



JOB DESCRIPTION

1. General information

JOB TITLE: **Children's Community Nurse**

GRADE: Band **6**

DIRECTORATE **Children & Young People**

HOURS OF WORK: **37.5 hours per week**

RESPONSIBLE TO: Senior Children's Community Nurse
(line manager)

ACCOUNTABLE TO: Team Manager Children's Community Nursing and
Hospital at Home Service

BASE: **Acorns, Queen Marys Hospital**

At Oxleas NHS Foundation Trust, we offer a wide range of NHS healthcare services to people living in South-East London and to people in prison across England. Our wide array of services includes community health care, such as district nursing and speech and language therapy, care for people with learning disabilities and mental health such as psychiatry, nursing and therapies.

Oxleas is a great place to work. It has been recognised as one of the Top 10 Best Places to Work 2023 by the Sunday Times amongst very big employers. Our staff survey results show that we are in the Top 5 in England and the highest in London for staff experience amongst similar trusts.

"We are always delighted to welcome new colleagues to the Oxleas family. We care about making Oxleas a great place to work - it's a big priority in our strategy. Come and join us - it's a place where our values, teamwork, equity, and wellbeing matter and where you can really help to improve people's lives."

A handwritten signature in black ink, appearing to read 'Ify'.

Ify Okocha
Chief Executive

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care. Our values are very important to us. They help Oxleas to be a great place to work.

2. Overview of the Post

The Community Children's nursing team is part of an integrated network of services for children in Bexley and Greenwich providing high quality specialist child centred care. The team of specialist and children's community nurses provides highly skilled, nursing care to children and families with nursing needs in their own homes or community settings.

To provide a high standard of evidenced based nursing care for children and young people with the following conditions: acute and long term conditions, children with disabilities and complex conditions including those requiring palliative and end of life care . To provide clear visible leadership and professional clinical expertise to the Band 5 Children's Community Nurses in the whole team to ensure every aspect of the child and families experience is delivered in a safe, efficient and evidence based manner.

This is a post suitable for a Children's Community Nurse who should have an interest in or a willingness to develop and extend specialised skills and knowledge. To cover for colleagues' caseloads as required.

3. Key Task and Responsibilities

- To ensure the Specialist Children's Nursing Service (0-19 years) provides a high quality, evidence based locally appropriate service to families.
- To identify new theories, policies and guidelines relating to an area of interest and children's nursing; disseminating research findings and developing local policies and standards accordingly.
- To take the lead role in developing and implementing a seamless transition of programmes to support early hospital discharge and continuity of care for children and their family.
- To provide professional and clinical leadership to children's community nursing staff, ensuring that they are engaged with and adhering to local policies, guidelines and expectations.
- To assess nursing care needs, developing, implementing and evaluating programmes of nursing care for children on the case load.
- To facilitate clear communication with families, colleagues and other community professionals enabling planned care to take place effectively.
- To act as designated resource to children and their families within the case load /sphere of practice, multidisciplinary professionals and other community services.
- To develop Clinical Practice Pathways and Guidelines.

- To be an expert and knowledgeable practitioner within the service ensuring the provision of high quality evidence based nursing care for children and their family from diagnosis through to transition to adult services.
- To work closely with the palliative care nurse to provide a holistic approach to care for children and families, anticipate their needs and provide comfort and support for the child and the family.
- To work together with other professionals and voluntary agencies to provide psychological and emotional support for the whole family.
- To co-ordinate care for children with long term and acute medical conditions and monitor the effects of this care.
- To provide supervision for Band 5 Children's community Nurses.

Management responsibilities

- To participate in the development of strategies for delivering effective specialist care within a changing environment that improves the quality of care and health outcomes for children.
- To participate in the development evidence based clinical protocols for the area of specialist interest in collaboration with other professionals in the acute and community setting.
- To advise the Senior Children's Community Nurse and Team Manager on the development of standards, policies and guide lines relating to practice.
- To ensure that complaints and clinical incidents are handled sensitively and in line with Trust policy.
- To undertake investigation for complaints and prepare responses for the Team Manager. Provide feedback to staff on complaints and work with the manager to put systems in place to prevent reoccurrence.
- To contribute to the development, evaluation and monitoring of the team's operational policies and services, through the deployment of professional skills in research, service evaluation and audit.
- To advise both service and professional management on those aspects of the service where clinical matters relating to area of special interest need addressing.
- To ensure that supervision and PPDR processes are in place.
- To supervise the work of the Band 5 Children's Community Nurses.

Leadership

- To act as role model to members of the nursing team and motivate them to work towards high standard of practice.
- To be competent in leading meetings and delivering presentations.
- To prioritise work load to ensure effective time management strategies are embedded within the nursing team, aware of competing pressures to ensure best practice.
- To provide professional and clinical leadership to the Children's Community Nurses Band 5, ensuring they are engaged with and adhering to local policies, guidelines and expectations.

- To facilitate study days and teaching sessions for the team and partner organisations.
- To lead and coordinate the day to day work of the children's community case load.

Clinical

- To provide information, specialist clinical advice and support for area of interest to children and their family.
- To undertake venepuncture, access central lines/ports, catheterisation and replacement of Percutaneous Endoscopic Gastrostomy (PEG) feeding tubes.
- To act as a resource to other professionals and voluntary agencies involved in the child's care.
- To be an expert and knowledgeable practitioner within the service ensuring the provision of high quality evidence based nursing care for the child and their family.
- Ensure that each child is assessed and a specialised single care planned is implemented and evaluated in negotiation with the family and other professionals caring for them and that this is accurately documented.
- To act as an advocate for the child and family and ensures the provision of appropriate information and relevant support services.
- To provide support and counsel for the child and family in the home.
- To work collaboratively with other community professionals and voluntary agencies to safely manage the care of the child in their home or community setting.
- To work in close partnership with the ward to ensure that every child experience is coordinated and smooth throughout the patient's journey.
- In conjunction with the Senior Children's Community Nurse, develop, implement and monitor clinical and non-clinical performance standards, taking action as required.
- Develop and maintain the clinical skills and knowledge necessary to fulfil the requirements of role .This may include advance practices such as advanced assessment and prescribing skills.
- To undertake the required learning and training, to safely perform CYP spirometry testing for CYP with asthma symptoms.
- Manage the implementation and review of policies within the service.
- Develop and reviews protocols, policies and procedures which may impact across other organisations ensuring they adhere to National and Trust standards and policies.

Research

- To utilise theory, evidence-based literature and research to support evidence based practice in individual work and work with other team members.
- To undertake appropriate research and provide research advice to other staff undertaking research.

- To undertake projects, audit and research in collaboration with the Senior Children's Community Nurse, specifically in relation to an area of special interest.

Communication

- Communicates very sensitive, complex condition related information to children and their family providing reassurance.
- Work closely with professionals in the community and the acute setting to ensure a robust and safe nursing care for children and young people and their families.
- Establish a robust communication clinical care pathway with the ward staff on all matters that affect the management and readmitting of child into hospital.
- Ensure effective data collection processes and reporting systems are in place, and monitors the data collected.
- Communicates information regarding research findings and necessary changes in practice effectively at all levels within the organisation and its partners.

On Call/Unsocial Hours

The post holder will work at weekends on a rotational rota and support a 24 hour end of life care as required

The following statements are mandatory for all job descriptions:

Terms and Conditions

The post holder is subject to the terms and conditions of OXLEAS NHS FOUNDATION TRUST. This Job description gives an outline of the post and is subject to review in consultation with the post holder.

Confidentiality

The Post holder must maintain the confidentiality of information about patients, staff, and other health service business in accordance with Trust Policy.

Risk Management

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 and that all staff have a responsibility to minimise risk.

Infection Control

All staff are required to be familiar with the Trusts infection control policies, and national guidance in relation to infection control. All staff whose normal duties are directly or indirectly concerned with patient care must ensure that they complete mandatory infection control training and are compliant with all measures known to be effective in reducing Healthcare Associated Infections.

