

# SHAPE YOUR STORY

## Recruitment Information Pack



## Senior Community Children's Nurse



## Our Vision

To be a high-performing group of NHS hospitals, renowned for excellence and innovation, providing safe and compassionate care to our patients in east London and beyond.

## WeCare about our ambition for excellence

Our WeCare values shape everything that we do, every single day. They are visible in every interaction we have with each other, our patients, their families and our partners.

WeCare about everything from the appointment letters our patients receive, to the state of our facilities when they walk through the door, to the care and compassion they receive when they are discharged. WeCare that the people who join our trust will hold the same values as we do, so our values are embedded within our recruitment and selection processes. WeCare that you feel valued working here, so our values also guide our training and development and performance and talent management. WeCare about working with suppliers that live and breathe our values too.

We have come a long way on our journey to delivering safe and compassionate care. By embracing these values as the way we behave around here, we will achieve our ambition for excellence.

	Value	Key behaviours
W	<b>WELCOMING</b> 	<ul style="list-style-type: none"> <li>Introduce yourself by saying "Hello, my name is ..."</li> <li>Smile and acknowledge the other person(s) presence</li> <li>Treat others as you would wish others to treat you</li> <li>Ensure the environment is safe and pleasant for our patients, our colleagues and our visitors</li> </ul>
E	<b>ENGAGING</b> 	<ul style="list-style-type: none"> <li>Get involved in making improvements and bring others with you</li> <li>Encourage feedback from patients and colleagues and respond to it</li> <li>Acknowledge efforts and successes; say thank you</li> <li>Use feedback to make improvements, and empower colleagues to do this without needing to seek permission</li> <li>Appreciate that this may be a new experience for patients and colleagues; help them to become comfortable</li> </ul>
C	<b>COLLABORATIVE</b> 	<ul style="list-style-type: none"> <li>Give time and energy to developing relationships within and outside own team</li> <li>Demonstrate pride in Team Barts Health</li> <li>Respect and utilise the expertise of colleagues</li> <li>Know your own and others' part in the plan</li> </ul>
A	<b>ACCOUNTABLE</b> 	<ul style="list-style-type: none"> <li>Always strive for the highest possible standard</li> <li>Fulfil all commitments made to colleagues, supervisors, patients and customers</li> <li>Take personal responsibility for tough decisions and see efforts through to completion</li> <li>Admit mistakes, misjudgements, or errors; immediately inform others when unable to meet a commitment; don't be afraid to speak up to do the right thing</li> <li>Do not pretend to have all the answers; actively seek out those who can help</li> </ul>
R	<b>RESPECTFUL</b> 	<ul style="list-style-type: none"> <li>Be helpful, courteous and patient</li> <li>Remain calm, measured and balanced in challenging situations</li> <li>Show sensitivity to others' needs and be aware of your own impact</li> <li>Encourage others to talk openly and share their concerns</li> </ul>
E	<b>EQUITABLE</b> 	<ul style="list-style-type: none"> <li>Value the perspectives and contributions of all and ensure that all backgrounds are respected</li> <li>Recognise that individuals may have different strengths and needs, and that different cultures may impact on how people think and behave. Be curious to find out</li> <li>Work to enact policies, procedures and processes fairly</li> <li>Be open to change and encourage open, honest conversation that helps foster an inclusive work and learning environment</li> <li>Remember that we all have conscious and unconscious bias; get to know what yours are, and work to mitigate them</li> </ul>



## Job Particulars

<b>Job Title</b>	Senior Community Children's Nurse
<b>Pay Band</b>	Band 6
<b>Location</b>	Mile End Hospital
<b>Reports to</b>	Team Leader
<b>Responsible to</b>	Senior Nurse

### 1. Job Purpose

To achieve the best health and well-being outcomes for every child referred to the Community Children's Nursing Team (CCNT).

To facilitate early discharge of children from hospital and reduce or prevent hospital re-admission.

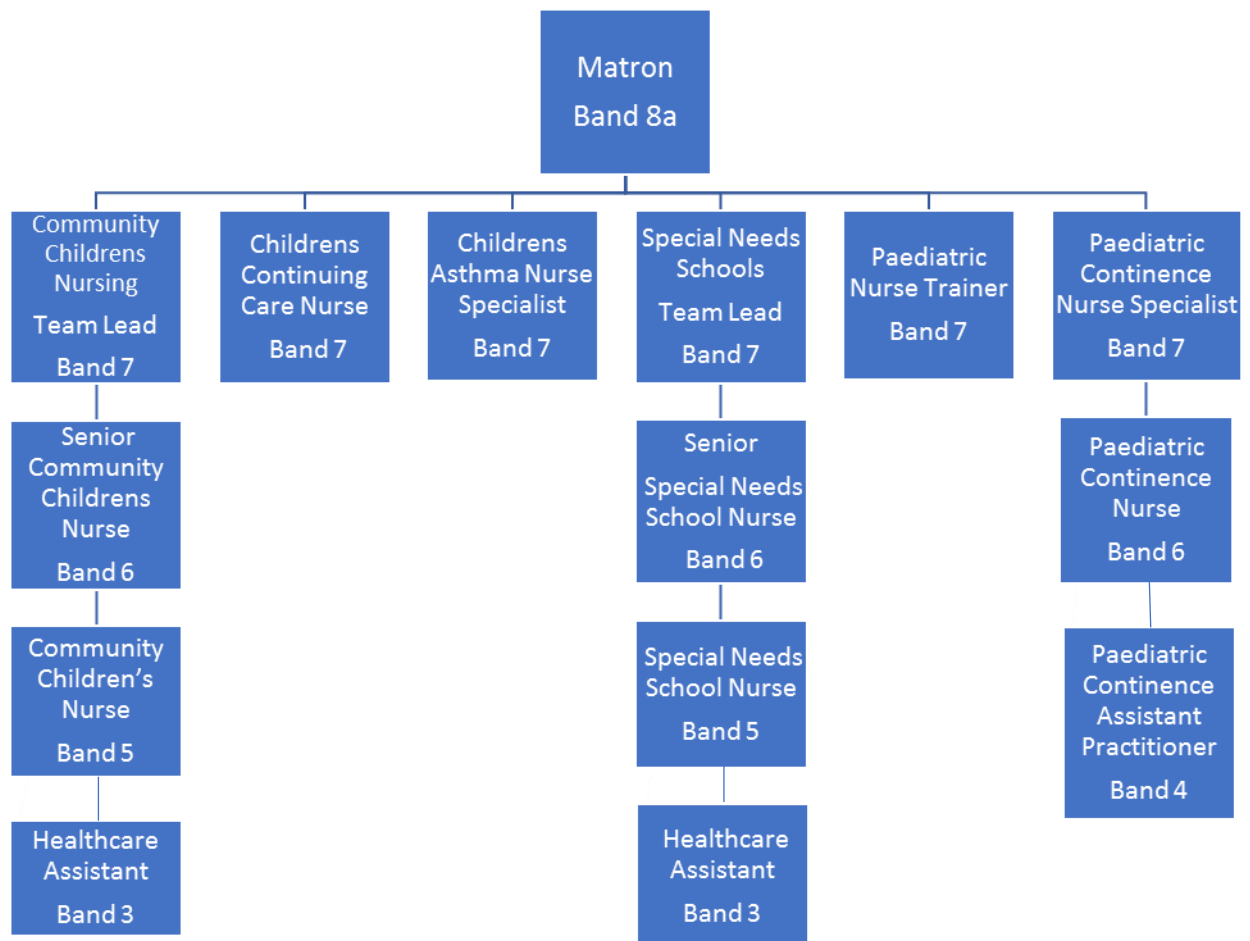
To work together with parents to produce a joint plan of care to meet the needs of their child.  
To enable and empower parents to look after their child with our support.

### 2. Key Working Relationships

Internal	External
Acute Trust	Children and their Families
Administrative Staff	Health Advocates
Dieticians	Social care
Community Paediatricians	GP's and General Practice staff
Safeguarding Team	Health Visitors
Clinical Nurse Specialists	School Nursing
Allied Health Professionals	Education
	Acute paediatric services
	Children's Centres and other community and voluntary organisations for children and their families
	Other statutory and non statutory services for children and their families



### 3. Structure Chart



### 4. Main duties, responsibilities and results areas

#### Clinical responsibilities

- Ensures the process of nursing is developed to meet the individual needs of each child, providing well documented assessment, care planning and evaluation, in collaboration with the family and reviewed as frequently as required and/or requested



