

| | |
|--------------------|---|
| AFC Reference: | LCH.NM.CS.16 |
| Job Title: | Multi Agency Safeguarding Hub (MASH) Specialist Nurse |
| Band: | Band 7 |
| Division/ Service: | Corporate |
| Accountable to: | Named Nurse for Safeguarding Children |
| Responsible to: | Named Nurse for Safeguarding Children |

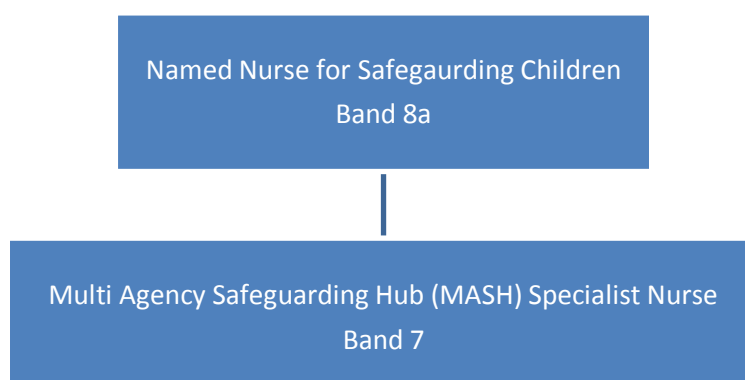
JOB OUTCOMES

As a result of the post-holder being effective in their role, The Trust would expect to see the following outcomes for the Trust, service users and the wider community:

1. Mersey Care NHS Foundation Trust as a leading provider of community services, mental health care, physical health, addiction services and learning disability care.
2. Service users receiving a high-quality service and one which is free from stigma, discrimination, and harm.
3. Staff engaged with the delivery, innovation, and continuous improvement of services to benefit service users.
4. Visible and responsive leadership, setting the standard for others and role-modelled throughout the division for all managers.
5. The Trust values of Continuous Improvement, Accountability, Respectfulness, Enthusiasm and Support will be embedded across the division for all staff and evident to service users.

ORGANISATIONAL CHART

Please complete the organisation chart showing how this job fits in with the structure of your department / area of work, showing at least one level above and below the post.



JOB PURPOSE

The post holder will work as part of a dynamic multi-agency integrated team assessing notifications and referrals regarding children aged 0-18 that are received by MASH. The MASH process includes searching for and collating health information from a range of NHS providers, both locally and further afield. With due regard to patient confidentiality the MASH professional needs to interpret and share the information that is necessary to safeguard and /or promote the welfare of a child. The MASH has been designed to facilitate information gathering, communication and sharing within a fire walled environment.

The Local Authority hold the statutory responsibility for the management of notifications and referrals, but the decision and planning required to inform the outcome of the notification or referral is made by the integrated MASH team. This type of multi-agency cooperation is a statutory duty of all professionals delivering care to children, young people and their families.

The five core elements of a MASH have been agreed by stakeholders as:

- Providing a single front door for referrals and notifications
- Co-location of key partners
- Provides a safe confidential environment
- Enables analysis of risk or need on a case by case basis
- Enables wider victim identification within communities.

Principal Responsibilities

Managerial

The post holder will be required to maintain constructive relationships with a broad range of internal and external stakeholders, specifically health from a wide range of services and disciplines.

The Post Holder will :-

- Identify and collate the relevant health information to add to the multi-agency risk assessment. Participate in the MASH multi-agency risk assessment to inform the case management advising where necessary and challenging decisions when appropriate.
- Will work, liaise and communicate with a range of key professionals in order to contribute to the ongoing development and delivery of services designed to protect children and young people from harm and promote their welfare through safeguarding processes, including MASH.
- Record, interpret and present health information and issues that can impact on the risk or needs assessment of children from a range of health perspectives. This may involve disclosing relevant information on the parents or carers in ensuring the information is processed fairly and proportionally.
- Develop and implement data collection systems and MASH protocols that will provide accurate and timely data safely and effectively with due regards to the UN Convention for the rights of children, the Children Act 1989,2004 and the Human Rights Act, and also within the bounds of patient confidentiality and the Data protection Act.