Equality, Diversity and Human Rights

Oxleas is an organisation which values difference and promotes equality, diversity, and inclusion. Our Equality and Human Rights Policy and Strategy are designed to ensure that all our staff (including agency, bank, students, volunteers, and contractors) as well our service users, carers and members of the public are treated with dignity and respect. The Trust policies, procedures and practices are reviewed regularly to ensure that everyone who falls under the list of Equality Act 2010 protected characteristics does not suffer discrimination, either directly or indirectly. The current list of protected characteristics includes Age; Disability; Gender Re-Assignment; Marriage and Civil Partnership; Pregnancy & Maternity; Race; Religion and Belief; Sex and Sexual Orientation.

Health & Safety

All staff must be aware of the responsibility placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients, and visitors.

Professional and NHS Codes of Conduct

You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the 'Code of Conduct for NHS Managers' and 'Standards of Business Conduct for NHS Staff'.

Safeguarding

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

Financial Management and Control of Resources

All staff are responsible for the security and the property of the Trust, avoiding loss or damage and being economical and efficient in the use of resources. Staff are required to act in accordance with the rules and regulations as described in the Trust's Policy relating to the Financial Management and Control of Resources'.

Customer Care

It is the aim of the Trust to provide patients and clients with the best possible care. All staff are required to put the patient/client first and do their utmost to meet requests and needs courteously and efficiently.

Personal/Professional Development Planning/Mandatory Training

All staff should have a personal development plan and in conjunction with their manager, should actively determine and pursue agreed training and development needs and opportunities. All staff are required to attend mandatory training as designated by the Trust.

Sustainability

Demonstrate social and environmental responsibility and help establish Oxleas NHS Foundation Trust as a sustainability leader. Collaborate to contribute to or lead change management towards Oxleas NHS Foundation Trust goal of reaching Net Zero by 2040 as stated in the Green Plan.

No Smoking

Oxleas NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.

Our Values

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care.

Our values are very important to us. They help Oxleas to be a great place to work. We want everyone who works at Oxleas to live our values and we will expect this of all our new joiners.

Our Values and Behaviours framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust Website: [Our values - Oxleas NHS Foundation Trust](#)



Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name

Note:

Please attach an organisational chart alongside, a person specification, and Job Description.



PERSON SPECIFICATION

JOB TITLE: Children's Community Nurse

DEPARTMENT: Children's Community Nursing Service

GRADE: Band 6

Education/Qualifications	How measured
RSCN or RN (child) Diploma / degree level.	Application and interview
Evidence of significant professional development in children's nursing. Practice Assessors qualification	A/I
Current NMC registration	A
Experience	
Evidence of post registration experience of working autonomously gained through previous working with children in the community or in a relevant area of children's nursing	A/I
Experience of joint working together with other professionals.	A/I
Experience in teaching other staff and carers and assessing their competencies	A/I
Experience in assessing complex care needs, planning implementation and evaluation of care plans.	A/I
Previous experience of research and audit.	A/I
Experience in managing clinical incidents and complaints.	A/I
Knowledge of current NHS strategy and local initiatives	A/I
Skills/Abilities/Knowledge	
Understanding of professional development issues in children's nursing	A/I

Demonstrate understanding of the role of the community children's nurse	A/I
Excellent communication skills and inter personal skills	A/I
Ability to work with children with complex health needs	A/I
Ability to motivate others and manage change	A/I
Ability to work autonomously	A/I
Ability to lead and work as part of a team	A/I
Able to manage personal stress and support other those are stressed.	A/I
Effort and Environment	
Ability to work in community settings with vulnerable families with language and cultural barriers.	A/I
Other Requirements	
Ability to travel and carry equipment between different locations in the borough of Greenwich (and beyond if required). For this a vehicle will be necessary, (If disabled and unable to transport oneself or to carry equipment, options for support in this may be available)	A/I
Understanding of the concept of diversity.	A/I
Basic computer skills (Word, excel, e-mails)	

NB These are not definitive lists if there are any others specific to a post, please add to the form which should then be signed by the line manager and post holder alongside the Job description.

Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name