

# Job description

## POST

Senior Neonatal Nurse – Band 6

## SALARY

£35,392 - £42,618 pro rata per annum  
(where applicable)

## CARE GROUP

Child Health

## BASE

Neonatal Intensive Care Unit  
William Harvey Hospital, Ashford

## CONTACT

Tracey Twyman, Neonatal Matron - [ttwyman@nhs.net](mailto:ttwyman@nhs.net)

## Welcome to East Kent Hospitals

As a team we are working hard to ensure that we give babies and their families the best possible start in life; keeping their needs firmly at the heart of everything that we do. Whether a baby has been born too soon or develops unexpected health complications, we are proud and committed to support them and their family in this journey. Would you like to help us?

We are currently seeking a skilled band 6 neonatal nurse. Do you hold a neonatal intensive care qualification and a minimum of 1 year post course experience? If so we would love to hear from you. We can offer you a rewarding, flexible and supportive role within our progressive neonatal service.

We offer a full package of benefits, including a car lease scheme; on-site childcare; generous annual leave in line with NHS terms and conditions; high street and public transport discounts; a 24/7 staff support service - and the little things that make life easier, like on-site Amazon lockers and fresh fruit and veg stalls.

### About us

We are one of the largest hospital trusts in England, with three acute hospitals and community sites serving a local population of around 700,000. We also provide specialist services for Kent and Medway.

We care about our patients and our people. We are focused on providing outstanding, safe patient care, and a positive working culture that benefits staff and patients alike. With our emphasis on staff training and development, a staff support scheme that's second to none, and a healthy package of benefits, it's easy to put down roots in East Kent Hospitals.



## Band 6 Neonatal Nurse

Our neonatal service consists of a Level 3 Neonatal Intensive Care Unit (NICU) at the William Harvey Hospital in Ashford, Kent. This unit provides care for babies and families from the local East Kent community but also from further afield via the Emergency Bed Service (EBS). We have 7 ITU cots, 4 HDU cots and 14 SC Cots. We care for babies of all gestations, requiring medical intensive care. We work closely with our colleagues throughout KSS Neonatal ODN. Our sister unit at The Queen Elizabeth the Queen Mother (QEQM) Hospital in Margate has 12 SC and 2 HDU cots and cares for babies above 32 weeks gestation. Whilst based at the William Harvey Hospital, this post would give the successful candidate the fantastic opportunity to work across both sites caring for patients with a variety of needs.

Understanding the vital job that we do, our Trust has made great investment in neonatal nursing. Our staffing is now near to BAPM compliance with 1:1 ratios for ITU 1:2 for HDU and 1:4 for SC and we are now compliant for ratios of Qualified in Speciality (QIS) nurses. With huge investment in the training of Advanced Neonatal Nurse Practitioners this is an exciting time to join our Trust and influence the way neonatal services are provided to the population of East Kent.

We pride ourselves on our collaborative practice with a skilled multidisciplinary team, Our Consultant Neonatologists, Junior doctors, nurses and ANNP's work closely together to provide high quality in-patient care and we are fortunate to have the support of an incredible AHP team to ensure that our babies are given the best start in life. We could not do any of this without our dedicated support team in the unit and wider Trust.

The Neonatal Services have:

- An education team made up of lead practice educators and clinical skills facilitators who are able to provide a bespoke induction package to the successful candidate. They work closely alongside all staff to provide learning opportunities and ensure that all competencies are met. They also support staff through preceptorship and onto the Neonatal Intensive Care Course and other post-graduate education programmes.



- a resident Neonatal Clinical Technologist who ensures that we always have the specialist equipment that we require and provides education and training on all equipment used in NICU.
- an active SIM training programme working in conjunction with NTS London and in-house Neonatal Life Support (NLS) training.
- close collaborative working with the Canterbury Christ Church University and University of Southampton, to support the academic, learning and development needs of our team and of nursing and midwifery students joining the profession.
- opportunities for professional development, with support in Neonatal Intensive Care training, leadership and advanced practice training
- active involvement in neonatal research with a team of dedicated research nurses and the opportunity to develop other special interests such as breastfeeding, developmental care, family integrated care, bereavement care and safeguarding.

We work closely with our maternity and obstetric colleagues to reduce avoidable term admissions and are proud to have one of the lowest rates in the country. Together, we are currently planning a new transitional care service, to keep babies and families together.

We are committed to doing our best for families and are excited to be developing our family integrated care model. With BLISS family accreditation, we have received our pledge of improvement and with UNICEF Baby Friendly Initiative, we have received our certificate of commitment. We now have also a bereavement service, to ensure that families are well supported during the most difficult of times. When we can't change the journey, we will do all that we can to change the experience. |

We are committed to our patients, but also committed to our staff. With a team of approximately 150 across the two sites, we are a diverse and welcoming team. We are fortunate to have the support of two staff wellbeing nurses and participate in TRiM . We are looking to train our first PNA's to support staff to really get the best from themselves and their career.

## **We would love to welcome you to our team!**

The band 6 role outline –

### **Professional**

- Provide professional leadership, advice and guidance to junior nurses, support staff and foster collaborative partnerships with other disciplines.
- To communicate written and verbal information effectively and appropriately.
- Assist in the maintenance and monitoring of agreed standards, ensuring that any shortfall is brought to the attention of the ward manager.
- To take an interest in the development of Neonatal Services within East Kent and participate as required.



- Ensure that accurate and legible patient records are kept in line with professional and legal requirements.
- Promote and maintain effective working relationships and communications with consultants, medical staff, nurse colleagues and other multidisciplinary profession
- To act up for the Ward Manager/Band 7 Sister/Charge Nurse (and therefore be aware of their job descriptions) taking charge of the unit as requested following a period of training and supervision and working across site as required to maintain a safe service.

## Clinical

- Maintain clinical practice and skills by regularly working in all areas of the Neonatal Unit and by undertaking equipment competency assessment. These skills should include stabilisation and transfer of the ill neonate within the hospital environment or prior to transportation.
- Within a team and family centred approach, assess, plan, implement and evaluate systems of care.
- In accordance with local and national policies administer prescribed medication to neonatal patients.
- To be aware of safeguarding issues, attend safeguarding conferences and initiate referrals, following discussion with the nurse in charge, as necessary.
- Co-ordinate and monitor the work of the nursing staff within your team.
- Counsel and support parents and families as appropriate; empowering parents to take a lead in care and decision making for their baby, in line with family integrated care philosophy.
- In accordance with the Health Act (2006) all staff are expected to comply with National and Local infection control policies and procedures and any other related infection prevention policies or procedures. In addition all staff whose normal duties are directly or indirectly concerned with patient care should ensure that they have received annual mandatory training including hand hygiene.
- The post holder will ensure compliance with the Trust's Risk Management Policies and Procedures. These describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm, and stress that all staff have a responsibility to minimise risk.

## Research and Training

- Devise and carry out teaching programmes with regard to clinical practice and in-service training in conjunction with either, the Ward Manager, Practice Educators or Matron.
- To act as mentor, preceptor, buddy and coach (including practice supervisor and practice assessor roles); with a specific role in teaching junior nurses with regards to high dependency care to empower them in readiness for taking on enhanced roles/commence intensive care training.
- Participate in medical staff orientation and training.



- Assist in developing a research and evidence-based approach to all nursing practice linking with trustwide and network colleagues.
- Seek opportunities to create changes which will enhance standards of care and practice.
- Participate in the development and delivery of appropriate training materials/programmes to promote professional development.
- Participate in individual performance reviews.
- Undertake all mandatory and role specific training as required.

## Quality

- Ensure available resources are used effectively.
- Ensure available equipment is in working order and medical supplies are adequate.
- Participate in all aspects of clinical governance locally including adverse clinical incident reporting.
- Regularly assess and report on the views of parents, relatives and staff in relation to care provided for the babies on the unit.
- Participate in audits of nursing standards and practice.
- Assist in the investigation and resolution of complaints in relation to patient care, reporting to the Ward Manager or Matron.

