

Job Ref:	18-097	
Job Title:	Midwife	
Grade:	Band 5	
Hours:	37.5	
Department:	Maternity	
Location:	East Sussex Healthcare NHS Trust	
Accountable to:	Head of Nursing & Midwifery	
Reports to:	Clinical Midwifery Matron (Hospital)	
Responsible for:	Clinical care provision as part of team.	
Dimensions	Budget:	Staff (wte)
	Not applicable	
Job purpose	<p>The postholder carries responsibility for developing, implementing and assessing the care needs of the women and her family during normal pregnancy, birth and the puerperium.</p> <p>She/he will practice in a safe, caring and professionally competent manner in accordance with Midwives Rules and Code of Practice and those of the NMC, and the Local Supervising Authority. Also in accordance with East Sussex Healthcare NHS Trust policies and standards, wherever that practice shall take place.</p>	

## Department Structure

See attached

## Communications and Working Relationships

With Whom:	Frequency	Purpose
Women	Daily / as required	To support women

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Relatives/Visitors	Daily	Information and support re women's care.
Medical Staff	Daily	Discussing plan of care working as part of a team.
Senior Midwives	Daily / as required	Management advice and support
Community Services Voluntary Organisations PCTs Staff	As required	Regarding service provision
Midwifery Team	Daily	Work as part of a team.
Therapy Staff	As required	Women's care
Manager	As required	Management support and advice
Supervisor of midwives	Daily/weekly as required	Clinical advice and support

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#### **Key Duties and Responsibilities**

1. To enable the woman to remain the focus of care and encourage her participation in her care plans based on good communication, appropriate information and as her advocate. She/he will work in a collaborative way and ensure good communication and liaison with medical colleagues, and all other agencies
2. With the support and under the supervision of senior colleagues, to develop own professional knowledge, competencies and skills in all clinical areas (antenatal, labour and post-natal care) including cannulation, administration of IV drugs, suturing, maternal and neonatal resuscitation, interpretation of CTG, waterbirth etc.
3. To maintain high standards of care in an updated professional manner, to ensure the safety and well-being of both mother and baby.
4. To maintain exemplary records on mother and baby's care at all times.
5. To develop own knowledge of parent education choices and to support community colleagues in providing overall programme for parent education.
6. To incorporate one to one parent education into care episodes
7. To promote and support breast feeding (seeking support and advice from senior colleagues for management of breast feeding problems)
8. To develop knowledge of Health Promotion, liaising with Health Visitors, Obstetricians, Physiotherapists and those agencies involved in the woman and baby's well-being and making appropriate referrals (smoking cessation etc)
9. To discuss care options in order to ensure informed choice and to support women in their birth plans.

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10. To provide antenatal, labour and postnatal care to high and low risk women, seeking advice and support as required
  11. To care for and support women throughout labour
  12. To conduct initial examination/assessment of the newborn and refer as appropriate
  13. To recognise when a pregnancy is developing into higher risk, taking appropriate action by referring to senior colleagues and appropriate health professionals, whilst providing continuing support.
  14. To undertake further training in order to formerly mentor/facilitate students. To contribute to teaching of all learners within the department and maintain a good learning environment
  15. To identify and act upon child protection issues, make appropriate referrals to social services and ensuring effective care planning and multi-disciplinary communication.
  16. To be aware of the Directorate Risk Strategy and to report all accidents/incidents within the department.
  17. To ensure own professional updating is maintained by attending full programme of mandatory training
  18. To communicate with the supervisor of midwives on professional issues concerned with practice
  19. To be aware of and to base own practice on evidence based guidelines.
  20. To be competent to use the computerised midwifery system ensuring accurate data entry.
  21. To ensure the safe administration, storage and acquisition of drugs is maintained.
  22. To ensure correct use and maintenance of all equipment and stores.
  23. When required, to participate in study/research projects within the department and give support to other colleagues.
  24. To rotate at the discretion of the Line Manager as and when the service requires

#### **General Duties & Responsibilities applicable to all job descriptions**

- To be familiar with and adhere to the policies and procedures of the Trust.
- Behave and act at all times in accordance with the Trust Values, of Working Together, Respect and Compassion, Engagement and Involvement and Improvement and Development
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To participate fully in the performance and development review (appraisal) process and undertake Continuing Professional Development as required.
- To participate in surveys and audits as necessary in order to enable the Trust to meet its statutory requirements.
- To be aware of the Trust's emergency planning processes and follow such

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- processes as necessary, in the event of an unexpected incident.
  - This job description is not exhaustive. Staff may be required to undertake any other duties at the request of the line manager, which are commensurate with the band, including project work, internal job rotation and absence cover.

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**Working Environment:**

Maintaining a safe clinical environment.

Supporting women in the environment.

Regular direct women contact.

Unsocial hours on a regular basis, including night duty.

Frequent exposure to stressful and unpredictable workloads.

Long periods of concentration to support women (both mentally and physically) through labour.

Frequent need to adopt different positions (kneel, bend, squat or stand) to support choice of birth position (whilst safeguarding own and other midwives' Health and Safety).

Daily exposure to blood, vomit, excreta and other bodily fluids (with associated odours).

Emotional/mental exertion of being involved in emergencies and of helping support women in difficult circumstances (e.g. child protection cases) or when outcomes are not optimum (e.g. stillbirth, neonatal death or miscarriage).

Regular need to manage verbal and occasionally physical abuse from women, relatives and visitors.

Dealing with diversity in an ever changing environment.

Oversee the safe use of drug therapy in an appropriate environment.

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**Statement**

1. This job description will be agreed between the jobholder and the manager to whom he/she is accountable. It may be reviewed in light of experience, changes and developments.
2. The information being handled by employees of East Sussex Healthcare NHS Trust is strictly confidential. Failure to respect the confidential nature of this information will be regarded as a serious breach of regulations, which will result in action under the Disciplinary Procedure, including possible dismissal. This includes holding discussions with colleagues concerning patients in situations where the conversation may be overheard. It is the employee's personal responsibility to comply with the Data Protection Act.
3. It is the employee's responsibility to ensure all records (computerised or manual) are accurate and up to date, and that errors are corrected or notified as appropriate.
4. It is the manager's role to monitor and assure the quality of any data collected or recorded by or in his/her area of responsibility.
5. Employees must take reasonable care, and be aware of the responsibilities placed on them under the Health & Safety at Work etc. Act (1974) and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.
6. All staff have a responsibility to ensure that infection control policies, procedures and guidelines are adhered to. In addition to supporting the trusts commitment to preventing and controlling healthcare associated infections (HAI).
7. All members of staff must be aware of their responsibilities under the Freedom of Information Act 2000.
8. In addition to any specific responsibility for risk management outlined in the main body of this job description, all employees must ensure they are aware of the key responsibilities applicable in relation to risk management as identified in the Trust's Risk Management Strategy.
9. All staff will note the Trust's responsibilities under the Civil Contingencies Act 2004, and NHS Major Incident Plans Guidance (DoH 1998 and 2004)
10. All employees are responsible for ensuring they attend the relevant mandatory training as identified in the Trust's Education Strategy and as agreed with their manager/supervisor.
11. It is the employee's responsibility to ensure they follow the latest version of all policies and procedures which apply to them.
12. For posts which involve contact with patients, it is required that the postholder receives satisfactory clearance from the Disclosure and Barring Service.

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Managers Signature

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Date

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Postholders Signature

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Date

**PERSON SPECIFICATION**

Job Title: Midwife	Grade: Band 5
Department: Maternity	Date:

\*Assessed by: A= Application I= Interview R= References T= Testing

Minimum Criteria	*	Desirable Criteria	*
<b>Qualifications / Training</b>			
Registered Midwife on the NMC register.	A	IT Literate	A
Diploma Level	A		
<b>Experience</b>			
Demonstrate interest in developing midwifery practice.	A/I I		
<b>Skills / Knowledge / Abilities</b>			
Able to carry out full range of midwifery practice.	A	Able to carry out extended skills.	A
Able to work as part of a team.	R	Knowledge of quality, audit, research.	A/I
Understanding of the new NHS.	I		
Ability to undertake further training.	I		
Effective and adaptable interpersonal and organisational skills.	A/I		
<b>Other</b>			
Approachable and confident in manner.	R/I	Some flexibility beyond core hours.	R/I
Good communicator.	I		
Reliable work record.	R		
CRB Enhanced Disclosure.	T		

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Managers Signature

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Date

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Postholders Signature

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Date