- Responsible for setting, providing and maintaining high standards of clinically effective nursing care at all times in the child's home or other community setting.
- Provide leadership and management to the staff team at all times ensuring effective use of human resources to ensure safe and efficient service delivery
- Ensure that a child and family-centred approach to care is provided which takes account of children's individual medical, psychological, emotional and social needs.
- Identifies and receives clinical supervision in line with Trust Policy.
- Responsible for providing clinical support and guidance to peers, junior members of staff/students and other members of the multi disciplinary team and identification of opportunities for continued professional development and competencies.
- Responsible for ensuring organisation of resources to ensure delivery of effective, competent nursing care within identified clinical area.
- Provides technically skilled nursing care that is sensitive, relevant and responsive to the needs of the individual client in liaison with child/young person and parent/carers
- Enable independence by teaching, supporting and encouraging children/young people and their parents/carers to participate in meeting their own care needs. Making appropriate onward referral to other paediatric teams and specialists as required.
- Undertake technically skilled clinical care as identified in line with scope for professional practice.
- Participate in transition planning from the age of 14, to ensure there is a smooth transition from the service to appropriate support or independence when the child reaches the age of 19
- Responsible for identifying and maintaining own professional development in line with Post Registration Education and Practice
- Practice a high standard of professional conduct in accordance with the policies, protocols and guidelines of the Trust and the NMC Scope of Professional Conduct and Standard Documents
- Liaises effectively with members of the multi-disciplinary and multi-professional teams to ensure delivery and implementation of nursing care and effective and co-ordinated planning. Organise and chair meetings when appropriate.
- Be responsible for an identified area of specialist interest and development within the unit, ensuring up to date research methods are implemented in care delivery and planning.





- In partnership with the Team Leader ensures the regular audit and evaluation of identified area of clinical practice and implementation of change management.
- Ensures client confidentiality at all times in line with trust guidelines
- Maintaining and accessing Electronic Patient Records and utilisation of software packages
- Undertake role as advocate for child and family representing best interests of child or young person, in partnership with parents, at specialist meetings, in decision making etc
- Being a clinical resource for other agencies.
- Maintaining nursing records to the Trust Standards and in accordance with the Standards for Records and Record keeping (NMC)
- Having successfully completed the independent prescribing course and registering this qualification with their professional body (i.e. the NMC), the post holder may prescribe for patients according to their scope of prescribing practice agreed by the PGD/NMP committee, and in line with all related Barts Health policies and guidelines.

### **Professional / Managerial**

- Responsible for the management of an identified group of staff within the CCNT, including absence management and annual leave.
- Responsible for IPR for an identified group of staff. Assists with Personal Development Plans and acts as a resource for career development and progression.
- To attend Team Meetings, Away Days and contribute to the development of ward policies and procedures within the children's services
- Acts as an assessor to nursing students through mentorship system and attains sign off mentor status
- Acts as expert Preceptor for newly qualified staff nurses within the team and clinical supervisor to junior members of the team.
- Responsible for 1<sup>st</sup> line management and reporting of incidents, complaints and comments from patients, carers or relatives in accordance with Trust policies and procedures.



- Is involved in the setting and maintaining of standards of care (including Health & Safety) in accordance with Trust policies.
- Co-ordinates the care given by other professionals as appropriate within the Team.
- Co-ordination and management of Child Protection Procedures in line with Trust policies and procedures, accessing regular supervision from Trust lead Child Protection Nurse Advisor.
- Responsible for ongoing daily identification and management of clinical risk within the working environment e.g. infection control, risk management.
- Undertake proactive role in development of clinically effective care.
- Advises parents, carers and child/young person in the promotion of health and safety, prevention of illness.
- Is aware of budgetary controls and works within these, encouraging others to do so also.
- Has an understanding of the recruitment process. Assists with recruitment and selection including interviews.
- Supports the Band 7, assuming managerial responsibilities in their absence.

