

# Triage and Maternity Unit Rotational Midwife

## Nursing and Midwifery

### Job Description and Person Specification



## About us

With a dedicated workforce of more than 7,500 staff and volunteers and an income of £570m, Barking, Havering and Redbridge University Hospitals NHS Trust (BHRUT) is one of the larger acute trusts in the country. We provide care for a population of about 750,000 people across north east London (NEL), and that number is predicted to increase by 15 per cent over the next ten years. Our Trust serves three London boroughs with diverse populations, and more than half of our workforce identify as Black, Asian, or Minority Ethnic. In addition, eight out of every ten employees are women, and most of our workforce live within the host boroughs of Barking and Dagenham, Havering, and Redbridge.

We also provide healthcare services to people in south west Essex, and specialist neurosciences services to the whole of the county.

Our services include all the major specialties of large acute hospitals, operating from two main sites - King George Hospital in Goodmayes and Queen's Hospital in Romford. We also provide outpatient services at Brentwood Community Hospital, Barking Hospital, Loxford Polyclinic and Harold Wood Polyclinic. We have two of the busiest emergency departments in London - in 2019/20, emergency and urgent attendances (Type 1 & 2) were 189,518 and there were nearly 65,000 ambulance arrivals at both sites.

Over recent years, our Trust has made significant improvements to the quality of care we provide patients. Four years ago, following a re-inspection of services by the Care Quality Commission, BHRUT was taken out of quality special measures, and we have improved our overall rating from 'Inadequate' to 'Requires Improvement'. Since then, on-going improvements in the quality of care have been recognised by various external partners and organisations. In early 2018, the Trust entered Financial Special Measures. A Financial Recovery Plan is in place to deliver the financial savings required over the coming years.

Like other trusts across the country, Covid-19 meant we had to transform, overnight, the way we cared for patients and delivered services. Collaborative working with system colleagues ensured we were one of the first to set up a long Covid clinic that is proving invaluable in supporting the on-going needs of residents. During the vaccine rollout, King George Hospital was designated a vaccination centre and was established and launched in seven days.

Our Trust has been making good progress as we respond to the needs of those people whose treatment was delayed by the virus, although we have much work to do to improve waiting times for urgent and emergency care, and performance against the four-hour emergency access standard remains challenged, in comparison to most other London trusts. This aspect of the organisation's work will be one of the many benefits of closer collaboration with Barts Health. Working with them, and with all partners across NEL, we will find a sustainable solution that will enhance patient care.

We are particularly proud of our regional Neurosciences Centre; Radiotherapy Centre; Hyper Acute Stroke Unit; and dedicated breast care service at King George Hospital. We're also pleased to be part of the NEL Cancer Alliance.

As well as having a Hyper Acute Stroke Unit at Queen's Hospital, the stroke service has transformed from being 'D' rated to the highest possible 'A' rating. The improvements that have taken place have included changing stroke consultants' working patterns to match demand and introducing a virtual ward that allows patients, where appropriate, to receive care and support in their own homes.

In 2017, the Trust unveiled one of the UK's first Halcyon radiotherapy machines, which is just one example of the cutting-edge treatment we now offer patients. We also provide Ethos therapy, which uses artificial intelligence to tailor treatment to patients' changing daily anatomy (in terms of their tumour's shape and position).

We offer staff the opportunity to train to become nurses, while continuing to work full-time in our hospitals. This pioneering Registered Degree Nursing Apprenticeship is transforming lives - and helping to reduce shortages - by supporting staff who wish to progress to become nurses but who were unable to undertake the usual degree route after leaving school. Growing our own nursing workforce through this route is just one of the ways we have reduced our nursing vacancies and improved retention rates.

Patient experience is hugely important to us as a Trust, and has been recognised at the national Patient Experience Awards, particularly for the support we provide to bereaved families. We are also developing our staff networks and we are determined to continually improve our culture for the benefit of our workforce and our patients. We have appointed a Director for Equality, Diversity and Inclusion who is leading the work to foster a culture that is fair, equitable and inclusive and where every voice counts.

With such continuous improvement always at the forefront of our thinking, we are proud to have partnered with the Virginia Mason Institute, along with four other trusts in the country. Now, with the five-year collaboration at an end, we are continuing to embed The PRIDE Way as our methodology for quality improvement.

