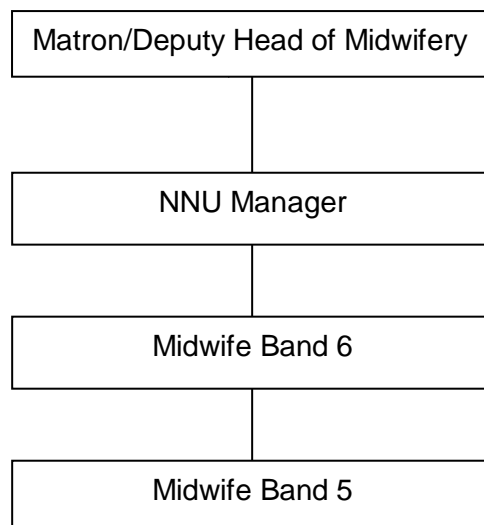


JOB DESCRIPTION

JOB TITLE	Neonatal Nurse / Neonatal Midwife
PAY BAND	Band 6
DIRECTORATE	Nursing & Midwifery
DEPARTMENT	NNU / Maternity
BASE	NNU
RESPONSIBLE TO	NNU Manager
ACCOUNTABLE TO	Head of Nursing & Midwifery

Organisational Chart



Job Summary

To provide a high standard of individualised care for the neonate and their family within NNU and the maternity unit. To have the responsibility for managing the NNU as shift leader.

The postholder will be required to participate in the 24 hour shift pattern and possible rotation that currently operates on the unit.

Key Duties/Responsibilities –



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Administration

1. To take the lead role in the daily checking of medical equipment and report any deviations from the norm to EBME using trust protocols.

Clinical/Patient Care

1. To take a lead role in the maintenance and standard of reception of babies, mothers and families to NNU and Transitional care in accordance with Trust policies and practices.
2. To take a lead role in the reception and provision of care to babies requiring intensive care.
3. To take a lead role in the provision of intensive care during transfer of babies to other units.
4. Support mothers and families through the baby's stay within NNU and as required following discharge.
5. To co-ordinate care of babies requiring transfer in or out/to or from neonatal centres.
6. Provide Midwifery Postnatal care to mothers within the Maternity Department (Midwives only).
7. Demonstrate clinical expertise within the speciality.
8. Contribute to the delivery of quality care by leading in the assessment, planning, provision and evaluation of care programme.
9. Through demonstration of advanced knowledge and skills maintain a high standard of care.
10. To provide parent education.

People Management

1. To co-ordinate the activities of nursing and midwifery staff within the department to make best use of the team and abilities of all its members.
2. To formulate off duty rotas on a rolling programme.
3. To maintain good communications within the multidisciplinary team and throughout the organisation.
4. Participate in the recruitment process within the unit.

Policy and Service Management

1. To assist in the management responsibilities of NNU.
2. To assist in clinical/perinatal audit.
3. To participate in the development and updating of evidence based guidelines for practice in line with evidence based practice.
4. To ensure the appropriate handling of donated monies.

Research and Training Development

1. To take a lead role in the education, training and mentoring of midwives, medical staff, students and junior staff.
2. To participate in the formulation and monitoring of induction programmes for newly appointed and rotating staff.

Information (Record Systems)

1. To actively manage the input of clinical data within the Trusts information technology system.

Financial and Physical Resources

1. Be aware of budgetary control of the clinical area.

This list of duties is not intended to be exhaustive, but indicates the main areas of work and may be subject to change after consultation with the post-holder to meet the changing needs of the service.

GENERIC CLAUSES FOR ALL JOB DESCRIPTIONS



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To maintain a broad understanding of the work of the Directorate and Department, and of Trust as a whole, and actively contribute your ideas for the improvement of service provision.

To ensure own actions contribute to the maintenance of a quality service provision.

To be responsible for the self-development of skills and competencies through participation in training and development activities and to maintain up to date technical and professional knowledge relevant to the post.

To participate in Trust's Performance and Development Review and to undertake any identified training and development related to the post.

To undertake statutory and mandatory training as deemed appropriate by the Trust.

To develop and maintain effective working relationships with colleagues.

To adhere to all Trust policies and procedures.

Health & Safety:

All staff have a duty to ensure the health and safety of themselves and others whilst at work. Safe working practices and health and safety precautions are a legal requirement. ALL accidents must be reported to your manager and in line with the general philosophy of the Trust; you must participate in accident prevention by reporting hazards and following relevant policies and procedures including Moving and Handling guidelines.

Infection Control:

All staff have a duty to comply with all relevant ECNHST guidelines and policies in relation to Infection, Prevention and Control. You have a duty to ensure that you minimise the risk of infection, infectious diseases and particularly Hospital Acquired Infection. This responsibility includes minimising the risk by highlighting any concerns you may have to the appropriate person as identified in the policies and guidelines.

Risk Management:

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

Data Security:

To ensure that the Trust Policies and Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

Confidentiality:

Working within the trust you may gain knowledge of confidential matters which may include manual / electronic personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Equality & Human Rights:

The Trust will ensure that job applicants and prospective and current employees are treated solely on the basis of their merits, abilities and potential without any unjustified discrimination on grounds of age, gender, gender reassignment, sexual orientation, disability, marital or civil partnership status or family circumstances, race, colour, nationality, ethnic origin, religion or belief, trade union activity & social and economic status.

Values based Recruitment:

The post-holder has a responsibility to ensure that their own actions and behaviours fully support the Trust's core values.

Codes of Conduct and Accountability:

You are required to comply with Trust codes of conduct and accountability and codes of conduct which are relevant to this post.

SAFEGUARDING Adults and Children:

East Cheshire NHS Trust has a responsibility and is committed to, safeguarding and promoting the welfare of children, young adults and adults at risk with care or support needs and expects all staff and volunteers to honor this commitment to minimise risk of harm in accordance with current legislation, statutory guidance and Trust policies and procedures. This means that staff must understand their own responsibility and recognise the requirement to engage with staff training and supervision, as well as promoting multi-agency working to safeguard our patients.

Disclosure and Barring Service (DBS)

"REHABILITATION OF OFFENDERS ACT: This post is exempt from the Rehabilitation of Offenders Act 1974. Should you be offered the post it will be subject to a disclosure and barring check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions".

The Trust requires an Enhanced Disclosure through the Disclosure and Barring Service for this post to ensure suitability for employment.

THE TRUST OPERATES A NO SMOKING POLICY

PERSON SPECIFICATION



East Cheshire

NHS Trust

JOB TITLE	Neonatal Nurse / Neonatal Midwife		
PAY BAND	Band 6		
	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	<ul style="list-style-type: none">• NMC registration as Midwife/Nurse• Mentor Assessor• Qualification in Speciality	<ul style="list-style-type: none">• Degree• Leadership course• Management training	
KNOWLEDGE & SKILLS	<ul style="list-style-type: none">• Extensive knowledge of neonatal nursing• Excellent communication skills• Ability to manage the unit as a shift leader	<ul style="list-style-type: none">• Evidence of advanced clinical skills	
EXPERIENCE	<ul style="list-style-type: none">• experience in speciality	<ul style="list-style-type: none">• Awareness of political issues affecting healthcare	
SPECIFIC JOB REQUIREMENT	<ul style="list-style-type: none">• The ability to work without supervision• Demonstrate leadership skills• Team leader• Ability to manage difficult situations• Flexible• Be willing to work within the maternity unit on a rotation day/night systems	<ul style="list-style-type: none">• Ability to initiate and manage change	

Signature of Postholder:

Date:

Print Name:

Signature of Manager:

Date:

Print Name: