Job Description

Job Title:	Community Staff Nurse (Health Visiting Team) Band 5
Reports to (job title):	Team Leader
Line Manager to:	----

Job purpose

The Community Staff Nurse is a registered nurse working as part of the Warwickshire Health Visiting Service providing preventative and supportive healthcare to children and families. This includes the identification, monitoring and provision of targeted support to vulnerable children and those whose welfare and safety may be at risk.

The post holder works as a member of the Health Visiting Team maintaining a public health focus under the supervision of a Specialist Community Public Health Nurse (SCPHN Health Visitor) to deliver the Healthy Child Programme across Warwickshire in a variety of settings including family homes, community venues and digital platforms.

The post holder will contribute to improving outcomes for children and families through evidence-based intervention, health promotion, safeguarding, early intervention and partnership working. All allocated work is completed within the designated competency framework.

Base

Nuneaton

Key responsibilities

The following is intended to summarise the key responsibilities of the role, but other tasks may be required. After a period of induction and completion of relevant competencies within the competency framework the post holder will be expected to:

- Work within the boundaries of the Staff Nurse Competency framework
- Work with the Health Visiting Team to achieve Key Performance Indicators
- Work in partnership with children and families to identify any health needs at the earliest opportunity and to provide appropriate support to achieve positive outcomes.
- To work in partnership with Early Years Services in the community such as Children's Centres and Early Years settings.
- To support Infant feeding and parent infant relationships by adhering to the Baby Friendly Initiative Standards
- To complete the Family Health Needs assessment for allocated mandated reviews and update the SCPHN (Health Visitor) with any areas of concern.

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Job Description

- To provide support to families using the Solihull Foundation Approach model and Five to Thrive trauma-informed practice in behavioural management, parenting skills and in the delivery of programmes of care to vulnerable families as identified by the SCPHN Health Visitor.
- To provide ongoing support and intervention to allocated families and updating the SCPHN health visitor when significant changes occur.
- To be fully aware and understand local and National safeguarding policy.
- To work with families where they are identified as requiring early help and where an Early Support Assessment is in place or reach the threshold of Child in Need. This is under the direct supervision of the SCPHN health visitor.
- To undertake work as allocated by the SCPHN Health Visitor, including support to families on a Child Protection Plan.
- To undertake Looked After Child Assessments as required and offer ongoing support to allocated families under the direct supervision of the SCPHN Health Visitor.
- To participate in the Healthy Child, Drop-In sessions.
- To facilitate groups within the Drop ins, or on the virtual platform.
- To support the wider team with the delivery of targeted interventions and/or support bundles
- To provide care that is evidence based
- To maintain accurate, contemporaneous, comprehensive records of care.
- To participate in management, safeguarding and clinical supervision.
- To participate in the appraisal process taking a proactive approach to own personal development and training needs.
- To act as a mentor for pre-registration nursing students

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	Think	Do
• Inspire	• Challenge	• Accountability
• Understand	• Improve	• Involve
• Communicate	• Learn	• Resilience

care·think·do

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Job Description

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 1998 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.

HCRG Care Ltd, company number 5466033 registered in England and Wales at The Heath Business and Technical Park, Runcorn, Cheshire WA7 4QX

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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.

HCRG Care Ltd, company number 5466033 registered in England and Wales at The Heath Business and Technical Park, Runcorn, Cheshire WA7 4QX

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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.

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Personal Specification

Essential

- NMC registration in a field of nursing
- Experience in working with children and families
- Holds a full driving license, and car owner.
- Knowledge of national and local policy in Children's Service and Public Health.
- Understanding of child development.
- Able to demonstrate a commitment and ability to promote and safeguard the welfare of children and families with the skills to build sustainable professional boundaries.
- Excellent verbal and written communication skills, with the ability to communicate complex issues in plain language at all levels both within and outside the organisation.
- Ability to work alone and part of a multi-disciplinary team.
- Evidence of effective teamwork
- Demonstrates an interest in public health and Health Visiting
- Ability to work flexibly to respond to service needs.
- Computer literate

Desirable

- Registered Children's Nurse
- Experience of working in a multi-disciplinary environment.
- Knowledge of behaviour change theory.
- Practice supervisor/practice assessor qualification
- Interest in undertaking the SCPHN qualification

Other requirements:

- To participate in all aspects of training to meet the competency framework supporting the role.

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Job Description

Employee signature

Manager signature

care·think·do

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