

JOB DESCRIPTION

POST TITLE: Specialist Community Public Health Practitioner – Health Visitor

BASE: Reading

BAND: 6

LINE MANAGER: Health Lead / Team Manager

PROFESSIONAL ACCOUNTABILITY: Director of Nursing

OUR VISION AND VALUES

Berkshire Healthcare's vision is to provide the best care in the right place; developing and delivering excellent services in local communities with people and their families to improve their health, well-being and independence. We pride ourselves in recruiting staff who display our values and the right behaviours and work hard to create a culture which respects all of our staff for the unique contribution they make to ensuring high quality care is delivered. Our values are:

- **Caring** for and about you is our top priority
- **Committed** to providing good quality, safe services
- working **Together** with you to develop innovative solutions

JOB SUMMARY:

The post holder will have responsibility to manage and deliver care for families, children and communities working in partnership with team members and service users.

The role will provide a proactive, responsive service based on identified health needs whilst leading the delivery of the universal Healthy Child Programme. He/she will ensure effective delegation, work load management and monitoring of care standards.

The practitioner will work collaboratively with other health care professionals and agencies ensuring a seamless delivery of services for children and families within the community.

RESPONSIBILITIES:

- Offer a comprehensive health visiting service in accordance with Berkshire Healthcare Foundation Trust (BHFT) policy and guidelines and 'The Healthy Child Programme 0-5 years'.
- Assess child and family needs, using the appropriate assessment and risk assessment tools. Ensure that at each contact with a child an assessment of the health and developmental need is conducted.
- Develop and implement outcome focused care plans and evaluate care given, in partnership with clients.
- To provide support to families using the Solihull approach model in behaviour management, parenting skills and delivering programmes of care to vulnerable families.
- To support breastfeeding and parent infant relationships applying the Unicef UK Baby Friendly Initiative standards.
- Develop and facilitate Health Visiting drop in clinics, health promotion activities and groups.
- Identify and respond to individual client and local health needs and to incorporate the four principles of health visiting and the service model set out in the Health Visitor Implementation plan.
- Provide care according to the available evidence of best practice and supports the team in the development of evidence based practice.
- Establish effective working relationships with members of the Primary Health Care Team, Midwives, Children Centres, School Nurses, allied professionals and voluntary agencies to achieve best health and wellbeing outcomes for families and children.
- Ensure that the advice, support and services provided take account of client or family's race, culture, religion and language.
- Works in accordance with Berkshire Local Safeguarding Children's Board and BHFT policies and procedures; preparing and presenting reports, attending case conferences and multi-agency meetings as necessary.
- Has full knowledge and understanding of the Local Safeguarding Board Procedures together with Trust guidelines. Exercises vigilance in regard to vulnerable families and to respond as necessary.
- Participates in regular Safeguarding and Clinical Supervision in accordance with BHFT policies and procedures.
- To hold a recognised Non-medical Prescriber qualification and to prescribe from the Nurse Prescriber's Formulary for Community Practitioners according

to agreed protocols and policies. Attends regular prescribing updates relevant to their practice.

- Use appropriate information to develop and maintain health profiles of local community populations, in order to identify health needs and contribute to the Service Level Agreement.
- Plan and negotiate with appropriate organisations and individuals to develop health action plans.
- Liaise effectively and negotiate with other health professionals and partner agencies, to ensure the health needs of the individual and population are met.
- To participate, where appropriate, in any of the professional groups set up for the development of policies, protocols, standards, audit and community needs.
- Works according to the Nursing and Midwifery Council (NMC) Code of Conduct and professional practice and the relevant legislative framework and exercises professional accountability at all times. Is responsible for keeping professionally updated and maintaining effective registration with the NMC.
- Ensure that all record keeping is completed in appropriate time frames, in accordance with NMC standards and Trust record keeping policy.
- Actively participates in workforce planning, recruitment and retention of staff in conjunction with the Health Visiting lead/manager
- Exercise leadership and judgment in the management of a Health Visiting Team to ensure good clinical practices and maintaining high standards of care, which will be reviewed at regular intervals.
- Participate in the day to day management and supervise practice of team members; identify training and development needs of staff and students. Work to meet own and individual team members development objectives by undertaking appraisals
- Act as mentor for new and existing staff and to support students in placement by providing suitable learning experiences.
- Develops systems for auditing in order to determine standards of practice and uses research awareness skills to critically appraise the effectiveness of practice
- Submit statistical and contractual monitoring returns within agreed time-scales.
- Address and minimise clinical and non-clinical risk in the work environment and undertake risk assessment as necessary.

- Carry out other duties as defined by the Health Visiting Lead/Manager.

NOTE: The post holder will be expected to rotate between bases on an average three yearly cycle. Please note as an employee of Berkshire Healthcare Foundation Trust the post holder can be asked to work anywhere within the trust.

GENERAL

1. This job description is not exhaustive and can be altered in consultation with the post holder.
2. Any other duties which may be requested by the line manager in order to facilitate the smooth running of the hospital.
3. The Trust is an equal opportunities employer. The post – holder is at all times expected to carry out their duties in accordance with the Trusts Equal Opportunities Policy.
4. The post – holder is required to take reasonable care of the health and safety of him/her acts or omissions at work, and to co-operate with the Berkshire Healthcare NHS Trust to ensure that statutory and departmental safety regulations are adhered to.

