

Band 5 Community Childrens Nurse – Jessie May

Job Description & Person Specification –

A summary of the role responsibilities and person specification



University Hospitals
Bristol and Weston
NHS Foundation Trust

Why Our Trust?

Terms and conditions

Post – Jessie May Nurse

Division – Women and Children

Department – Jessie May

Band – Band 5

Salary - £28,407 - £34,581

Hours of work – 30 hrs a week

Annual leave – Up to 33 days dependant on NHS Service

Pension - The NHS Pension Scheme is a defined benefit scheme. Further details and outline of benefits can be found at: www.nhsbsa.nhs.uk/pensions

Job Purpose

The post holder will work within a small Care Team to deliver a Community Based Palliative Nursing Care Service to families caring for children's and young people with life threatening and life limiting illness.

The post holder will provide skilled holistic nursing care to children and young people who have complex medical needs within the family home or other environments where respite is requested including hospital based care. The post holder will provide emotional support and advice to the children, young people and parent/carers on the caseload, and will be responsible for the planning; implementation and the evaluation of individualised care during each respite visit in the absence of the parents or carers. The postholder will also be part of the Starling service provision (24/& EOL at home) and be available to work on-call overnight and weekends on a rota basis in collaboration with other services across BNSSG

The post holder will be skilled in communicating, establishing and maintaining good relationships with the children young people and their families on the caseload and work effectively within the Jessie May Care Team.

About us

Our mission is to improve the health of the people we serve by delivering exceptional care, teaching and research every day.

What you'll love about working here

UHBW has been rated by the CQC as 'Good' - our staff are proud to deliver excellent care. As a forward-thinking multi-award winning Trust, our world-leading research and innovations are having a positive local and global impact. Our hospitals are spread across Bristol and Weston-super-Mare, join us and you can enjoy the very best of both worlds; city living within a stone's throw of the countryside or beside the seaside, both with easy access to all that the South West has to offer.

A digital exemplar- Being appointed as a Global Digital Exemplar means we can realise this vision by implementing digital technologies that will help us to transform the way we work and how we relate to our colleagues, patients and partner organizations.

Sustainable healthcare - We have joined the international movement to declare a climate emergency, recognising the impact climate change is having on the world. Climate change is labelled as the greatest threat to health in the 21st century, with a range of conditions related to heat, cold, extreme weather and air pollution predicted to rise. To lead the way in healthcare the Trust has set ambitious goals to become carbon neutral by 2030.

Access to further opportunities with the Trust - Apprenticeships are a great way to learn and earn on the job. UH Bristol and Weston provides a range of apprenticeships to support a huge number of career opportunities in clinical and non-clinical support services with apprenticeships starting at level 2 through to level 7. As an organisation we encourage further development of all employees to progress upward within their chosen field.

Diversity & Inclusion

A core principle of the Trust is to ensure that patients and staff are treated with dignity and respect. Promoting equality, diversity and human rights and challenging any form of inequality, discrimination, harassment or abuse are central to the Trust's Values.

'Committed to inclusion in everything we do' is the ambition set out in the Trust's Workforce Diversity & Inclusion Strategy.

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Main Duties and Responsibilities

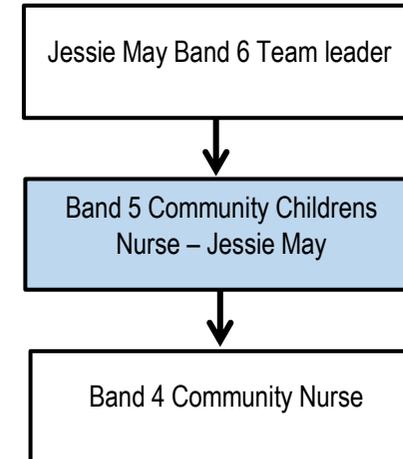
Managerial Responsibilities

- Be able to manage own workload during a respite visit and office based duties.
- Have knowledge of and work within UHBW policy and Jessie May Guidelines.
- Facilitate effective communication with Jessie May colleagues and other partner agencies.
- Participate in the implementation of government directives.
- Work with the line manager to improve services and improve the quality of care to children and young people on the Jessie May caseload.
- Ensure that Health and Safety requirements are met and all accidents and incidents are reported to the line manager.
- Ensure that correct procedures are followed in accordance with UHBW policy and Jessie May Guidelines.
- Provide support and supervision to students and other staff as appropriate.