## Management

- Be aware of any stresses and anxieties encountered by your colleagues and be able to offer/signpost to support as necessary.
- Participate in department meetings when required and join the exchange of information necessary to be involved in decision making processes at the relevant level.
- Remain cost aware and utilise equipment and resources in a cost effective way.
- Make recommendations where it is evident that appropriate changes may improve efficiency.
- Liaise and coordinate with the Ward Manager/Matron to arrange cover for absences/annual leave
- Develop professional awareness and management skills including additional designated duties e.g. infection control, manual handling.
- Promote health education
- Have a functional knowledge of and adhere to all East Kent and local policies and procedure guidelines.
- Be aware of the function of the Kent, Surrey and Sussex ODN and how it impacts on neonatal care.



## Personal Development

- To keep abreast of current professional issues and maintain the knowledge and skills necessary to perform your role effectively.
- Develop and maintain a professional portfolio; utilising reflection and feedback.
- To participate in an annual appraisal with relevant reviews and to follow your personal development plan as agreed with your appraiser and line manager.
- Ensure compliance with professional expectations as outlined in the NMC Code of Professional Conduct.

## VALUES AND BEHAVIOURS

The post holder is required to uphold and model the Trust values in everything they do and to challenge poor behaviours in others utilising the SBIC model of feedback.



### Your commitments

We are focused on providing outstanding, safe patient care, and a positive working culture that benefits staff and patients alike. This is why we ask you to:

- maintain the confidentiality of information about patients, staff and other health service business and adhere to data protection law
- comply with the Trust's policies and procedures, including infection prevention and control, risk management, health and safety, safeguarding children and adults, financial management and use of resources
- act at all times in accordance with the professional Codes of Conduct and Accountability relevant to your role
- participate in annual mandatory training.

We are a smoke-free Trust, and offer staff support to stop smoking.

### Values

We care about our values of caring, safe, respect and making a difference. We'll ask you to demonstrate these values during the recruitment process and throughout your appointment – and you can expect us to do the same.

### Living and working in East Kent

Our large district general hospitals, specialist units and community sites provide a vibrant and diverse working environment with the extensive opportunities and teaching facilities you would expect of a large trust.

East Kent offers stunning countryside, beautiful beaches and charming places of historic interest, with easy access to London. With excellent schools, a wealth of leisure facilities and easy family days out on your doorstep, alongside beautiful and affordable housing stock, the



perfect work-life balance couldn't be easier to achieve.

## How to apply

For more information or to arrange to visit us, please contact Tracey Twyman at [ttwyman@nhs.net](mailto:ttwyman@nhs.net).



## Person specification

Requirements	Essential	Desirable	Method of assessment
Qualifications and training	Registered Nurse Subpart 1 Adult or Children's Nurse, midwife on the NMC Register Recognised neonatal qualification i.e. ENB 405 or equivalent	Qualification in practice learning and assessment UK Resus Council Neonatal Life Support (NLS) course	Application form
Clinical skills and experience	Recent clinical experience in an acute Trust. Proven competence in clinical skills Minimum of 1years experience post completion of QIS training.  Knowledge or experience of introducing and managing change in clinical practice  Experience of improving care. Evidence of facilitating learning in practice  Evidence of ongoing personal and professional development  Ability to communicate effectively with multidisciplinary team.	Previous experience in Neonatal, Paediatric Nursing or Midwifery Advanced skills Experience of working in a level 3 unit Surgical/cardiac experience Experience of writing policies and guidelines	Application form / interview / professional profile
Governance	A commitment to preserve patient safety and minimise risk and harm for our patients, their families, visitors and our staff. Evidence of positive feedback from patients/families and colleagues. Knowledge of NMC code of professional conduct. Up to date knowledge of current clinical and professional issues. Understanding of own development and training needs	Research experience audit experience Teaching skills experience of using incident reporting systems experience in health and safety	References, application form, interview



Personal/professional attributes	A positive outlook. Kindness and compassion. Flexibility (shift work) Empathy. Listening skills. Motivation to learn and develop, Commitment to teamwork and support of others. Upholds and models the Trust values and standards as outlined in the NMC Code of Conduct.	Counselling experience.	References, application form, interview
Other requirements	Good written and spoken English. Good mental arithmetic Basic IT skills. Willingness to travel between sites to meet the needs of the service.	Car driver Able to speak other languages	Application form



