce the risk of reoccurrence.
- To contribute to the identification, management and reduction of risk in the area of responsibility.
- To ensure day to day practice reflects the highest standards of governance, clinical effectiveness, safety and patient experience.
- To ensure monitoring of quality and compliance with standards is demonstrable within the service on an ongoing basis.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients/ clients, visitors and staff.

General

- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.
- To comply with the Professional Codes of Conduct and to be aware of changes in these. To maintain up to date knowledge of all relevant legislation and local policies and procedures implementing this.
- To ensure that all duties are carried out to the highest standard and in accordance with currently quality initiatives within the work area.
- To comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information and to be aware of any changes in these.
- To comply at all times with the Trust's Information Governance related policies. Staffs are required to respect the confidentiality of information about staff, patients and Trust business and in particular the confidentiality and security of personal identifiable information in line with the Data Protection Act. All staff are responsible for ensuring that any data created by them is timely, comprehensive, accurate, and fit for the purposes for which it is intended.

Equality & Diversity

The Trust is committed to equality and diversity and works hard to make sure all staff and service users have access to an environment that is open and a free from discrimination. As a Trust we value the diversity of our staff and service users, and therefore recognise and appreciate that everyone associated with the Trust is different and so should be treated in ways that are consistent with their needs and preferences.

Therefore all staff are required to be aware of the Trust's Equality and Diversity Policy and the commitments and responsibilities the Trust has to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.

- Foster good relations between people who share a protected characteristic and those who do not.

We firmly believe that it makes good business sense to have a workforce representative of the communities we serve and so encourage applications from all sections of the community.

To be noted:

- This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties, which fall within the grade of the job, in discussion with the manager.
- This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.
- This post is subject to the Rehabilitation of Offenders Act 1974 (Exemption Order 1975) and as such it will be necessary for a submission for disclosure to be made to the Criminal Records Bureau to check for previous criminal convictions. The Trust is committed to the fair treatment of its staff, potential staff or users in line with its Equal Opportunities Policy and policy statement on the recruitment of ex-offenders.

Person Specification

Job Title:	Health Visitor
Band:	6
Responsible to:	Health Visitors Team Manager
Department:	Health Visiting

Criteria	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> Health Visiting Certificate/ Diploma/Degree. NMC Registration 	<ul style="list-style-type: none"> ENB 998 or equivalent. Evidence of further Professional Development Nurse Prescribing (V100)
Experience	<ul style="list-style-type: none"> Evidence of Multi-agency working. Experience of working with children, young people and families. Cultural awareness. Evidence of managing Child Protection work. Experience of supervising junior staff Evidence of reflective practice 	<ul style="list-style-type: none"> Management experience. Experience of delivering staff appraisal. Clinical Supervisor qualification or evidence.
Skills & Abilities	<ul style="list-style-type: none"> Ability to work collaboratively with multi-agencies to meet the complex health needs of the community. Positive attitude to change Excellent verbal and non-verbal communication skills. Maintain own caseload. Work as part of a skill mix team. Competent user of IT systems Capable of flexible and logical thought. Listening skills Understanding of the principles of clinical audit and supervision. Presentation Skills 	<ul style="list-style-type: none"> Evidence of IT Qualifications Counselling Skills.
Knowledge & Understanding	<ul style="list-style-type: none"> Health Visitor Implementation Plan Healthy Child Programme Knowledge of current NHS structure Understanding of wider determinants of health Knowledge of current issues and wider aspects of Health Visiting Knowledge of the Public Health Agenda. 	

Physical Requirements	<ul style="list-style-type: none">• Car owner/driver, or suitable alternative transport to enable you to undertake the job (use of public transport is not seen as acceptable). If necessary, adjustments may be considered to comply with the disability discrimination act.• You must have the ability to travel and may be required to work across both Peterborough and Cambridgeshire.	
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The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The Trust believes in treating everyone with dignity and respect and encourages applications from all sectors of the community. We guarantee an interview to candidates with disabilities who meet the minimum essential criteria.