

Job Description

Job Title:	Health Visitor
Reports to:	Health Operational Manager
Accountable to:	Senior Nurse/Professional Lead for Health Visiting
Band:	Band 6
Hours of Work:	Various – Part-time/Full-time available
JOB SUMMARY/PURPOSE	
<p>Manage a caseload within a defined population, with the overarching aims of increasing family resilience, improving population health outcomes and reducing health inequalities whilst safeguarding the wellbeing of children.</p> <p>The post holder is required to register with the Nursing & Midwifery Council be a registered SCPHN (Health Visiting) and compliance with NMC standards and guidance is required.</p>	
KEY TASKS AND RESPONSIBILITIES OF THE POST	
Management	

- To be responsible for providing a Health Visiting service for a defined caseload and to provide cover for other health visitors during periods of leave
- Utilise the All Wales Health Visiting Acuity tool to ensure safe staffing levels and support colleagues during fluctuations in workforce and activity
- To be responsible for individual performance and formulate personal development plans and adhere to NMC revalidation requirements
- To take responsibility for promoting new opportunities for integrated working and contribute to local partnership plans
- Develop and maintain health profiles of an identified population in order to identify health needs and influence service plans

- To share responsibility for chairing Health Visiting Forums/team meetings.
- To contribute to the development of local policies and guidelines

Clinical

Deliver the Universal Healthy Child Wales Programme (Welsh Government 2015) to all families with children under 5 years of age. This will include the following evidence based interventions:

- Public health (for example, infant feeding, safer sleeping, perinatal mental health, immunisations)
- Screening programmes (for example, Newborn Blood Spot)
- Safeguarding interventions
- Apply the Family Resilience Assessment Tool (FRAIT) as scheduled within the Healthy Child Wales Programme
- Apply targeted interventions as directed by the FRAIT for families with low resilience, to provide more intensive support
- Initiate safeguarding procedures (All Wales Child Protection Procedures 2008) and work in partnership with families and carers to implement child protection plans
- Participate in statutory safeguarding functions, for example, Court and MARAC/MAPPA processes
 - Apply risk management processes e.g. lone working and risk assessments.

Professional
<ul style="list-style-type: none"> • Be compliant with the NMC The Code (2015) and comply with revalidation process • To be responsible for the implementation of the Quality Assurance Framework that underpins the HCWP • Be professionally and legally accountable for all aspects of work, including management of clients within the caseload
Service Delivery
<ul style="list-style-type: none"> • To be responsible for implementing the principles of clinical governance ensuring that all elements of the Quality Assurance Framework are adhered to and comply with audit requirements • Ensure effective risk management and facilitate a safe working environment • Work in partnership with statutory, non statutory and voluntary organisations (e.g. primary care, children's services, 3rd sector) to support families to increase their resilience.

Leadership
<ul style="list-style-type: none"> • To ensure professional leadership within the multi-agency arena by contributing to the development and support of multiagency plans • Utilise skills to undertake a leadership role in service development as identified in the PDR process • Ensure all delegated activities are in line with the All Wales Guidelines for Delegation (NLIAH 2010).
Communication
<ul style="list-style-type: none"> • To be responsible for effective working relationships and communications with colleagues, professionals and statutory agencies to provide a seamless service for the children, families and communities • To be responsible for effective communication in all aspects of care with careful explanation of highly complex and sensitive information • Have the ability to negotiate and use skills of diplomacy in order to defuse potentially threatening and violent situations within the community • Comply with information governance legislation and use professional judgement in disclosing information to other agencies as necessary.

Education and Training/Staff Management
<ul style="list-style-type: none"> • Manage own professional development through Personal Development Review / Plan (PDR / PDP), continued professional development and clinical supervision • Recognise the limits of your professional competence and be responsible for limiting your actions to those which, you feel competent to undertake and identify areas where further training is required • Comply with mandatory and statutory training requirements and specified professional training within the Health Board • Contribute to the development of others in a manner that is consistent with legislation, policies and procedures including KSF competencies for their posts • Provide appropriate support to others to improve their knowledge and understanding and share own knowledge, skills and experience with others during induction and training sessions for staff • To be responsible for providing appropriate education, training and development opportunities to students on a one to one basis acting as a mentor.
Information Resources
<ul style="list-style-type: none"> • Be competent in the use of informatics to support caseload management and communication • Contribute to the gathering of statistical information for the future planning and provision of services • Contribute to the collation of data for statutory purposes for example Health and Care Standards.
Finance
<ul style="list-style-type: none"> • To be cognisant with the principles of prudent health care • To ensure cost efficiency and effectiveness of all resources • To be compliant with financial procedures.
Research and Development

