



**SCPHN, Health  
Visitor**

**JOB DESCRIPTION**

**JOB DETAILS**

Directorate	Children and Young People
Service	Bromley 0-19 Children's Public Health
Post Title	SCPHN, Health Visitor
Staff Group	Nursing and Midwifery
Band	6
Reports to	Operational Lead
Accountable to	Head of Health Visiting Bromley
Number of Direct Reports	Nil
Overall Headcount Responsibility	Nil
Budget Responsibility (£)	Nil

**KEY RELATIONSHIPS**



## JOB SUMMARY

To deliver the Healthy Child Programme 0-4 years, early intervention, improving health outcomes for individuals, families and the community. Embedding family focused proportionate universalism, offering a high quality universal service to all Bromley families and delivering a more intensive offer to the families with additional needs and vulnerability.

Provide professional, anticipatory advice and support to parents, carers and other partners within the health and care system. To complement the work of the General Practitioners and Primary Care Partners, fulfil contractual agreements with Bromley Healthcare.



## MAIN DUTIES AND RESPONSIBILITIES

## **Clinical**

- To work at all times in accordance with the NMC Code and Bromley Health care policies, procedures and guidelines.
- Plan, deliver and evaluate using evidence based knowledge to provide an innovative Health Visiting Service to all client groups.
- In partnership with clients and other partners, assess healthcare needs to develop and evaluate programmes to address the health needs of vulnerable groups i.e. families with children with SEND, travellers, teenage parents etc.
- Liaise with the primary health care team, statutory and voluntary agencies in the provision of care to clients and their families/carers.
- To adhere to and work to national and local safeguarding policies.
- To participate in multi-disciplinary meetings, such as Case Conferences, providing reports as required and to have safeguarding supervision as per Bromley Healthcare policy with the Named Nurse for Safeguarding Children and/or the Safeguarding Children Advisors.
- To adopt a team approach in the Bromley 0 to 19 Service, working in close collaboration with other members of the team, offering support and providing cover for colleagues in their absence.
- To work as part of a skill mix team to support the assessment and provision of healthcare to all children and their families.
- To work to and maintain health visiting standards as agreed by Bromley Healthcare and participate in education and clinical audit to inform the Clinical Governance process.
- To inform managers and leads when Bromley Healthcare quality standards cannot be met and to ensure all incidents are identified and reported in accordance with Bromley Healthcare policies and procedures.
- To organise, develop and participate in public health activities including health promotion with individuals and groups e.g. improving uptake of immunisations, improving breastfeeding awareness etc.



- To encourage participative working between Health Visiting, Children's Centres and other agencies.
- To keep contemporaneous notes and accurate records both written and electronic whilst maintaining client confidentiality according to the NMC Code and Bromley Healthcare guidelines.

- Support collecting data to inform the performance management framework for the service ensuring team members are completing timely and accurate data collection via EMIS.
- If prescribing: To undertake Nurse Prescribing in accordance with NMC guidelines and ensure safe prescribing practice within professional and Bromley Healthcare guidelines/ policies.
- To liaise with the School Health Service, with particular reference to vulnerable children, their families and children with special needs.
- To participate in regular clinical supervision.

#### **Managerial**

- To plan and record individual programmes of care for children and families.
- To assist in the identification of local health needs and ensure the optimum use of resources.
- Delegate work to Community Nursery Nurses that is within the sphere of competence of the skill mix and assist in training.
- The post holder must carry out their responsibilities with due regard to Bromley Healthcare's Equality and Diversity policy. They must ensure that equality is promoted at all times ensuring that all patients, clients and colleagues are treated in an equitable manner, respecting and demonstrating an understanding of diversity within the workplace.

#### **Education and Training**

- To participate in an annual appraisal of their work where objectives will be set. The post holder will be expected to undertake any training or development as identified at appraisal.
- To undertake such training as may be required to meet the needs of the service both mandatory and service specific.
- To assume responsibility for maintaining own level of professional development and clinical competence.