## 5. Working conditions

Criteria	Description
<b>Physical</b>	Standard keyboard skills required The Postholder will need to have to be able to travel across community settings on a daily basis carrying equipment and supplies.
<b>Emotional</b>	The postholder will frequently be required to support patients, and staff during discussions and the decision making process The postholder is likely to be exposed to circumstances that are distressing or emotional The postholder has to be able to work under pressure of time and resources The postholder may have to deal with staff, patients and their families who may be tearful/upset/angry



<b>Working Conditions</b>	To be able to work in an environment that may mean exposure to bodily fluids and waste products To be able to deal with aggressive behaviour from children, young people their families/carers
<b>Mental</b>	The postholder requires high levels of concentration. The work is unpredictable and the postholder may have to adapt to change. To be able to meet deadlines set.

## NHS Manager's Code of Conduct

As an NHS manager, you are expected to follow the code of conduct for NHS managers (October 2002). [www.nhsemployers.org/](http://www.nhsemployers.org/)

## Safeguarding adults and children

Employees must be aware of the responsibilities placed on them to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager, consultant (October 2002). [www.nmc-uk.org/](http://www.nmc-uk.org/)

## Person Specification

Domain	Essential Criteria	Desirable Criteria
<b>Qualifications &amp; Knowledge</b>	RSCN / RN Child with current registration  Preparation for mentorship course or equivalent  Evidence of continued professional development  Sound knowledge and demonstration of the use of evidenced based care.	Educated to degree level or working towards it  Childrens Community Nursing qualification  Non-medical prescribing qualification
<b>Experience</b>	Two years post registration children's nursing experience at Band 5	Leadership of an area  Awareness of budget and stock control





	<p>Previous experience of working with children with complex needs.</p> <p>Experience of successful working across organisational boundaries</p> <p>Experience of assessing and supervising nursing students</p>	<p>Health promotion experience</p> <p>Previous experience of line managing junior members of staff</p>
<b>Communication</b>	<p>Communicates in a manner that is consistent with relevant legislation, policies and procedures.</p> <p>Communicates with people in a form and manner that:</p> <ul style="list-style-type: none"> <li>- Is consistent with their level of understanding, culture, background and preferred ways of communicating.</li> <li>- Is appropriate to the purpose of the communication and the context in which it is taking place</li> </ul> <p>Encourages the effective participation of all involved</p> <p>Recognises and reflects on barriers to effective communication and modifies communication in response</p> <p>Provides feedback to other workers on their communication at appropriate times</p> <p>Takes a proactive role in producing accurate and complete records of communication consistent with legislation, policies and procedure</p>	
<b>Skills</b>	<p>High standard of clinical expertise</p> <p>Ability to work independently and within a team</p> <p>Excellent organisational skills</p>	



	<p>Adaptable and able to deal with changing workloads</p> <p>Decision making skills</p> <p>IT Literate</p> <p>Ability to plan and deliver training sessions for parents/MDT with a range of different abilities and to assess and evaluate their learning through the use of competencies on a regular basis.</p>	
<b>Personal and people development</b>	<p>Positive attitude and ability to work under pressure</p> <p>Takes responsibility for own learning</p> <p>Responsible for own Individual Performance Review and that of junior staff.</p>	<p>Lead, influence and motivate others</p>



## About Barts Health

Our group of hospitals provide a huge range of clinical services to people in east London and beyond.

We operate from four major hospital sites (The Royal London, St Bartholomew's, Whipps Cross and Newham) and a number of community locations, including Mile End hospital. Around 2.5 million people living in east London look to our services to provide them with the healthcare they need.

The Royal London in Whitechapel is a major teaching hospital providing local and specialist services in state-of-the-art facilities. Whipps Cross in Leytonstone is a large general hospital with a range of local services. Newham in Plaistow is a busy district hospital with innovative facilities such as its orthopaedic centre. Mile End hospital is a shared facility in Mile End for a range of inpatient, rehabilitation, mental health and community services. And St Bartholomew's in the City, London's oldest hospital, is a regional and national centre of excellence for cardiac and cancer care.

As well as district general hospital facilities for three London boroughs, Tower Hamlets, Waltham Forest and Newham, we have the largest cardiovascular centre in the UK, the second largest cancer centre in London, an internationally-renowned trauma team, and the home of the London Air Ambulance. The Royal London also houses one of the largest children's hospitals in the UK, a major dental hospital, and leading stroke and renal units.

We're also proud to be part of UCLPartners, Europe's largest and strongest academic health science partnership. The objective of UCLPartners is to translate cutting edge research and innovation into measurable health gain for patients and populations through partnership across settings and sectors, and through excellence in education.

