

Job Title:	Family Nurse Partnership Family Nurse (Band 7)
Reports to (job title):	Family Nurse Partnership Supervisor
Line Manager to:	N/A

## Job purpose

The Family Nurse Partnership (FNP) is a national evidence-based programme. The aim of the programme is to improve the antenatal health, child health and development and parents' economic self-sufficiency in disadvantaged young families.

This role is responsible for delivering the FNP intensive, preventive home visiting programme to vulnerable, hard to reach young women who are expecting their first baby. Post holders will be required to develop high-level generalist and specialist skills to work within the clinical methods of the structured programme. Family nurses will be expected to develop therapeutic relationships with clients and work intensively within complex family situations to achieve the expected outcomes of the programme.

This is a demanding specialist role requiring high levels of professional skills and practice and the ability to work as part of a team.

## Base

High Post Salisbury

## Key responsibilities

This list is intended to summarise the key responsibilities and is not intended to cover every task that may be required of the role: -

## Principle Responsibilities

- To recruit and engage eligible, hard-to-reach pregnant young women to the FNP programme.
- To use programme materials and methods in the clients' homes in order to achieve the following:-
  - Improve the outcomes of pregnancy.

Improve children's health and development by enabling parents to provide more sensitive and competent care of them.

Improve parental life-course by helping parents plan future pregnancies, complete their education, and find work.

- To work therapeutically with a range of family members to promote behaviour change and positive outcomes for children and families.
- To take a lead professional role when required where children and young people with additional needs require an integrated package of support from more than one practitioner/service.
- To participate in reflective supervision, monitoring client engagement. To ensure that expertise in clinical methods is developed and maintained and the service offered is of high quality and the programme is implemented with fidelity.
- To work in collaboration with local statutory and mainstream services to ensure that families become confident in accessing a range of other universal health and support services and are ready to graduate from the programme when their child is between one to two years old.

## Professional Responsibilities

The Family Nurse will:

- Undertake home visits in accordance with FNP model.
- Use high level interpersonal and communication skills to provide and receive complex and often highly sensitive information. Use strengths based, solution focused strategies and motivational interviewing skills to enable families to develop behaviour change strategies.
- Utilise specialist knowledge acquired through the FNP learning programme, events, and other study, together with reflections on experience, to deliver the FNP programme effectively.
- Work effectively in potentially highly distressing or highly emotional circumstances, e.g., safeguarding children or family breakdown.
- Develop therapeutic relationships, requiring in-depth mental attention and concentration for extended periods, and promote adaptive behaviour change in the family home and other environments.
- Use professional and clinical judgement to undertake detailed assessments of clients and their families and analyse complex family situations in order to develop appropriate clinical interventions
- Actively engage and work with fathers and other members of the extended family to achieve positive outcomes for children.
- Apply knowledge and skills to a range of clinical and family situations.
- Work within the FNP model to initiate, plan and co-ordinate clients care in consultation and collaboration with other professionals and agencies involved in providing services to women and their families. Take a lead professional role where required.
- At all times keep the safety of the baby and the young person in mind, and work within local safeguarding policies as appropriate.

- Act on own interpretation of assessed clinical situation within the home setting.
- Able to refer client onto other specialist services as required on own authority.
- Contribute to the delivery of the Healthy Child Programme (HCP), including professional assessments of children's growth, development, and language skills.
- Positively and effectively represent the vision and principles of the FNP programme in actions and communications to internal and external clients, stakeholders, and services.
- Manage own workload by working independently within appropriate occupational guidelines, referring to FNP Lead where appropriate.
- Act on own interpretation of assessed clinical situation within the home setting.
- Able to refer client onto other specialist services as required on own authority.
- Visit clients over a wide geographical area and within flexible working hours.
- Propose changes to working practices or procedures for own work area as role evolves.
- Complete full, accurate and contemporaneous records.
- Create regular reports on local site replication performance for the programme board.
- Analyse reports on data for service development and develop quality improvement measures to assure data quality, completeness, and accuracy, as well as improvements in programme delivery.
- Develop systems for user involvement and support clients to offer feedback on the service received, integrating this into local or national improvement measures.
- Develop local procedures for FNP, considering FNP National Unit guidance.