**OUR VISION:** TO PROVIDE OUTSTANDING HEALTHCARE  
TO OUR COMMUNITY, DELIVERED WITH PRIDE

## OUR PRIDE VALUES

PASSION

RESPONSIBILITY

INNOVATION

DRIVE

EMPOWERMENT

## Job Description

**Job title: Community and Maternity Unit Rotational Midwife**

**Band: 6**

**Hours of work: 30**

**Location: BHRUT All Sites**

**Specialty/department: Maternity**

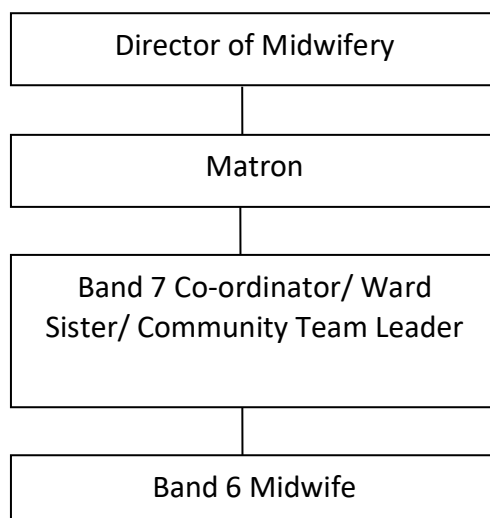
**Accountable to: Director of Midwifery**

**Responsible to: Matron**

### 1. Job purpose

To provide antenatal, intrapartum and postnatal care to women and babies during their pregnancy, birth and aftercare.

#### Organisational Position



## **2. Relationships**

The post holder is expected to establish and maintain positive interpersonal relationships with other staff members characterised by trust, mutual respect, and open, honest communication.

### **Internal Relationships**

Midwives  
Obstetricians  
Support staff  
Internal agencies

### **External Relationships**

Members of the public  
External agencies

## **3. Job summary**

- To provide a full range of health education, psychological and social care advice to women, including preconception care where required and in various settings
- To be responsible and accountable for the full range of care needs and develop, implement and evaluate programs of care throughout the antenatal, intra partum and postnatal period for women and their babies.
- To act as a preceptor for newly qualified midwives and other staff.
- To work autonomously within guidelines and spheres of professional practice.

## **4. Clinical / operational responsibilities**

- Provide ante, intra and post partum midwifery care, which is reflective of research-based evidence in an appropriate setting.
- To participate as a lead professional in relation to midwifery-led care in order to promote health.
- To participate in relevant parent education programmes enhancing knowledge, skills and parents choices.
- To act as an advocate for women and their families and make appropriate referral where necessary.
- To liaise with other appropriate multidisciplinary teams and organisations for effective collaborative care.
- To communicate sensitive and complex information effectively and support the care pathway.

- To be able to identify and offer appropriate services to women and babies who are high risk or socially deprived.
- To work towards implementing Government initiatives of reduction in smoking, low birth weight births and increasing breast-feeding rates.
- To provide confidential non-directive support and guidance for women at risk of domestic, physical or psychological abuse.
- To carry out duties in all areas of the maternity services in a safe manner in order to maintain a high standard of midwifery practice for all women and their babies by:
  - Being conversant with all documentation issued by Nursing and Midwifery Council (NMC).
  - Administer care in accordance with The code (2015) NMC:
  - Being guided by clinical guidelines and adhere to policies of the Trust and to be aware of any changes that affect midwifery practice.
  - Maintaining contemporaneous records in an accurate and legible manner.
  - Being aware of all London and Essex child protection and safeguarding procedures.
  - Making appropriate judgments on a range of complex midwifery and child protection issues, which require assessing, analysing, investigation and action.
  - Actively participating in clinical governance strategy, audit and risk management



## **5. Policy, service, organisational and professional responsibilities**

To carry out duties in a safe manner in order to maintain a high standard of midwifery practice for all women and their babies by:

- Being responsible for revalidation requirements and have a portfolio of evidence.
- Practicing within the NMC Code (2015)
- Being guided by clinical guidelines and adhere to policies of the Trust and to be aware of any changes that affect midwifery practice.
- Maintaining contemporaneous records in an accurate and legible manner.
- Being aware of all Safeguarding procedures locally and nationally.
- Making appropriate judgments on a range of complex midwifery and safeguarding issues, which require assessing, analysing, investigation and action.
- Actively participating in clinical governance, audit and risk management
- Ensure incidents are reported through the Safeguard electronic system
- Treating colleagues, patients and visitors with honesty, respect and dignity

## **6. Management Responsibilities**

To prioritise own workload and utilise staff and resources effectively by:

- Liaising with band 7 coordinators/team leaders /ward managers for advice and support, deputising when appropriate.
- Assisting with data collection process by providing relevant information and statistics as required.
- Ensuring effective and appropriate communications in the transfer of care, in order to maintain continuity using the SBAR tool.
- Supporting individual members of the multidisciplinary team to enhance work environment.
- Working as a team to maintain a cost effective service within an identified budget.
- Taking responsibility to ensure all equipment is maintained in working order.
- Participating in orientation and mentorship of new staff and student midwives.
- Participating in complaint resolution at local level.

