

Job Title:	Community Staff Nurse
Reports to (job title):	Clinical Team Lead for Inclusion Health
Line Manager to:	N/A

Job purpose

The post holder is responsible for 0-19 Surrey-wide Inclusion health team delivering a service for children, young people and their families who are Asylum Seekers or Refugees, homeless or from the Gypsy, Roma and Traveller (GRT) communities.

Supported by the Clinical Team Lead for Inclusion Health and a Band 6, Specialist Community Practice Public Health Nurse (SCPHN), the post holder will participate in delivering a universal core service, and provide targeted interventions, to address health inequalities, where necessary referring to specialist services.

This role will also include safeguarding responsibilities, mentorship of students and staff appraisals. It may include delivering childhood vaccinations if training and experience is provided.

Key responsibilities

- Undertake duties as allocated by the Clinical Lead of the Inclusion Health Team and/or Health Visitor
- Build and develop good working relationships with the wider 0-19 teams in all quadrants of Surrey, as well as the wider multi-disciplinary teams.
- Make contact with children, young people (CYP) and their families in a variety of community settings e.g. schools, home, Women's Aid Refuges, hostels, hotels, family centres, youth clubs and on Traveller sites, across Surrey.
- Build relationships and trust with marginalised and excluded homeless/GRT/asylum/refugee communities by regular visits to designated sites to offer health promotion, advice and public health signposting.
- Identify missed or incomplete immunisation schedules in the homeless/GRT/asylum/refugee communities and improve the uptake of the childhood immunisation programme in accordance with local policies and procedures following appropriate immunisation training
- Deliver planned programmes of health promotion to CYP and families through one to one contacts and signposting to appropriate services
- Assist in the delivery of the Healthy Child Programme 0-19
- Identify and support CYP and families through health needs assessments who have unmet health needs, provide support and targeted interventions and where necessary refer to specialist services

- Following specific training be part of the CHAT HEALTH school nurse text advice service
- Take appropriate action in cases of suspected or actual child abuse, working within Surrey safeguarding children’s code of practice and procedures.
- Attend child protection conferences/core groups as required and participate in safeguarding supervision
- Undertake health needs assessments for children and families
- Assist in research and service audits
- Supervise junior member of the 0-19 team as directed by the Clinical Team Lead and undertake junior staff PDR appraisals and direct line management.
- Take an active part in clinical supervision
- Participate in meetings as appropriate
- Be prepared to be flexible within contracted hours
- In accordance with the needs of the service, undertake other duties as required
- Work closely with GRT advocates and develop partnership working with them and other services, to promote engagement with health and reduce inequalities in access to healthcare.
- Undertake appropriate Cultural Awareness training and promote understanding of and respect for, specific cultural needs, including assertive outreach and barriers to health, such as literacy and racism and a nomadic lifestyle.
- Communicate effectively with clients, Inclusion Health Team and other colleagues

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don’t translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there’s only three, but because they are unique to who we are. We care, we think, and we do.

Care

- Inspire
- Understand

Think

- Challenge
- Improve

Do

- Accountability
- Involve

- Communicate

- Learn

- Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that

clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities 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 environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Registered nurse (RN1)
- Current NMC registration
- Evidence of personal development and acquisition of transferable skills relevant to the job description
- Previous experience of working as part of a team
- Experience of working within multi-disciplinary teams
- Ability to prioritise workload and demonstrate ability to work independently
- Respect for cultural beliefs and lifestyle choices of GRT communities
- Commitment to reducing health inequalities in GRT communities
- Able to build trust and relationships with GRT communities and others through face to face interventions
- Able to develop, establish and maintain positive relationships with other both internal and external partner agencies
- Work under pressure and demonstrate ability to change priorities at short notice
- Excellent verbal and written communication skills
- Ability to recognise and respond appropriately to CYP and their families in challenging situations
- Able to advocate for clients and promote access to health care
- Good IT skills
- Understanding and knowledge of Healthy Child Program
- Understanding of clinical governance with some previous experience of undertaking audits
- Understanding of current issues affecting the NHS and the CYP and public health agenda

Desirable

- Registered nurse Child/General branch
- Mentorship qualification
- Relevant experience of working with children, young people and families
- Experience working in the Community (non acute settings)
- Previous sexual health training/experience
- Immunisation training and/or experience
- Clinical supervisor training and experience

Job Description

- Completion of safeguarding modules
- Experience of working within a multi-agency team
- Understanding of cultural diversity within GRT communities

Other requirements: the successful applicant will need to be a car driver

Employee signature:

Manager signature:
