

1. JOB DETAILS	
<b>Job title:</b>	<b>Specialist Practitioner Health Visitor</b>
<b>Accountable to:</b>	<b>Locality Manager</b>
<b>Managerially (if required)</b>	<b>Locality Manager</b>
<b>Professionally (If required)</b>	<b>Locality Manager</b>
<b>Agenda for Change Band:</b>	<b>6</b>
<b>Location:</b>	<b>Gateshead</b>
2. JOB SUMMARY	
(A brief description of the main purpose of the post)	
<p>The Health Visitors' role is to prevent ill health and promote positive holistic health care for an identified population and community and to take responsibility for ensuring the physical and mental health needs of families, acting as an advocate for the client and community.</p> <p>Health Visitors plan, organise and deliver programmes of care in conjunction with the family and the multi-disciplinary team and undertake continuous on-going assessment of children, young people, and families. They provide an evidenced based service to children, people, families, and communities in accordance with National and Local Policy initiatives.</p> <p>The role is underpinned by the principles of health visiting practice.</p>	
3. ROLE OF DEPARTMENT	
(The function of the department in which the post holder works)	
<p>To provide a high standard of clinical care to meet the needs of the local population in delivering the core commissioned service.</p>	
4. ORGANISATIONAL CHART	
(Including in diagrammatic form to whom the post is responsible to and any posts which are responsible to the post holder)	
<div style="border: 1px solid black; width: 80%; margin: 0 auto; padding: 10px; text-align: center;">Service Manager</div> <div style="text-align: center; margin: 10px 0;">↓</div> <div style="border: 1px solid black; width: 80%; margin: 0 auto; padding: 10px; text-align: center;">Locality Manager</div> <div style="text-align: center; margin: 10px 0;">↓</div> <div style="border: 1px solid black; width: 80%; margin: 0 auto; padding: 10px; text-align: center;">           Health Visitor             Early Years Practitioner and Administrative Support         </div>	

## **5. KEY WORKING RELATIONSHIPS**

(The range of individuals and organisations the post holder has contact with, how regularly and for what purpose)

Families and children; other health professionals; statutory and voluntary agencies communicate via e-mail, telephone and on a one-to-one basis to ensure a cohesive plan of care for individuals, families and communities is delivered.

## **6. DUTIES AND RESPONSIBILITIES OF THE POST**

### **Clinical Responsibilities**

- To deliver the commissioned service.
- Utilise specialist skills and knowledge to assess the needs of clients and their families and Communities. Develop, deliver, and review packages of care that ensure appropriate treatment and referral to maximise potential health outcomes.
- Work as an autonomous practitioner, assuming professional and legal accountability for all aspects of own work in line with the Trust's objectives and national and local guidance.
- To utilise specialist nurse prescriber knowledge to diagnose, prescribe and treat a range of clinical conditions.
- Advise, educate, and support families and communities on specific health practices in order to achieve pre-determined local and national health targets.
- Act as client advocate, especially where outcomes may be influenced by conflicting agendas, or barriers to understanding exist.
- Utilising caseload profiling, identify the health needs of a designated area and promote programmes for the client population to alleviate the problems caused by physical, social, and emotional ill health.
- To apply contemporary, theoretical knowledge regarding child protection and children in need to health visiting practice. To ensure Local Safeguarding Children's Board policies and procedures are followed.
- To be an active participant in all meetings pertaining to child protection and children in need cases, and in the formulation of all plans.
- To provide written reports including a risk analysis and chronology where required
- To provide up to date skilled evidenced based care, advice and support to clients and carers.
- Liaise closely with other health professionals, statutory and voluntary agencies, to ensure a cohesive plan of care for individuals, families and communities is delivered.
- To collate and coordinate information so that the best interests of the children are met. This is a key role in relation to the interface between multi agency working and between primary and secondary care.
- To take responsibility for calling, coordinating, and chairing meetings, minute taking and dissemination of minutes, where appropriate.
- To be an active participant in clinical supervision in respect of Child Protection

### **Management / Leadership Responsibilities**

- Plan own workload to meet the changing demands of the client caseload.
- Provide day to day management and supervision to support staff in delivering an agreed programme of care.
- Ensure complete accurate and contemporaneous records in accordance with the N.M.C and Trust guidelines, policies, and procedures.
- Participate in recruitment and selection process.
- Manage sickness absence within the team.
- Undertake appraisals, mentorship, and performance management reviews of

identified support staff.

- Provide up to date information and statistics to the required deadlines.
- Responsible for submitting activity data to achieve necessary deadlines.

### **Research and Audit Role**

- To work within the Trust's clinical governance and clinical effectiveness policies and guidelines regarding providing data, audits, client satisfaction surveys.
- To adhere to the Trust's guideline around the ethics committee when using clinical material.

### **Managing Resources Responsibilities**

- Support the line manager in the identification of resources and monitor their efficient and economical use.
- Identify and bid for additional resources to develop services.
- Ensure safe use of all equipment used by self and others, including cleaning in accordance with infection control policies/guidelines.

### **Education and Training**

- To comply with the NMC requirements.
- To take responsibility for personal and professional development by keeping professionally updated because of research, reading appropriate articles, reports etc, and by the attendance at continuing education sessions, courses, workshops.
- To identify specific training/education needs within appraisal/personal development plan.
- Provide educative sessions for clients and professionals as required.
- Provide Mentor support for student nurses and junior staff. Including teaching and assessment of clinical competencies

### **Leadership**

- Provide information to partner agencies around professional practice in respect of the health visiting service i.e., Health Needs Profiling.
- Provide evidence-based learning environment for students and junior colleagues.

## **7. WORK SETTING AND REVIEW**

(Who is responsible for setting and reviewing the work, the extent to which the post holder works unsupervised, and the extent to which they are free to act without direct reference to a more senior person)

### **Locality Manager**

## **8. JOB DESCRIPTION AGREEMENT**

Post holder's signature .....

Date .....

Line Manager's signature .....

Date .....

## PERSON SPECIFICATION

POST TITLE: Health Visitor

Factor	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• First level registered nurse.</li> <li>• Specialist practitioner. (Hons, B.Sc. Hons, Health Visiting/ Public Health Nursing or equivalent)</li> <li>• Evidence of continuous on-going professional development.</li> </ul>	<ul style="list-style-type: none"> <li>• Recognised teaching qualification.</li> <li>• Nurse prescriber.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Post Registration experience.</li> <li>• Experience of clinical governance issues.</li> <li>• Experience of inter-disciplinary working.</li> <li>• Experience of managing caseload.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of participating on a service development change.</li> <li>• Experience of a nursing leadership role.</li> <li>• Experience of research and development in practice.</li> </ul>
Skills and Aptitudes/Knowledge	<ul style="list-style-type: none"> <li>• Leadership skills.</li> <li>• Ability to work across professional and organisational boundaries.</li> <li>• Excellent interpersonal and communication skills.</li> <li>• Ability to negotiate.</li> <li>• Prioritisation of complex workload.</li> </ul>	
Personal Circumstances	<ul style="list-style-type: none"> <li>• Excellent self-awareness.</li> <li>• Enthusiasm.</li> <li>• Ability to deliver under pressure.</li> <li>• Ability to work in a rapidly changing environment.</li> </ul>	
Other requirements	<ul style="list-style-type: none"> <li>• Must have a driving licence and access to a vehicle or ability to transport self in order to meet service needs.</li> </ul>	

## PERSON SPECIFICATION AGREEMENT

Post holder	.....
Date	.....
Line Manager	.....
Date	.....

Each of the above points should be considered in the light of minimum requirements listed in the job description.