## **7. Educational Responsibilities**

- Encourage innovation and evidence-based midwifery practice.
- Participate in mandatory training as stated within the education training needs analysis.
- Act as a preceptor for student midwives, nurses and medical students.
- Participate in the orientation /induction programme for staff.
- Maintain an atmosphere conducive to learning.
- Participate in research and audit within the service.
- Inform women and families of all services available to them.
- Participate in informing women with the most up-to-date unbiased information so as to support informed choice.

## **8. Health and Safety Responsibilities**

- Be conversant with and adhere to all Health and Safety policies and procedures of the Trust including manual handling .To assist in the frequent and safe movement of Clients and equipment.
- Adhere to Trust security policies/protocols.
- Report any faulty equipment or hazards to relevant area within the Trust.
- Initiate incident reporting mechanism by completing appropriate on line documentation.
- Specifically adhere to COSH requirements.

Conversant with Trust policies with regard to dealing with body fluids, i.e. blood, blood products and liquor to which midwives are exposed on a daily basis.

- Be conversant with and adhere to all Health and Safety policies and procedures of the Trust including manual handling .To assist in the frequent and safe movement of Clients and equipment.
- Adhere to Trust security policies/protocols.
- Report any accident/incidents to senior midwife on duty or Midwifery Matron in her absence and complete appropriate forms.



## **9. Personal Development**

All staff are required to be appraised by their line managers at least once a year at a personal development review meeting where progress made over the last year is discussed and agreed. Focus on the following year's departmental and personal objectives will be identified, discussed and agreed. Where necessary, help and support will be provided and development opportunities agreed in line with service provision and knowledge and skills competency framework.

## **10. Mandatory Trust responsibilities**

### **Amending the job description**

This is a newly created role and it is expected that as the organisation develops and changes, it may be necessary to vary the tasks and/or the responsibilities of the postholder. This will be done in consultation with the postholder and it is hoped that agreement can be reached to any reasonable changes.

### **Confidentiality**

The post holder must at all times maintain a complete confidentiality of the material and information that they handle. Any matters of a confidential nature, or in particular, information relating to diagnoses and treatment of patients and individual staff records must not, under any circumstances, be divulged or passed on to any unauthorised person or persons. The postholder must respect patient named confidentiality in keeping with "Caldicott principles".

### **Data protection**

The Trust relies on special provisions under data protection legislation to process personal information. Personal information includes name, address, national insurance number and date of birth as well as anything else confidential or sensitive. For example, racial or ethnic origin, trade union membership, health and the commission or alleged commission of any criminal or civil offences.

The Trust's fair processing notice is on our [website](#) details what personal information the trust uses, why this is required, the lawful basis for processing (legitimate reasons for collection, storage, usage and sharing), how the Trust processes (uses, stores, retains, disposes and protects) personal information, retention periods, who we share personal information with, confirmation of your information rights and the process for reporting a complaint or concern.

The Trust will lawfully process your personal information in compliance with data protection legislation.

### **Leaders' agreement**

If the post holder has leadership and/or line management responsibility, then they are responsible for demonstrating, and developing in line with, the standard of behaviour as outlined in our Trust 'Leaders' Agreement'.

## **Policies and procedures**

The post holder will be expected to comply with all statutory legislation, Trust Financial Framework Guidance and approved national and local policy. The postholder is also expected to be aware of our Trust's Risk Management Strategy which includes the responsibilities placed on them by the Health and Safety at Work etc Act (1974) and the Clinical Governance Framework. All employees are expected to comply with all Trust Policies and Procedures.

## **Safeguarding children and vulnerable adults**

Safeguarding and promoting the welfare of children, young people and adults is central to the care provided by our Trust and the post holder must be aware of their responsibilities and work in line with our Trust's Safeguarding Adult and Children Procedures.

## **Health and safety**

Employees must be aware of the responsibilities placed on them by the Health and Safety at Work etc Act (1974) to ensure that the agreed safety procedure is carried out to maintain a safe environment for the other employees and visitors.