<ul style="list-style-type: none"> • Collect and interpret health data pertaining to individual caseloads to assist in the development of community initiatives and action plans • Participate in research projects and focus group and share outcomes of research and learning at staff meetings.
ADDITIONAL INFORMATION
Physical Effort <ul style="list-style-type: none"> • Moving and handling weighing equipment • Driving • Standing for moderate periods
Mental Effort <p>□ The need for concentration to complete complex or legal reports within a limited time period □ Organising multi-agency network meetings and co-ordinating care appropriately □ Developing individual care plans for families.</p>
Emotional Effort <ul style="list-style-type: none"> • Challenging discrimination when necessary and or empowering clients to challenge discrimination □ Supporting clients with complex needs • Participating in child protection procedure • Working with hostile, non engaging families often with complex and chronic long term problems.
Working Conditions <p>□ Home visits to clients with potential for poor environmental conditions □ Possibly encounter aggressive behaviour from clients, relatives and carers</p> <p>□ On occasions exposure to animals, smoky environments and rural settings.</p>

Essential Competencies

Health and Safety

- To ensure individuals, team members and others comply with all ABUHB infection control and environmental policies and procedures.
- To ensure individuals, team members and others take notice of and operate within relevant Health and Safety guidelines.
- To be knowledgeable of issues surrounding Health and Safety and Risk Assessment within the service and Aneurin Bevan University Health Board, formulating safe systems of work as appropriate e.g. handling and disposal of sharps and contaminated equipment, lone workers policy, delivery (where appropriate) and use of equipment in client's homes, moving and manual handling, and attend all mandatory training.
- To report incidents in accordance with ABUHB and COSHH requirements, completing appropriate documentation and informing the Senior Nurse/ Head of Service.
- Demonstrate awareness and use of risk assessments recording and reporting to the team manager.
- Under the Fire Precautions Act of 1971, you are required to attend at least one fire lecture per year, other Health and Safety acts regarding refresher training etc also a requirement by their legislation.

Governance

- Responsible for active involvement with all audit and service delivery assessment audits as required by the role
- Actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

General Policies Procedures and Practices:

The post holder must be able to:

- ☐ Comply with all ABUHB policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

Working Conditions:

The post holder must undertake all required statutory and mandatory training to be able to:

- Work within challenging working conditions (for example, lone worker, exposure to body fluids)
- Concentrate in an intense and sometimes noisy environment
- Cope and manage potentially violent and threatening situations as per ABUHB policy and procedure
- Perform procedures including dealing with hazardous substances as per ABUHB policy and procedure.

Access to Clients

In undertaking the duties outlined above the post holder will have access to clients. This means that the post is exempt from the Rehabilitation of Offenders Act 1974 and all post holders must

disclose any criminal conviction including those considered as spent under the Act. Post holders appointed to this will be required to consent to a check through the Criminal Records Bureau.

Equal Opportunities

Aneurin Bevan University Health Board is working towards equal opportunities and welcomes applications from people with disabilities. Applicants for posts will note that details of ethnic origin are requested on application forms. Such information is collected to enable the authority to monitor the equality of opportunity offered both to applicants for the post and for existing employees.

No Smoking Policy

Please note that this Health Board operates a no smoking policy and applicants for the post are asked to note that smoking is prohibited on all ABUHB sites.

Registered Health Professionals

All persons appointed to the post are required to hold registration with their appropriate professional regulatory body and to comply with their professional code of conduct. Evidence of on-going registration will be required.

Essential Values and Behaviours

The post holder undertaking this role is expected to behave at all times in a way that demonstrates commitment to the delivery of thoughtful client care and continuous improvement as detailed below.

