



Moorfields
Eye Hospital
NHS Foundation Trust



Job description and person specification

Paediatric Staff Nurse Band 6

Job description

JOB TITLE: Paediatric Staff Nurse

DEPARTMENT: Paediatric Service

GRADE: Band 6

HOURS OF DUTY: 150 hours per month

RESPONSIBLE TO: Paediatric Sister

ACCOUNTABLE TO: Matron for Paediatrics

Organisational context

Matron for Paediatrics

Paediatric Sister

Band 6 Staff Nurse

Working relationships:

Internal	External
Paediatric nursing teams, medical staff, Family Support Service, Counsellor, clerical teams and other health professionals.	Paediatric patients, their families and external agencies as appropriate.

THE POST

To work alongside the nursing team under the direction of the senior nurse assessing, planning, implementing and evaluating patient care programmes throughout the paediatric nursing service in the Children's Eye Centre (RDCEC). The post holder will participate in safeguarding children and young people, using prior experience and knowledge and will communicate concerns to the safeguarding team and paediatric colleagues. The post holder will work collaboratively with the permanent nursing and play teams to ensure that families are involved in their child's care and will use their knowledge of child development to help families through the paediatric hospital journey so that the best outcomes can be achieved for children using our services.

MAIN RESPONSIBILITIES

1. Assess the needs of the infant, child and young person according to the agreed model of nursing care, implement and evaluate the planned care, working in partnership with the family and ensuring that a safe standard of care is delivered.
2. To work towards the development and delivery of high standards of patient care by using clearly defined care pathways.
3. Participate in safeguarding children and young people within the Trust and ensure that the Trust Safeguarding Policy is adhered to and that concerns are communicated to the senior members of the paediatric team and the safeguarding children team.
4. Undertake the required levels of training for Safeguarding Children and Young People.
5. Participate in the pre-admission assessment of children and their families
6. Ensure that all forms of communication are used effectively in the interest of family centred care.
7. Liaise closely with other members of the multidisciplinary team in order to implement distraction therapies for working with children and their families in any clinical setting.
8. Handle parents/guardians enquiries politely, referring unanswered queries and reporting details to Paediatric Sister.
9. Contribute positively to the process of change within the ward or clinics when this is aimed at the improvement of family centred care or the delivery of service.
10. Participate in ward or departmental quality assurance activities, working alongside the permanent staff to monitor standards of care.
11. Act as role model for student nurses during their allocation to the ward/department.
12. Participate actively in audit and development of new projects
13. Show evidence of continuing professional development using available resources and keep up to date with current developments in Paediatric nursing and the health service.
14. Maintain and develop own clinical expertise, to be appraised annually and participate in the departmental team meetings.
15. Act at all times in accordance with the NMC Code: Standards of conduct, performance and ethics for nurses and midwives.

16. The duties and responsibilities of the post will be undertaken in accordance with the policies, procedures and practice of Moorfields Eye Hospital NHS Foundation Trust and which the Trust may amend from time to time. Copies are available on the intranet. It is the post holder's responsibility to keep up-to-date with hospital policies and procedures.
17. Any other duties as may from time to time be required.

