

Job Title:	Complex Safeguarding Nurse – Specialist Support Lead (Band 7)
Reports to (job title):	Named Nurse for Safeguarding
Line Manager to:	Specialist Support Team

Job purpose

The postholder will work as a lead nurse and single point of contact for complex safeguarding and hold a small caseload of complex safeguarding cases, ensuring the health needs of this vulnerable cohort of young people are appropriately met. The postholder will plan, coordinate delivery, and evaluate public health Interventions from a safeguarding perspective, focusing on prevention of the escalation of complex safeguarding. In addition, the post holder will provide clinical leadership and line management to a 0-19 Specialist Support Team.

Base

The post holder will be aligned to one of the East, North or Central localities but may be required to work across the Lancashire footprint as required.

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: -

Clinical responsibilities

- To lead on the complex/contextualised safeguarding agenda and be responsible for increasing the skills, knowledge and confidence of the Lancashire 0-19 service in complex/contextualised safeguarding
- Ensure HCRG Care Groups Lancashire 0-19 service children's workforce has a greater understanding of the risk factors for children and young people at risk of exploitation through targeted training.
- To manage a caseload of complex safeguarding cases, providing individual health assessments, ensuring timely referrals to appropriate health services a coordinated plan of care is in place.
- Deliver targeted health interventions following specific care pathways in response to identified need.

- Develop and maintain close working relationships with key agencies involved in the care of children at risk/vulnerable to exploitation
- Responsible for developing clear referral pathways between health agencies providing specialist safeguarding health support and HCRG Care Group Lancashire 0-19 service.
- To closely work with other health providers to ensure joined up working with children and young people at risk of/being sexually exploited
- Provide coordination of and participate in relevant meetings, reporting attendance and providing information and support where requested. This includes attendance and contributing at interagency statutory safeguarding meetings where required.
- Provide advice and support to front line clinicians to ensure that high standards of practice in Safeguarding and child protection are maintained and continuously improved.
- To keep accurate, comprehensive, and contemporaneous records and reports and ensure high standards of record keeping within team.
- To provide and receive highly complex, highly sensitive or highly contentious information, where developed persuasive, motivational, negotiating, training, empathic or reassurance skills are required. Issues are often particularly distressing and emotive where barriers to acceptance may need to be overcome especially relation to issues involving members of staff or media interest
- To deputise for the Named Nurse Safeguarding
- To contribute to any sub-groups of the Childrens Safeguarding Assurance Partnership (CSAP) as appropriate.
- To participate in supervision and appraisal and take responsibility for own professional development.
- Undertake statutory and mandatory and other training as required.
- To ensure clinical service developments, policies and procedures are implemented within area of responsibility.
- To maintain professional competencies and work in accordance with the Nursing & Midwifery Councils (NMC), Code of Professional Conduct
- To develop and maintain close working relationships and work collaboratively with Specialist Safeguarding Nurses, The Looked after Childrens Team, Team leaders, and CPLs across the across Lancashire 0-19 services.
- To be trauma aware and have an understanding of the principles of a trauma informed approach to care and the impact of Adverse Childhood Experiences on children, young people and adults

Management/Leadership responsibilities

- To directly line manage and clinically supervise a team of Specialist Community Public Health Nurses, staff nurses, healthy family practitioners, and healthy family support workers.
- To take responsibility for the recruitment and selection of staff within the team.
- To ensure that individuals within the team are aware of and work in line with policies and procedures.

- To ensure adequate service provision by managing annual leave, absence, and vacant posts.
- To ensure that there is a process of regular supervision and annual appraisal within the line management structure for staff within the team and ensure that Personal Development Plans and peer reviews are in line with service objectives.
- To ensure that service users views are actively sought and fed into service developments
- To identify the training and development needs of team members, ensure that staff access training opportunities, and promote the development of a continuous learning environment and ensure the team are up to date with statutory / mandatory training.
- To facilitate and actively promote effective team working between staff members, monitoring team performance and acting up as required.
- To work collaboratively and maintain effective communication with statutory agencies, voluntary groups, and other health professionals to proactively meet the needs of children, young people, and families
- To ensure risk assessments are carried out as identified by staff or environmental needs, and in compliance with health and safety and organisational policy and audit.
- To support the utilisation of performance management information with staff and others as the basis for continuous service improvement.
- To support the monitoring of clinical governance and other quality assurance systems in support of patient safety and service quality within Safeguarding Children.
- To undertake appropriate audits of safeguarding practice and support embedding learning
- To work closely with the Named Nurse for Safeguarding Children and other Service Managers to address safeguarding and protecting children practice issues in relation to competencies; performance management, training and development; discipline and grievance.
- The post holder acts as the local Data Administrator [for paper held records] of personal data in line with Data Protection and Confidentiality Policies and the Information Asset Owner [for electronic held records] of personal data in line with the Electronic and Information Security Policies.
- Be responsible to and accountable within the managerial framework of HCRG Care Group Services

Personal development

- Meet the organisation's requirements for training attendance.
- Attend relevant continuing professional development activities to maintain competence.
- Receive regular supervision and undertake reflective practice

Appraisal

- Receive annual appraisal from a professional with specialist knowledge of safeguarding children and with knowledge of the individual's support and professional context and framework.

Accountability

- Be accountable to the Managing Director / Business Unit Head
- Report to BU Named Nurse for Safeguarding

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
<ul style="list-style-type: none"> • Inspire • Understand • Communicate 	<ul style="list-style-type: none"> • Challenge • Improve • Learn 	<ul style="list-style-type: none"> • 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 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.

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 always observe strict fire and security precautions.

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

Education/Qualifications

Be registered on either Part 1 of the Nursing and Midwifery Council (NMC) register as a registered nurse or Midwife **and** / **or** Part 3 register as a specialist community public health nurse

Experience

- Significant experience of working with children and young people within the contextualised safeguarding agenda
- Minimum of 5 years post registration experience with minimum of 3 years at senior level of band 6 or above
- Clear understanding of the needs of Children and Young People and the role of the School Nurse
- Extensive experience of managing complex child protection cases and assessing vulnerable families in the community
- Knowledge of national and local strategies pertaining to Children and Young people and the public health agenda
- Experience of developing relationships with external agencies and organisations
- Experience of working across organisational boundaries within health, those of our multiagency partners and the voluntary sector
- Safeguarding Children Training Level 3
- Experience of Clinical Supervision, as a provider or recipient. Have a theoretical understanding of principles of supervision.
- Experience of developing partnerships with other key stakeholders
- Delivering interventions on a 1:1 and/or group basis
- Knowledge of national and local strategies pertaining to Children and Young people and the public health agenda
- Experience of team working and line management.
- Experience of providing teaching / training, formulation of teaching packs and evaluation of sessions

Skills/Abilities

- Excellent IT skills
- Excellent communication skills
- Excellent literacy skills
- Able to work effectively with children, young people and adults
- Must hold a full driving licence and have the ability to travel effectively across the locality

Knowledge and Understanding

- To have knowledge of the law relating to child protection/children in need working.
- To have knowledge of local policies, procedures and guidelines relating to child protection/children in need working.
- An understanding of the implications of cultural difference for service delivery.
- Understanding and ability to work within Clinical Governance framework.

Desirable

- Previous demonstrable experience of leading a team.
- Experience of developing and delivering training packages
- Experience of innovative practice.

Employee signature

Manager signature