Thoughtful Client Care

Caring and Helpful

- **Polite.** Respect individuals dignity and spiritual beliefs, thoughtful and welcoming
- **Helpful.** Kind, supportive, don't wait to be asked
- **Listening.** Informing and communicating

Continuous Improvement

Accountable and Reliable

- Reliable and happy to be **Appraised**
- **Appreciative** of the contribution of others
- Effective and supportive **Team working**

Safe and Vigilant <ul style="list-style-type: none"> • Clean hands so clients <i>are</i> safe • Professional, clients <i>feel</i> safe • Honest, will speak up if needed to <i>stay</i> safe 	Best Use of Time and Resources <ul style="list-style-type: none"> • Simplify processes, to find more time to care • Eliminate Waste, investing for clients • Deliver a cost efficient service
Clinically Excellent <ul style="list-style-type: none"> • Best outcomes through evidence-led clinical care • Compassionate, empathetic identifying clients holistic needs • Monitor service from a client perspective 	Innovation for Client <ul style="list-style-type: none"> • Empowerment to act on Client Feedback • Improvement led by Research and Evidence • Teaching clients and colleagues

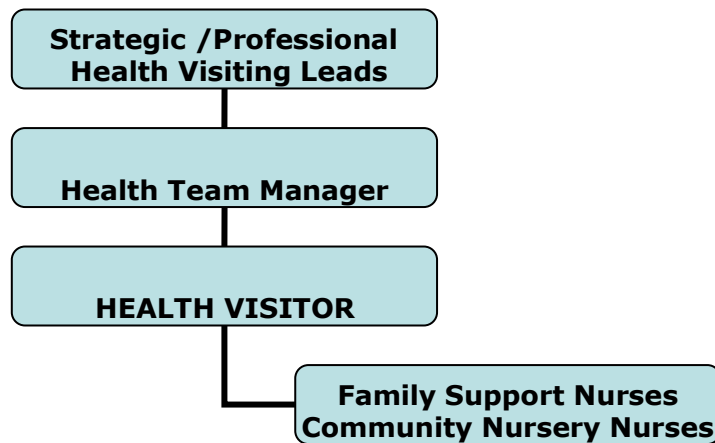
Fundamental Competencies	KSF Dimension
Be responsible for own personal development and be prepared to attend and undertake any necessary training, being aware of the need to develop oneself and to strive to increase personal knowledge, skills and competence.	Core 2 Level 2 Full outline L3 G1 Level 1 Full outline L2
Contribute to making the environment conducive to learning and development where individuals feel able to discuss ideas and action showing initiative.	

WHC (2006) 079 “**Improving Efficiency and Productivity within NHS Wales**” outlines the overarching objectives for service delivery and priorities for the forthcoming years.

Service improvement is integral to roles at all levels within the organisation, focussing on improving organisational efficiency and improving quality and the client experience.

Job Description Agreement	
Job Holder	
Signature..... Date.....	
Senior Nurse Health Visiting	
Signature..... Date.....	

Organisation Chart



Person Specification

All Wales Health Visitor

	Essential	Desirable
Qualifications	SCPHN Health Visitor Post graduate diploma or Certificate Live current NMC Registration Nurse Prescribing	SCPHN Degree Mentorship Clinical Supervisor
Knowledge	In-depth understanding of Public Health agenda & priorities Ability to apply and enact local strategy Understanding of clinical governance agenda All Wales Child Protection Procedures (2008) and Practice In depth knowledge of Health Visiting practice and strategic drivers Healthy Child Wales Programme(2015)	Level 3 Safeguarding
Experience	Teaching in a clinical setting Safeguarding Multi-agency working	Partnership working Facilitating group work Proven change management experience
Skills	Excellent interpersonal and communication skills Effective mentoring Ability to work autonomously Ability to work under pressure and meet deadlines	MECC Change management skills

	<p>Proven skills in motivating and influencing others</p> <p>Leadership skills</p> <p>Basic IT skills to include WORD and Email</p>	
Personal Attributes	<p>Flexible approach to unpredictable workload demands/patterns</p> <p>Ability to reflect and critically appraise own performance</p> <p>Confident and ability to motivate others</p> <p>Team player and change agent</p> <p>Ability to travel between sites and visits in a timely manner</p>	<p>Ability to speak Welsh</p>