- Disseminate and communicate decisions and appropriate health information to relevant health professionals including the Safeguarding Children Specialist Nurses, Named Nurses and or Doctor where appropriate and for sharing best practice.
- Identify service gaps and issues relating to effective clinical pathways and /or cross boundary arrangements.
- Escalate evidence of ineffective safeguarding arrangements within or outside of the MASH.
- Immediately report to the Named Safeguarding Children Nurse and /or the Executive Safeguarding Children Lead when issues require escalation or where the case is likely to become subject to press or public interest.
- Records appropriate information about health outcomes on the appropriate MASH recording system on a case-by-case basis.
- Participate in relevant internal and external working groups/projects, services and initiatives to provide, information and analytical advice and expertise.
- The post holder will carry out any other duties as may reasonably be required by their line manager.

Leadership

- Contribute to performance improvement of the MASH taking the health lead and for identified areas where agreed by the team
- Provide coordination of and participate in relevant internal and external working groups and provide advice, expertise and support where requested.
- Provide relevant and timely advice and reports on the function of the MASH to the named professionals, for inclusion in Local Safeguarding Children Board reports.
- Work with members of the MASH team to investigate the causes of any variance in MASH activity and proactively contribute to the implementation of solutions.
- Participate and lead specific working groups in order to achieve targets and objectives in relation to safeguarding children
- Proactively participate to identify risks and issues with regards to the functions of the integrated team facilitate resolution and /or escalation processes.

Non-Clinical

- Provide regular reporting and monitoring from a quality and safety perspective.
- Contribute to the strategic planning of MASH team projects, identifying interdependencies across projects/functions and services, potential impacts of MASH activity on wider organisation, resource requirements and building in contingency and adjustments as necessary.
- Contribute to the development of performance and governance strategies and the development and implementation of MASH improvement programmes in accordance with Trust priorities.
- Contribute to short, medium and long term service developments, for MASH to develop and achieve quality outcomes.
- Manage own workload and make informed decisions in the absence of required information, working to tight and often changing timescales.
- Manage the work stream without on-site direct line management.
- Use computer software to create reports for other professionals and safeguarding meetings as required.
- Develop policies and procedures in own work function with an impact on the wider organisation, as required
- Contribute to the drawing up of the MASH team budget.
- Be responsible for ordering supplies and stock control of health related items.

Training & Education

- Take a health lead in the coordination of health training, development, and other learning opportunities to ensure a wide understanding of the MASH initiative to encourage succession-planning activity.
- Undertake management appraisal and supervision in a professional health context with the Named Nurse for Safeguarding Children and informally in the wider team context with the MASH senior manager.
- Facilitate safeguarding supervision to both individual practitioners and groups and provide ad hoc discussion as required
- Practice in accordance with the professional, ethical and legal codes of the Nursing and Midwifery Council and Liverpool Community health protocols and guidelines.
- Be accountable for own practice.

Clinical Governance/Research and Audit

- Undertake Audit when required.
- Advise on improvements to current safeguarding arrangements through, analysis and audit, reporting and suggesting procedures to enhance the safeguarding decision making processes across the health economy.
- Ensure timely and accurate information analysis and reporting to Trust named professionals and senior management on agreed areas of work.
- Contribute to the development of key MASH performance indicators for the successful assessment of individuals and directorate success.
- Proactively inform research and development activities, collating information about the MASH approach, analysing and reporting findings.
- Contribute to the review and development of existing information management systems and contribute to the development of an integrated approach to, service or initiative management.
- Assist in the evaluation and analysis of the health contribution to the MASH process.

Communication

- Explain clearly and with sound rationale, highly complex safeguarding children information to a wide range of professionals.
- Utilise excellent communication and liaison skills to work with partners and key co-workers within the MASH.
- Prepare and present reports for use both within the MASH and for relevant groups and meetings, which are relevant, accurate and concise.

GENERIC RESPONSIBILITIES FOR ALL STAFF

All post holders will agree to:

- Commit to the vision of supporting Mersey Care in becoming a leading organisation in the provision of community services, mental health care, addiction services and learning disability care, and in doing so fully utilise their skills and experience to support the objectives of the Trust.
- Role model the values of the Trust – Continuous Improvement, Accountability, Respectfulness, Enthusiasm and Support– in all activities and interactions with employees, service users and other stakeholders.

