

Job Description

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| AfC Ref (if applicable): | 1405 |
| 1 Job details | |
| Job title: Band: Hours: Contract: Location: Responsible to: Reports to: Liaises with: | Public Health Nurse 5 As contract As contract St Helens Service Lead Team Leader Statutory and Voluntary Agencies within St Helens |

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| 2 Job purpose |
| <p>To support the development of the Integrated Children's Division, working in partnership with the Local Authority, Partner agencies and Primary Care Teams.</p> <p>To organise and participate in child health surveillance on all children at appropriate ages in accordance with The Healthy Child Programme 0-19.</p> <p>To identify and prioritise health care needs of children, young people and their families and working in partnership with people throughout the care planning process.</p> <p>To develop and deliver health care and health promotion as a member of the Children's Division, using evidence based practice and professional leadership and management.</p> <p>To develop effective links with key people in delivering services to enable people to improve their own health.</p> <p>To contribute to safe, effective services and provide children and families with a positive experience of our Service.</p> |

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| 3 Role of directorate/department |
| <p>The Integrated Children's Division is a large dynamic frontline service within Wirral Community Health and Care NHS Foundation Trust. It comprises of the 0-19 service on Wirral, Cheshire East, St Helens and Knowsley, Integrated Children's Therapy teams and Sexual Health.</p> |

Responsible for clinical delivery of services to defined performance indicators including quality standards and patient experience

4 Main duties and responsibilities

The successful candidate will work as part of the St Helens 0-19 service to support children, young people and families.

This will include delivering packages of care, to empower children, young people & families to develop strategies to support their developmental, physical and emotional health needs. One of the focuses of the team is early intervention and holistic, family centred approach to ensure CYP are supported to fulfil their potential.

1. Professional

1.1 Works across St Helens supporting delivery of the Healthy Child Programme 0-19.

1.2 Works as an autonomous practitioner and taking responsibility for the care they give to service users but within their own limits of competency and confidence.

1.3 Manages a delegated active caseload, working as a member of a skill mixed team, who is responsible for providing seamless care, knowing when to refer to more experienced or specialised practitioners when appropriate, including Health Visitors and School Nurses

1.4 Attend and participate in multi-agency meetings for individual children on their caseload, ensuring comprehensive, factual reports are written if unable to attend or arrange alternative representation.

1.5 Responsible for safeguarding by recognising and responding when a child or adult might be at risk from abuse, but also recognising their own limits and escalating concerns when necessary, as directed by both local and national policy.

1.6 Ensure safeguarding supervision is accessed as per policy.

1.7. Work in partnership with children and their families in identifying Early Help health needs and planning care; Independently assess the physical Support the delivery of immunisations in Schools and community clinics, mental and emotional needs of school aged children.

1.8 Actively establish good working relationships with all agencies, statutory and voluntary involved in the Health and Welfare of children.

1.9 Actively participates in monitoring health needs of children including those children with safeguarding plans.

1.10 Ensure that clinical governance principles and practice are adhered to.

1.11 Involved in the research process working in partnership with management and Quality and Governance unit to influence and implement evidence based changes.

1.12 Responsible for risk assessing, organising, planning and delivering home visits, clinic / drop-in sessions in various community settings adhering to Trust's guidelines and policies for infection control and health and safety.

1.13 Contributes to the prevention and control of the spread of infection.

1.14 Participates in clinical supervision as recommended by the NMC guidelines and Trust policy. Attends regular management/caseload supervision with Team Leader.

1.15 Participates and undertakes in annual appraisal as per Trust policy.

- 1.16 Possesses the Trust's core competencies for Band 5 and attends mandatory training relevant to Role.
- 1.17 As a lone worker adheres to the Trust health and safety and lone working policies.

0-5 years:

- 1.18 Support the delivery of care for children under 5 years within Signs of safety Subject to Child Protection Plans, Child in Need Plans and Children Looked After and Early Help working within their own level of competency.
- 1.19 Organise and participate in child health surveillance and health promotion on all children aged 0-19 and their families as set out by the National Healthy Child Programme.
- 1.20 Support Nursery and Education settings with supporting pupils who require an individual care plan.
- 1.21 Plan and support the delivery and review of individual health care plans and identify and liaise with other appropriate agencies as required to meet the needs of children and young people.
- 1.22 Undertake Healthy child Reviews and contacts and promotes uptake of immunisations as per Trust and professional guidelines.
- 1.23 Support the delivery of identified packages of care, providing support and advice to client.
- 1.24 Provide listening visits to women who have identified low level mental health concerns within level of competence.
- 1.25 Participate in the training and teaching of medical, specialist community public health students and nursing students

5-19 Years:

- 1.26 Support the delivery of care for children over 5 years within Signs of safety Subject to Child Protection Plans, Child in Need Plans and Children Looked After, working within their own level of competency.
- 1.27 Provide drop-in services in various community settings, for children, young people and families, to enable access to health advice/guidance in confidence.
- 1.28 promote, coordinate and deliver immunisation programmes in accordance with Trust guidelines and Department of health recommendations.
- 1.29 Assess and support children and their families where appropriate, with specific physical, mental, emotional or social needs and refer to other agencies as appropriate.
- 1.30 Ensure core service delivery to schools in accordance with service specification.
- 1.31 Work with children, young people and their families in addressing local public health needs, including obesity and sexual health, as directed by our Commissioners.
- 1.32 Provide holistic assessment and interventions to improve family health.
- 1.33 Participate in the training and teaching of medical, specialist community public health students and nursing students

2. Administration

- 2.1 Maintains accurate paper and SystmOne computer records as outlined in the NMC guidelines.
- 2.2 Works in accordance with the Trust's policies/procedures and clinical guidelines.