## The small print

<b>Band</b>	Band 6
<b>Salary Scale</b>	£35,392 - £42,618 pro rata per annum (pro rata, if applicable)  Progression through the pay scale will be determined on an annual basis. It will be subject to the post holder demonstrating the required standards of performance, conduct and completion of statutory and role specific training.
<b>Hours of work</b>	37.5 hours per week (part-time opportunities may be available)
<b>Annual Leave Entitlement</b>	Annual leave entitlements are based upon the following lengths of NHS service (pro rata if applicable):  On Appointment = 27 days After five years = 29 days After ten years = 33 days
<b>Pension Scheme</b>	As an NHS employee you will be entitled to join the NHS Pension scheme and will be enrolled from your first day of service, if you meet the eligibility criteria. Employees who are not eligible to join the NHS Pension Scheme may instead be enrolled in the Trust's Alternative qualifying scheme, NEST.  Your remuneration will be subject to the deduction of superannuation contributions in accordance with the relevant scheme.
<b>Contractual Notice</b>	Bands 1-4 = 1 Month notice Bands 5-6 = 2 Months notice Band 7-9 = 3 Months notice
<b>Probationary Period</b>	New staff appointed to East Kent Hospitals University NHS Foundation Trust in this post will be subject to a 6 month probationary period. During this time you will be required to demonstrate to the Trust your suitability for the position in which you are employed. This period may be extended at the Trust's discretion and is without prejudice to the Trust's right to terminate your employment before the expiry of the probationary period. In the event that a decision is taken to terminate your contract of employment during or at the end of your probationary period, you will be entitled to a notice period in line with the statutory timescales, which for employees with less than one year's service is one week.



## Dimensions

<b>Financial and Physical</b>	Manages	Resources efficiently Equipment safely Understands the cost implications of service delivery
	Impacts	
<b>Workforce</b>	Manages (Bands and WTE)	The post holder will be expected to provide support to the senior nursing team, the junior nursing team, learners, support staff and other professional groups visiting or working on the neonatal unit  The post holder will have a responsibility of all band 4,5 & 6 and support staff when in charge of the unit.
	Located	NICU
	Impacts	Delivery of care and unit occupancy
<b>Other</b>		To have a flexible approach to working patterns, working on internal rotation unless otherwise agreed in writing by the ward manager/Matron. All terms and conditions are in accordance with the Agenda for Change national terms and conditions.

## Communications and working relationships

Internal	All Trust staff Staff working within the NHS and social care outside of the Trust
External to NHS	The general public Ambulance providers external to the NHS ICB LMNS Professional organisations related to neonatal, paediatric and maternity care HSIB, CDR, HEE, NHSIE, CQC and other regulatory bodies Other emergency services Other social care providers Religious/faith leaders and similar organisations External mortuary services/funeral directors
Other	Universities Company representatives



## Environment

Category	Description/Definition	Frequency/Measures
<b>Working Conditions</b>	High paced, high tech busy environment Frequently changing Reduced space Risk of exposure to bodily fluids, infection, cleaning fluids, medical gases and other noxious substances Close proximity to radiation/laser (safety equipment provided as appropriate) Exposure to extremes of temperature	daily
<b>Physical Effort</b>	Bending, lifting, stretching, pushing, prolonged periods of standing, walking and kneeling. Need for manual dexterity Prolonged use of IT equipment	daily
<b>Mental Effort</b>	Prolonged periods of concentration, prolonged periods of intensity, challenging calculations	daily
<b>Emotional Effort</b>	Exposure to families and visitors suffering uncertainty, trauma, sadness and pain Care of babies requiring end of life care and care of bereaved relatives	occasional

## Most challenging part of the job

To maintain credibility and flexibility as a competent practitioner in an ever changing high technological environment while continuing to develop professionally in line with demands of a responsive nursing service with a variable workload focussed on the needs of the patients.

Care of babies with complex health needs which may cause distress to their families.

We confirm that the details of the above post as presented are correct. This is a description of the duties of the post as it is at present. This is not intended to be exhaustive. The job will be reviewed on a regular basis in order to ensure that the duties meet the requirements of the service and to make any necessary changes.