## Administrative

The Family Nurse will:

- Provide timely and accurate data to monitor programme fidelity and for research purposes.
- Maintain own caseload files and have good keyboard skills.
- Input FNP data into database and produce individual reports relating to own caseload to monitor programme fidelity.
- Use computer software to create reports for other professionals and safeguarding meetings as required.
- Utilise FNP resources to plan for visits and develop packages of materials for these.

## Team

The Family Nurse will:

- Participate fully in; team activities, collaborating with others to achieve team goals and quality improvement measures.
- Participate in quality improvement efforts with colleagues.
- Audit own performance and participate in performance review with supervisor.
- Elicit and consider differing viewpoints when analysing complex issues.
- Recognise the accomplishments of team colleagues.
- Support a safe environment for open discussion.
- Prioritise work; manage time effectively by utilising individual skills, knowledge, and competencies.
- Provide mentoring for new team members, advice to colleagues and to team Quality Support Officer as required.

## Professional Development

The Family Nurse will:

- Assess own learning needs and agree strategies to meet them with the supervisor.
- Actively engage in skill building to meet all competency requirements.
- Successfully complete the learning programme required to deliver the FNP programme, including team based and face to face elements.
- Undertake additional professional development as required.
- Prepare for and actively engage in weekly individual supervision.
- Undertake joint home visits with supervisor every four months.
- Attend and participate in two-weekly case discussions and staff meetings.
- Keep informed of current healthcare and parenting developments to provide high quality home visiting services.

## Most challenging part of the job

- Recruiting, engaging and retaining families on the FNP programme and following programme requirements.
- Effectively managing the emotional intensity of the therapeutic relationship between the practitioner and client.
- Working within complex family circumstances, including situations of safeguarding children.
- Being able to learn and assimilate a large volume of highly complex new information in a very short space of time and having the necessary skills to quickly apply new knowledge and skills to the practical work environment.
- Maintain the interest and enthusiasm of the recruited families on the FNP Programme over a two-and-a-half-year period.
- Working with a structured programme whilst adapting to the requirements of each individual client and visit.

## 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

Communicate

### Think

Challenge

Improve

Learn

### Do

Accountability

Involve

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 DATIX 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 with 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

### Qualifications

- Nursing or Midwifery qualifications and registered with the NMC\*
- Degree level or equivalent professional qualification
- Willingness to undertake specialist post graduate training and be assessed on competence in clinical field following training

\* A mental health or learning disability nurse who qualified prior to the changes introduced by Project 2000 needs also to be a registered general nurse, midwife or have a SCPHN qualification in order to have the breadth of clinical skills needed to deliver the FNP.

### Knowledge

- Understand the difference between advice giving and motivational approaches
- Has some knowledge of the research base of FNP
- Willingness to undertake personal study to develop understanding of a range of clinical areas
- National and local safeguarding policies

### Experience

- At least 2 years' experience of working with families in deprived communities
- At least 2 years' experience of midwifery, child health, public health, home visiting
- Of clinical supervision
- Working with children & families

### Skills & Competencies

- Able to manage strong emotions, sensitive issues and undertake courageous conversations
- Able to develop supportive, trusting, and respectful relationships
- Able to work effectively in a team, supporting others and challenging colleagues' views and attitudes when necessary
- Able to sensitively provide anticipatory guidance to parents

- Able to manage exposure to distressing life events and stressful complex partnerships
- Highly reflective and able to learn from experiences
- Willingness to prepare for and engage in clinical and managerial supervision
- Able to assess a situation, set priorities and problem solve quickly and effectively
- Able to communicate clearly and succinctly both verbally and in writing
- Exceptional communication, facilitative and motivating skills
- Able to work effectively with diverse groups
- Basic computer skills to create reports, use email, read excel spreadsheets etc.
- Able to analyse numerical data

## Other Requirements

- Committed to principles of FNP and a strong desire to see it succeed
- Tenacious and persistent
- Resilient
- Empathic and non-judgemental
- Warmth and flexibility
- Self-awareness
- Pursues own personal growth
- Has a learning style which readily accommodates skills practice and role play
- Able to travel independently

## Desirable

## Qualifications

- Masters level education

## Knowledge

- Attachment theory
- Self-efficacy theory

# Job Description

- Human ecology theory
- Behavioural change theory
- Parent/infant mental health

## Experience

- Working with young people

## Skills & Competencies

- Motivational interviewing
- Counselling

**Other requirements:** E.g. Travel requirements / overnight stays for training out of area

Employee signature

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Manager signature

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