2.3 Reports any absence from duty to the Team Leader and the Service lead in accordance with Trust guidelines.

2.4 Works in accordance with the NMC code of professional conduct.

2.5 Ensures professional registration and revalidation is valid.

2.6 Attends mandatory training and essential learning in line with Trust Guidelines

2.7 Maintains own professional development.

The post holder will be required to undertake any other duties and responsibilities within the framework of the post.

This is not intended to be exhaustive and may be reviewed periodically with the post holder to ensure that the job relates to the job being performed.

5 Vision and values

Our common purpose and values were developed by staff from across the organisation and reflect who we are and what we stand for.

Our common purpose is...

Together...

we will support you and your
community to live well.

Our values...

Compassion

Supportive and caring, listening
to others.

Open

Communicating openly, honestly
and sharing ideas.

Trust

Trusted to deliver, feeling
valued and safe.

6 Data protection (Data Protection Act 1998) / Freedom of Information Act 2000 / Computer Misuse Act 1990

Wirral Community Health and Care NHS Foundation Trust fully supports the principles of corporate governance and recognises its public accountability, but equally places importance on the confidentiality of, and the security to safeguard, both personal information about patients and staff and commercially sensitive information. It is an annual requirement for employees to complete basic online Information Governance training.

Responsibilities for all staff

Compassion Open Trust

To ensure the confidentiality and security of all information that is dealt with in the course of performing your duties in accordance with the requirements of the Data Protection Act 1998 and adhere to the principles of Caldicott.

Employee should be aware that the Trust operates a 'Code of Conduct for handling personal identifiable information'. They should become familiar with the 'Code' and keep up to date with any changes that are made. Breaches of the guidelines in the 'Code' could be regarded as gross misconduct and may result in serious disciplinary action being taken, up to and including dismissal.

To comply with and keep up to date with the requirements of legislation such as the Freedom of Information Act 2000 and the Computer Misuse Act 1990.

With the addition of management responsibilities for managers

To ensure that your staff maintain that the confidentiality and security of all information that is dealt with in the course of performing their duties is in accordance with the requirements of the Data Protection Act 1998 and the principles of Caldicott.

To ensure that your staff are aware of their obligations under legislation such as the Freedom of Information Act 2000, the Computer Misuse Act 1990 and that staff are updated with any changes or additions relevant to legislation.

7 Appraisal / Learning and development

Wirral Community Health and Care NHS Foundation Trust is committed to supporting staff in carrying out their roles. As part of our commitment to supporting staff carrying out their roles, the Trust operates an annual appraisal. Wirral Community Health and Care NHS Foundation Trust appraisal is based on the principles of good people management and how organisations can enable people to work effectively. Wirral Community Health and Care NHS Foundation Trust appraisal aims to support the effective learning and development of individuals and teams.

8 Equal opportunities

Wirral Community Health and Care NHS Foundation Trust recognises the need for a diverse workforce and is committed to Equal Opportunities in employment and seeks to eliminate unlawful racial, sexual or disability discrimination, to promote equality of opportunity and good relations between staff and clients of differing groups under the Equality Act 2010.

9 Risk management and health and safety at work

Employees must be aware of the responsibilities placed upon them under the Health & Safety at Work Act (1974), to ensure the agreed safety procedures are carried out to maintain a safe environment for employees and visitors.

10 Infection control

Reducing the risk of infection through good infection control practice is the key priority for Wirral Community Health and Care NHS Foundation Trust. It is the responsibility of every member of staff to prevent and control the spread of infection. In order to maintain high standards of infection and prevention control all staff are expected to comply with Trust infection and prevention control policies, procedures and best practice guidance and report and concerns to their managers.

Staff are required to attend mandatory infection prevention and control training as set out in the Trust mandatory training matrixes.

11 Safeguarding

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.

12 Smoking

The NHS is smoke free. Smoking is not permitted on any of our premises or the surrounding land including car parking facilities.

13 Policies and procedures

Wirral Community Health and Care NHS Foundation Trust has numerous policies and procedures in place which provide standard organisational ways of working, in line with organisational objectives, relevant legislation and requirements. Policies allow for continuity and consistency within the Trust. Employees must abide by and adhere to all Wirral Community NHS Trust's policies, at all times.

14 Agreed job description

Post holder

Name:.....

(please print)

Signature:.....

Date:.....

Manager

Name:.....

(please print)

Signature:.....

Date:.....