- Challenge the stigma associated with mental health and learning difficulties.
- Comply with the Duty of Candour, defined by Francis as: 'The volunteering of all relevant information to persons who have or may have been harmed by the provision of services, whether or not the information has been requested and whether or not a complaint or a report about that provision has been made.'
- Work across professional and organisational boundaries to improve services for all.
- Maintain their specific knowledge base and develop new skills.
- Value the contribution of the patient/ service user voice.
- Operate within any organisational codes of practice or those from a relevant professional body.
- Respect equality and diversity across all areas of working practice and communications with staff, service users and other stakeholders.
- Take responsibility for the accurate and timely collection and recording of data and ensuring all personally identifiable information is protected and used only for the purposes for which it was intended.
- Comply with all health and safety legislation and local policies and procedures.
- Adhere to all organisational policies.
- Have knowledge and understanding of technology in the workplace which is sufficient to maintain their efficiency and how technology can empower service users in a digital environment.
- Comply with the NHS Constitution in relation to the staff responsibilities that it sets out for NHS employees.
- Attend a one day Just and Learning & Civility and Respect training workshop.
- Be an ambassador for Just & Learning and Civility & Respect following the training.
- Positively advocate the just and learning culture within your team.
- Be a confident supporter and implementer of the Trust CARES Values including Civility & Respect within your team.
- Support their team/ services to create a positive environment for Just and Learning Culture.
- Participate in Just and Learning Culture events.
- Bring Just and Learning Culture updates/ information to the attention of team members and other MCT colleagues they work with.
- Support and encourage the sharing of concerns about the safety and quality of care with senior leaders with the aim of improving safety and quality.
- Actively participate in creating an open culture within your team so that concerns and difficulties can be discussed safely and respectfully.
- Speaking up if they are exposed to incivility between colleagues in the workplace #iwillspeakup.
- Listening and understanding others who have concerns and taking a collaborative approach to work towards a solution to improve civility and respect.

This job description is intended as an outline indicator of general areas of activity and will be reviewed in light of the changing needs of the Trust in consultation with the postholder.

PERSON SPECIFICATION

| | ESSENTIAL | DESIRABLE |
|-------------------------------|--|---|
| QUALIFICATIONS: | <ul style="list-style-type: none"> • Registered Nurse • Specialist Practitioner Public Health (Health Visiting/ School Nurse) or equivalent relevant experience • Educated to Degree level in a related child protection subject or equivalent relevant experience • Evidence of on-going training, including relevant safeguarding courses | <ul style="list-style-type: none"> • Post graduate master's degree in a relevant subject area or working towards |
| KNOWLEDGE/ EXPERIENCE: | <ul style="list-style-type: none"> • Demonstrate varied experience of working in the community • Demonstrate experience of co-working in complex and challenging environments • Experience of managing risk and reporting and escalating concerns • Experience of holding a child protection caseload • Understanding of the wider health care community • Good understanding of IT and community recording systems • Sound knowledge of multi-agency working (children and families) • Sound knowledge of legislation and policy, e.g., Children Act 1989, 2004, Data protection and NHS confidentiality Guidance • Experience of assessing risk and need for children • Demonstrable leadership skills | |
| VALUES: | <ul style="list-style-type: none"> • Continuous Improvement • Accountability • Respectfulness • Enthusiasm • Support • High professional standards • Responsive to service users • Engaging leadership style • Strong customer service belief • Transparency and honesty • Discreet • Change oriented | |

| | | |
|-----------------------|---|--|
| <p>SKILLS:</p> | <ul style="list-style-type: none"> • Ability to analyse very complex issues where material is conflicting and drawn from multiple sources • Awareness of national strategies and policies relevant to the post • Ability to prepare and produce concise and yet insightful communications for dissemination to partners from a broad range of agencies, disciplines, and service • Demonstrate capability to act upon incomplete information, using experience to aid decision making • Numerate and be able to understand complex data combined with good analytical skills • Able to challenge decisions and articulate rationale effectively • Demonstrate capability to plan over short-, medium- and long-term timeframes and adjust plans accordingly • Show experience of setting up and implementing internal processes and procedures • Demonstrate experience of managing a work stream without onsite direct line management • Ability to plan and prioritise own workload and manage time effectively • Ability to effectively problem solve safeguarding and practice issues • Good keyboard skills and use of email, word processing and excel spreadsheets | |
|-----------------------|---|--|