### **Clinical Governance**

- All staff are responsible for identifying areas within their service which do not meet Clinical Governance quality standards.
- All staff are expected to participate in Clinical Governance actions to achieve Clinical Governance within their service.
- All clinicians are expected to participate in quality improvement activities including clinical audit programmes.



□ All staff are responsible for ensuring their practice is evidence based.

### **Safeguarding**

All staff must be familiar with and adhere to Bromley Healthcare's child/adult safeguarding procedures and guidelines, in conjunction with the multi-agency policies and procedures of the relevant borough's Safeguarding Children Partnership and Safeguarding Adults Board.

Staff must be mindful of their responsibility to safeguard children and adults in any activity performed on behalf of Bromley Healthcare in line with the requirements of the Children's Act 1989 and 2004 and the Care Act 2014.

Staff are required to attend child/adult safeguarding training relevant to their position and required for their role.

### **MANDATORY REQUIREMENTS FOR ALL ROLES**

The post holder has a responsibility to safeguard children, young people and adults at risk and will be trained to the appropriate level as determined by the post.

The post holder is expected to embody the 4 values:

- Compassion
- Health and Wellbeing
- Continuous Learning and Innovation
- Wellbeing

The post holder is expected to demonstrate the values of Bromley Healthcare including  
Constantly improve our services  
Treat others as we would like to be treated  
Hit our Targets

The post holder is expected to work within the requirements of the 6 C's – Care, Compassion, Competence, Communication, Courage and Commitment





The post holder is expected to comply with all Bromley Healthcare's relevant policies, procedures and guidelines; including the appropriate code(s) of conduct associated with this post

The job description reflects the immediate requirements and objectives of the post. This is not an exhaustive list of duties and responsibilities and the post holder may be required to undertake other duties which fall within the grade of the job, as directed by the line manager. This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.

### **SCPHN, Health Visitor**

### **PERSON SPECIFICATION**

#### **ESSENTIAL AND DESIRABLE CRITERIA**

	<b>Essential</b>	<b>Desirable</b>	<b>Mode of Testing</b>
<b>Qualifications</b>	RGN, RM, RSCN RHV Certificate/Diploma/Degree or equivalent or undertaking at time of interview (if offered a job it would be dependent on successfully completing course) NMC registered.	Qualified Nurse Prescriber	Application form



<b>Professional Registration</b>	NMC registration as Nurse or midwife <u>and</u> Specialist Community Public Health Nurse		Application form
<b>Training</b>	Evidence of Continuing Professional Development	Evidence of further professional learning. Knowledge of current research	Application form
<b>Specific Skills</b>	Current knowledge and understanding of reports/legislation affecting community nursing including current PHE directives. Teaching. Leadership qualities. Management skills. Knowledge of the public health role of contemporary health visiting. Experience of Safeguarding issues Evidence based practice Computer literate Driving Licence and with use of car for work		Interview presentation
<b>Experience</b>	Current community experience Experience of working across organisational boundaries within health/ social care. Team working / autonomous working Evidence of professional updating. Experience of working in multi-disciplinary teams. Knowledge of Healthy Child Programme.	Clinical supervisor experience. Appraiser experience.	Application form



<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Knowledge of our Business</li> <li>• Committed to improving services</li> <li>• Committed to hitting targets</li> <li>• Treats others as would like to be treated □ Committed to 6 C's</li> <li>• Good Interpersonal Skills</li> <li>• Able to work individually and as part of a team</li> <li>• Flexible approach to meeting service &amp; client needs</li> <li>• Time management skills and ability to prioritise</li> </ul>		Interview
<b>Information Technology</b>	Ability to use software to support client care e.g. electronic records; email		Presentation

#### DETAILS OF PERSON COMPLETING JOB DESCRIPTION AND PERSON SPECIFICATION

JD and PS completed by (job title):	Bexley 0-19 Children's Public Health Service Lead
For an existing JD and PS - date reviewed:	20/10/2020
For a new JD and PS - date completed:	