## **Sustainable development and our health and wellbeing**

The Trust is committed to UK Climate Change Act and NHS Sustainable Development Unit strategy to reduce its business activity related carbon emissions and its impact on the environment. Our Sustainability vision is to "continually sustain, retain and enhance the savings and culture change to meet our sustainability commitments."

All staff are required to support the Trust's Sustainability vision, which aims to minimise environmental and healthcare impacts by developing preventative approaches. This will help improve the internal and external environment, reduce impact on natural and energy resources, reduce air pollution, prevent infection, provide financial savings and improve the health and wellbeing of staff, patient and the public.

All Managers Band 7 and above are required to take appropriate responsibility in their departments. They are expected to support in raising awareness, encouraging staff on waste segregation, energy savings, promoting active and healthy modes of travel, help reduce waste and embed sustainability by completing a Sustainability Impact Assessment on their local activity and business cases.

## **Infection control**

Employees must be aware of the responsibilities placed upon them by The Health Act (2007) to ensure they maintain a safe, infection free environment. This includes the knowledge and understanding of the management of infected patients and the principles of Standard Infection Control Precautions including the correct technique for Hand Washing and the appropriate use of Personal Protective Equipment (PPE).

## **Smoke free**

Our Trust buildings and grounds became fully Smoke Free on National No Smoking Day 11th March 2015. Our Trust expects all staff to promote healthy living and to set good examples in their own behaviour. Those not ready to quit smoking must remain smoke free during working hours, and will not be able to smoke in Trust uniform, in Trust grounds including car parks, while driving on Trust business or take smoking breaks. Second hand smoke causes heart and lung disease, and is harmful to young children. However, disposable or rechargeable e-cigarettes (“vaping”) may be used outside hospital buildings.

## **11. General**

The post holder will be expected to comply with all statutory legislation, Trust Financial Framework Guidance and approved national and local policy.

The postholder will be expected to be responsible for his/her continuing professional development and to take a proactive approach to maintaining personal and professional effectiveness in an evolving role.

The duties and responsibilities described in this Job Description are intended to be indicative but not exhaustive of the responsibilities of the postholder. As our Trust develops, the requirements of the job may change and the postholder is expected to adapt to these changes.

## **12. Equal opportunities policy**

Our Trust operates in a multi-ethnic area. All members of staff are expected to take into account equalities in all areas of work.

All employees are expected to abide by our Trust’s equal opportunities policy, failure to do so could result in disciplinary action up to and including dismissal.

**Date: 08/10/2021**

**Prepared By: Tracy Beason**

## Person Specification

CRITERIA	ESSENTIAL	DESIRABLE
<b>EDUCATION &amp; QUALIFICATIONS</b>		
Registered Midwife NMC registered	✓	
Degree in midwifery or equivalent	✓	
Evidence of professional development NIPE course Mentorship qualification		✓
MELPS/ENB 997/998 or equivalent		✓
Have a sound knowledge of 'The Role of the Midwife' and of 'The Midwives Rules and Standards and 'The Code'.		✓
<b>SKILLS &amp; ABILITIES</b>		
Competent within the designated working area in professional midwifery skills, e.g. suturing, cannulation, home births, obstetric emergencies, scrubbing in theatre and CTG interpretation	✓	
Ability to cope with pressure and maintain good working relationships within a multidisciplinary setting	✓	
Must have a positive attitude and assist in implementing changes within resources available	✓	
Total commitment to ensuring a high standard of care is delivered to all women. Assist with the setting and monitoring of these standards	✓	
To be able to provide appropriate pain management for ante natal, intra partum and post natal women.	✓	
<b>KNOWLEDGE &amp; EXPERIENCE</b>		
Experience in CoC team		✓
Responsible for a range of complex midwifery problems which require assessing, analysing and investigation	✓	
Experience with mentoring of student midwives/nurses	✓	
Have experience of taking charge of a ward in the absence of the person who	✓	

has continuing responsibility		
Have a sound knowledge of 'The Role of the Midwife' and of 'The Midwives Rules and Standards and 'The Code'.	✓	
<b>PERSONAL QUALITIES</b>		
Excellent communication skills both written and oral	✓	
Good attendance record	✓	
To be able to assist and accommodate all alternative positions in labour according to the women's needs	✓	
Able to communicate clearly using verbal and non-verbal skills in situations which are frequently highly distressing, i.e. baby with deformities, still birth/neonatal death and child protection issues. Be sympathetic and empathetic to the women's needs	✓	
Flexible work commitment to cover 24 hour service and on call for community	✓	
Car driver with a clean driving licence if working in the community	✓	