BEHAVIOURS

In addition to the responsibilities and requirements outlined in this job description, all staff should refer to the associated behavioural framework relating to their role. These are based on the Trust's values, define the behaviours all staff are expected to display and underpin our organisational recruitment, appraisal, reward and development processes.

LOCATION/MOBILITY

You may be required to work at or from any additional location as may be determined by the Trust from time to time. The Trust also reserves the right from time to time to change your base on a permanent basis to a location determined by it at the time that the change is made.

You may also be required to travel between Trust premises as may be required for the performance of your duties.

FLEXIBILITY

The Trust reserves the right to amend your job description and/or your duties from time to time. You also agree that you will work with the Trust to deliver the Trust's services, including without limitation, by complying with lawful and reasonable instructions from the Trust by adapting to new ways of working and attending training courses determined by the Trust from time to time.

CONTINUING PROFESSIONAL DEVELOPMENT

To attend and contribute to staff meetings and Forums, supervision sessions, training courses, seminars and workshops, to ensure the development and enhancement of current working practices.

To participate in all personal review meetings, and take responsibility for personal and professional development. Responsibility for developing the role and the services provided.

DATA PROTECTION ACT

You should be aware of the Data Protection Act and follow the local Codes of Practice to ensure appropriate action is taken to safeguard confidential information.

HEALTH & SAFETY

You are required to take responsibility for Health and Safety Risk Assessment and Workplace Inspections, and to take reasonable care for your own health and safety and that of other persons who may be affected by his/her acts of omissions.

You are also required to co-operate with all staff to ensure that all statutory regulations, policies, Codes of Practice and departmental safety procedures are adhered to, and to attend relevant training programmes.

INFECTION CONTROL

Managers at all levels have a responsibility to act as role models to ensure that Infection Control is on the corporate and service agenda and remains a priority in terms of attention and resources.

All staff providing direct patient care must ensure that they follow procedures aimed at reducing the risk of passing on the organisms that can cause infections.

All staff, collectively and individually, have a duty of care in following best practice in adherence to guidelines which is a fundamental requirement in underpinning the management of Infection Control.

CONFIDENTIALITY

Your attention is drawn to the confidential aspects of this post. You must not disclose any information of a confidential nature relating to the Trust or the service that it provides, or in respect of which the Trust owes an obligation of confidence to any service user, client or third party during or after your employment except in the proper course of your employment or as required by law.

You must not remove or copy any documents or tangible items including software which belongs to the Trust or which contain any confidential information from the Trust's premises at any time without proper advanced authorisation. You must return to the Trust upon request and in any event upon the termination of your employment, all documents and tangible items which belong to the Trust or which contain or refer

to any confidential information and which are in your possession or under your control.

A breach of confidence could result in dismissal.

You should be aware that regardless of any disciplinary action taken, a breach of confidence could also result in civil action for damages.

CLINICAL GOVERNANCE

The Trust aims to provide the highest standards of care. To further this aim you are expected to adhere to acceptable working practice as defined in Trust policies and guidelines. You also have a personal responsibility to your team and service to keep up to date and, if you encounter unacceptable practice, to raise through accepted channels.

ASYLUM & IMMIGRATION ACT 1996 AND AMENDMENTS

In order to comply with the Asylum and Immigration Act 1996, it is Trust policy to check documentation of all applicants in respect of proper immigration status to work in the UK. Employment will not be offered to any applicant or employee who does not have valid leave to remain in the UK or is subject to conditions, which prevent the individual from taking up employment.

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

Safeguarding of individuals who come into contact with our services, whether a child or young person, person with Learning Disabilities or an older or vulnerable adult, is the responsibility of all employees of Berkshire Healthcare NHS Foundation Trust in whatever capacity they are employed.

SAFEGUARDING CHILDREN

The Trust adheres to the Berkshire Local Safeguarding Children Boards Child Protection Procedures, and all employees have a duty of care and a responsibility to safeguard and promote the welfare of children.

SMOKE FREE

A smoke free policy is in operation and smoking is not permitted on any of the Trust's sites'. The policy also applies to all persons travelling in vehicles (including owned and lease cars) whilst on official business. Smoking is not permitted in privately owned vehicles that are parked on Trust grounds, or when transporting services users or visitors on official Trust business. Staff will not be supported by taking additional breaks away from the workplace to smoke off site. Please refer to the Staff Smoke Free policy for further details.

PERSON SPECIFICATION

CATEGORY	ESSENTIAL	DESIRABLE
Education/Qualifications		
Registered Public Health Nurse (Health Visiting) active on the NMC register	✓	
Non-medical prescriber	✓	
S.L.I.C.E/ENB 998 or equivalent	✓	
Training		
Evidence of continual professional development	✓	
Previous Experience		
Experience in management of cases where a child has a protection plan	✓	
Teaching experience		✓
Knowledge, Skills & Abilities		
High standard of clinical work	✓	
Basic IT skills/prepared to undertake training	✓	
Knowledge of current policies and key drivers to improve the health outcomes of children	✓	
Presentation skills	✓	
Good communication skills	✓	
Leadership skills	✓	
Time management	✓	
Ability to work as part of a team	✓	
Cultural awareness	✓	
Reflective and innovative practitioner	✓	
Good organisational skills	✓	
Ability to delegate appropriately	✓	
Ability to be flexible and respond to service need	✓	

Additional Requirements		
Car Driver who holds full driving licence	✓	
The post requires a degree of agility and the ability to carry/manoeuvre light to moderate loads	✓	

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