Clinical Responsibilities

- To deliver a high standard of individualised holistic care and support to children, young people and their families, promoting empowerment, advocacy and partnership.
- To supervise the child or young person in the absence of the child or young persons parents or carers.
- Communicate effectively with all of the Jessie May Care Team.
- Promote evidenced based practices, which are of benefit to the care of the children on the Jessie May caseload, in accordance with clinical governance guidelines.
- Undertake all appropriate aspects of nursing care required within the home base setting, development and delivery of additional clinical skills having gained the appropriate training whilst maintaining competency.

Organisational Structure



Key Relationships

- Supervisory Sister / Charge Nurse / Team Leader
- Peer group, senior band 6 colleagues, Nursing care Lead, Director of Care, CEO
- Matron and Head of Nursing
- Divisional managers
- Ward nursing team and outpatient teams
- Medical and multidisciplinary teams
- CNS team
- Patients and visitors
- Jessie May Fundraising / Administrative / Volunteers/ Trustees
- Pharmacy staff
- Education and Learning teams
- Dietician
- Clinical site management team
- Discharge liaison team
- Research nurses

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Main Duties and Responsibilities cont'd

- Follow emergency procedures following guidelines for the child or young person receiving care.
- Administer medication prescribed by qualified medical practitioner.
- Assist with dressing, undressing, personal hygiene, toileting in a sensitive manner, encouraging the child or young person to be as independent as possible within their capability.
- Listen to the requests of the child or young person with disability and the parent/carer and whenever possible provide care consistent with their wishes.
- Listen to the child or young person with disability and the parent/carer and offer emotional support using empathetic communication as appropriate.
- Keep written records of all care given and observations made in accordance with UHBW policy and Jessie May guidelines.
- Identify the need for additional emotional support for the child or young person with disability and the parent/carer, and communicate this in an appropriate manner to the care team and externally as required.
- Recognise the need for specialised bereavement support, especially around the Wishes documents and funeral planning. Maintain communication with the care team and Bereavement lead to ensure the family receives all appropriate support as needed.
- Participate in service evaluation

Professional Responsibilities

- Maintain personal NMC registration being professionally accountable recognising own limitations of work and practice within the NMC Code of Professional Conduct.
- Take full responsibility for being aware of all personal training needs.
 - Maintain a personal record of all training and courses attended.
- Take personal responsibility for attending Essential Training
- Take personal responsibility for keeping up to date with clinical professional developments, and NMC revalidation process.
- Support the aims and objectives of Jessie May at all times, working effectively within the team

Team Working

- To work as a Jessie May Nurse in the Core Care Team attending and contributing to caseload meeting and other service planning discussions.
- To work as part of the Jessie May Care Team participating in Team Meetings, Clinical Supervision and other meetings as appropriate.

Educational Responsibilities

- Take personal responsibility for your own professional development.
- Assist in the provision of a supportive learning environment ensuring the team meets the educational standard for Jessie May.
- Utilise all learning opportunities to develop skills, and identify personal development and training needs.
- Be familiar with UHBW policies and Jessie May local practice guidelines and adhere to them at all times.

Research

- Ensure that your own practice is evidence/research based.
- Participate in nursing research and projects alongside Jessie May colleagues.
- Keep up to date with relevant research and development.

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Personal Profile - (E) = Essential (D) =

Knowledge and Experience

- Experience working in a family-centred environment **E**
- Relevant Post registration experience **E**
- Interest in working with children & young people with severe complex needs **E**
- Autonomous / Lone working **D**
- Experience of working in the community **D**
- Experience in palliative/terminal care **D**
- Experience of working with children with severe, complex or special needs **D**
- Experience of working within a multi-disciplinary team **D**

Skills and Abilities

- Able to work as part of a team and independently **E**
- Effective communication & interpersonal skills **E**
- Knowledge of Child Protection / Safeguarding policies **E**
- Up-to-date knowledge of evidence-based practice **E**
- Knowledge of The Children Act **E**
- Extensive transferrable clinical skills **E**
- Effective assessment skills **E**
- Committed, enthusiastic and motivated **E**
- Effective time-keeping **E**
- Able to work flexibly according to service needs **E**
- Car Driver, and Mobile in and around the Bristol, North Somerset, South Gloucestershire, B&NES , Swindon and Wiltshire geographical areas **E**
- Able to maintain confidentiality **E**
- Awareness of professional accountability **E**
- Evidence of recent professional development **D**

Qualifications and Training

- RSCN/RN (Child) or equivalent **E**

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Transforming Care

Delivering sustainable healthcare services to our patients, which are effective, efficient and driven by excellence, is at the heart of our organisation. Transforming Care is the Trust's overarching programme of transformational change. It enables staff to use a structured approach to continuously improve and innovates their services, strengthen our capability, and deliver our Trust's mission to improve the health of the people we serve by delivering exceptional care, teaching and research, every day.

Our Quality Improvement Academy is open to all staff and leaders across the Trust, and provides training to lead or take part in improvement and transformation activities in their departments and across the Trust. We will support staff to develop the skills and tools to improve services to deliver the best care to our patients and public.

Information Governance

It is the responsibility of all staff to respect the confidentiality of patients and staff, as specified in the Caldicott Principles, Data Protection Act 2018 and the Human Rights Act. It is the duty of every employee to:

- Only access person identifiable information as required in the execution of their duties.
- Disclose information appropriately, in line with the Data Protection Act 2018.
- To ensure good quality data by recording, promptly and accurately, clinical and non-clinical information within agreed timescales to PAS, the health record or the appropriate clinical or non-clinical information system
- Always trace patient notes on the Patient Administration System

Maintain the confidentiality of their passwords / usernames and if in possession of a 'Smartcard' abiding by the terms and conditions of its use.

Workplace Wellbeing

The Trust Workplace Wellbeing Framework encourages all colleagues to look after their own wellbeing as well as supporting the wellbeing of colleagues. Line managers will oversee the wellbeing of their team, making wellbeing a priority when considering ways of working and will undertake regular health and wellbeing conversations that are supportive, coaching-style one-to-one discussions focused on building team resilience. To assist this, the Trust offers comprehensive wellbeing provision for employees, students, volunteers and managers.

Safeguarding Children and Vulnerable Adults

The Trust is committed to safeguarding and promoting the welfare of all children, young people and vulnerable adults, and as such expects all staff and volunteers to share this commitment.

Quality and Clinical Governance

Quality in the NHS has three core dimensions: Patient Safety, Patient Experience and Clinical Effectiveness. Clinical Governance is about the systems, processes and behaviours to ensure that high quality services are provided to patients. Every member of staff has a role to play in striving for excellence: it is important that everyone is aware of and follows policies and procedures that govern their work; and if something goes wrong, everyone has an obligation to report it so lessons can be learned from mistakes, incidents and complaints. If any member of staff has concerns on any clinical governance matters, they should raise them with their line manager, professional adviser, or a more senior member of management. Reference should be made to the Trust's guidance on Raising Concerns about provision of patient care.

Health and Safety

Under the provisions contained in the Health and Safety at Work Act 1974, it is the duty of every employee to:

- Take reasonable care of themselves and for others at work
- To co-operate with the Trust as far as is necessary to enable them to carry out their legal duty
- Not to intentionally or recklessly interfere with anything provided including personal protective equipment for Health and Safety or welfare at work.

Everyone has a responsibility for contributing to the reduction of infections.

Senior Management is responsible for the implementation throughout the Trust of suitable arrangements to ensure the health, safety and welfare of all employees at work and the health and safety of other persons who may be affected by their activities. Where health and safety matters cannot be resolved at Senior Management level the appropriate Executive Director must be notified.

Line Managers are responsible for the health and safety management of all activities, areas and staff under their control. This includes responsibility for ensuring risk assessments are completed and implementation of suitable and sufficient control measures put in place. Health and safety issues are dealt with at the lowest level of management practicable. Where health and safety matters cannot be resolved at a particular management level the appropriate Senior Manager must be notified.

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