GENERAL DUTIES

1. To comply at all times with the requirements of the Health & Safety regulations under the Health & Safety at Work Act (1974) and to take responsibility for the health and safety and welfare of others in the working environment ensuring that agreed safety procedures are carried out to maintain a safe environment.
2. To comply at all times with the Trusts Information Governance Policy. The policy sets out the accountability and reporting arrangements for Information Governance in the trust and how assurance is provided that the Trust continues to meet at least the minimum standards of information governance compliance required by the NHS Information Governance Toolkit.
3. Disclosure and Barring Service (DBS) (formerly CRB) checks are now a mandatory part of the NHS Six Recruitment Check Standards for all staff whom, in the course of their normal duties, may have regular access to patients and children and/or vulnerable adults. Moorfields Eye Hospital NHS Foundation Trust aims to promote equality of opportunity for all with the right mix of talent, skills and potential. Criminal records will be taken into account for recruitment purposes only when the conviction is relevant and an unspent conviction will not necessarily bar applicants from being considered for employment. Moorfields Eye Hospital is exempt under the Rehabilitation of Offenders Act which outlines that convictions never become 'spent' for work which involves access to patients. Failure to disclose any 'unspent' convictions may result in the offer of employment being withdrawn or if appointed could lead to dismissal. The Disclosure Barring Service (DBS) has published a Code of Practice for organisations undertaking DBS checks and the trust has developed its own DBS policy in line with the guidance
4. The trust has adopted a security policy in order to help protect patients, visitors and staff and to safeguard their property. All employees have a responsibility to ensure that those persons using the trust and its service are as secure as possible.

5. It is the responsibility of all trust employees to fully comply with the safeguarding policies and procedures of the trust. As a Moorfields employee you must ensure that you understand your role in protecting adults and children that may be at risk of abuse. Individuals must ensure compliance with their safeguarding training.
6. The trust is committed to a policy of equal opportunities. A copy of our policy is available from the human resources department.
7. The trust operates a no-smoking policy.
8. You should familiarise yourself with the requirements of the trust's policies in respect of the Freedom of Information Act and comply with those requirements accordingly.
9. The role description gives a general outline of the duties of the post and is not intended to be an inflexible or finite list of tasks. It may be varied, from time to time, after consultation with the post holder.
10. All appointments within the National Health Service are subject to pre-employment health screening.
11. It is the responsibility of all employees to ensure that they comply with the trust infection control practises, as outlined in the Health Act 2008 and staff must be familiar with the policies in the trust's infection control manual, this includes the 'bare below the elbow policy'. Employees must ensure compliance with their annual infection control training.
12. You are responsible for ensuring that all equipment used by patients is clean/decontaminated as instructed by manufacturers and in line with the infection control/guidelines protocol and policy.
13. Any other duties as designated by your manager and which are commensurate with the grade.

Please note: The role description is a reflection of the current position and may change emphasis or detail in the light of subsequent developments, in consultation with the post holder.

Person Specification

POST: Paediatric Staff Nurse Band 6

Requirements	Essential / Desirable	How Tested
<u>Education / Qualifications</u> <ul style="list-style-type: none"> Registered Paediatric/Child Branch Nurse Ophthalmic qualification Current NMC registration Recognised clinical teaching qualification or be willing to undertake this qualification PILS compliance or be willing to undertake this training 	E D E D E	A/I
<u>Experience</u> <ul style="list-style-type: none"> Minimum 4 years post qualifying paediatric nursing experience Paediatric ophthalmic nursing experience Ability to prioritise own workload and that of others Ability to delegate duties 	E D E D	A/I A/I
<u>Knowledge</u> <ul style="list-style-type: none"> Demonstrates evidence of well-developed clinical practice Demonstrates a knowledge and understanding of safeguarding children and young people Demonstrates ophthalmic nursing knowledge Demonstrates ability to use IT resources 	E E E E	A/I

<ul style="list-style-type: none"> • Demonstrates an understanding of research-based practice • Demonstrates an understanding of audit, quality and governance issues 	E D	
<u>Skills/abilities</u> <ul style="list-style-type: none"> • Ability to communicate effectively with children, young people and their families • Ability to work on own initiative • Be knowledgeable about current healthcare issues • Ability to deal effectively with child protection issues • Demonstrates evidence of ongoing professional development 	E E E E E	A/I
<u>Personal qualities</u> <ul style="list-style-type: none"> • Able to work effectively with colleagues and multi-disciplinary team • Reliable with good time keeping • Able to manage workload within a time limit • Flexible approach to shift patterns • Able to articulate reasons for desire to work in this clinical area 	E E E E E	A/I

Means of Assessment include application form (AF), Interview (I), Test (T), Presentation (P)

