

Job Description

Job Title	Core Band 6 Midwife for Triage/ Midwife Led Unit
Band	6
Managerial Reporting Responsibility	Intrapartum Team Managers (Delivery Suite and Rushey)
Professional Reporting Responsibility	Director of Midwifery
Job Purpose	<p>We have a clear vision to provide outstanding, individualised care and to support women and their families on their journey through labour and into parenthood</p> <p>The post holder will uphold the values of the Trust which are Compassion, Aspiration, Resourceful and Excellence. These trust values are fundamental to the care we provide ensuring evidence based, women centred care and that strives to improve outcomes for women and families accessing the service.</p> <p>The post holder will work as an autonomous practitioner to provide and coordinate the highest standard of care for women whilst supporting staff and managing the Triage and Birth centre areas. She/he must be confident in the delivery of normal midwifery care and high dependency care to women and be able to support less experienced midwives in acquiring these skills.</p> <p>She/he will work with the intrapartum Managers to ensure staff deliver a level of service that is equitable, evidence-based and consistent with the recommendations of all relevant reports and guidelines.</p> <p>The post holder will support the intrapartum managers and Matron to deliver all aspects of running the service including how money and resources are used to deliver better, affordable healthcare and be involved in any new developments.</p> <p>The post holder will be working as a key member of a multi-professional team and will display excellent communication and leadership skills.</p> <p>She/he will work with the intrapartum Managers to ensure staff deliver a level of service that is equitable, evidence-based and consistent with the recommendations of all relevant reports and guidelines.</p>

PRINCIPLE RESPONSIBILITIES

Managerial

1. Manage people to ensure the effective operation of the team. Ensure effective skill- mix and appropriate management at all times. Demonstrate leadership by example.
2. Demonstrate a positive attitude and high level of motivation by showing a strong commitment to the service.
3. Be accountable for midwifery performance and achievement of all organisational targets and standards, working within the Trust's governance framework and current regulatory and policy requirements. To be aware of local and national guidance for maternity services.
4. Assess performance of the team in co-ordination with other deputy senior midwives working in the area. Provide clear feedback to team members in a way that is conducive to maintaining and improving performance. Work closely with the Human Resources Department as appropriate.
5. Demonstrate excellent personal communication. Establish and maintain effective two-way communication channels with individuals and groups. Demonstrate appropriate assertiveness and ability to challenge others when the rights of women and others may be infringed.
6. Be responsible for the standard of midwifery care delivered in work area. Display evidence that staff provide holistic, evidence based, women centred care. To celebrate positive achievements with the department's team
7. Demonstrate that women and their partners / relatives where relevant are involved in both decisions affecting their care and wellbeing, and in service development. Practice in accordance with the professional, ethical and legal codes of the Nursing and Midwifery Council, and Trust's protocols and guidelines. Be accountable for own practice and for the delegation of care he / she gives to more junior colleagues, support workers and students.
8. Prioritise workload to meet targets. Be able to work under pressure and seek creative solutions to challenges. Ensure that the Matron is alerted to quality issues.
9. In conjunction with the intrapartum Managers to be responsible for ensuring procurement of all equipment and stock are cost effective and have knowledge of the budget requirements relating to the area

10. Be responsible for ensuring the clinical area practices within Data Protection/ Confidentiality/ Caldicott principles. Ensures that suitable communication networks are in place to share highly sensitive information across organisational boundaries where appropriate.

11. Actively promote diversity, including race diversity, both in the delivery of the Directorate's services and in the recruitment, management and development of staff within the clinical area. Generate and sustain relationships that promote dignity, rights and responsibilities. Identify and take action to address discrimination and oppression.

12. Promote interdisciplinary working, with outcomes aimed at the best interest of women and their families.

13. Responsible for managing changes in clinical practice and service delivery throughout maternity services to meet the needs of women and their families.

14. She/he will participate in rotations of midwives between the high risk and low risk intrapartum areas. To shadow the delivery suite coordinator; to gain an insight into this role and have an opportunity to understand the challenges and responsibilities.

Clinical and Technical

1. Demonstrate specialist expertise and professional knowledge acquired through post registration academic, clinical, leadership and management development. Works as a role model for professional practice and understands the impact of poor performance.

2. Work with the intrapartum Managers, Matron and infection control champions to support surveillance, auditing and implementation of National and local guidelines/protocols, in particular those concerning infection control, privacy & dignity.

3. In conjunction with the intrapartum Managers, Matron and other deputy ward managers/ Director of Midwifery / Practice Educators, develop and monitor midwifery performance and clinical outcomes to improve and develop high standards of patient care. Place the woman's experience at the core of service delivery. Monitor and audit the quality of care through a range of strategies, including risk management incident reporting, complaints, research and effectiveness monitoring and clinical audit.

4. Maintain standards of conduct to sustain public confidence in accordance with the NMC Code of Professional Conduct, Midwives Rules, and Midwives Code of Practice and Trust

policies.

5. Ensure that at all times the interests and wellbeing of babies are paramount, whilst continuing to act as an advocate for their mothers.
6. Act as an essential communication conduit between the women, consultant Obstetricians, Neonatal services, Consultant Midwife, Supervisors of Midwives, Practice Development, Clinical Skills Facilitator and Practice Educator
7. Be accountable for communication and dissemination to appropriate midwives/agencies or other health professionals.
8. To have working knowledge of the electronic systems used by the department and the Trust.
9. Participate in the hospital oncall service and to shadow the maternity unit coordinator to gain an insight into this role.

Teaching and Training

1. Promote/ develop and maintain a culture within clinical environment which challenges and questions practice, and promotes the quality of thinking amongst practitioners. Ensure that students and staff receive effective induction, mentorship, development and support.
2. To be responsible for the collation and dissemination of research information and evidence to staff.
3. Participate in orientation and induction programmes.
4. Encourage staff to learn from past experience by providing practical support to enable effective reflection.
5. To take responsibility for ascertaining women's experiences/perceptions of current service provision to improve practice and monitor implementation of National Guidance.

ROLE RESPONSIBILITIES.

1. Be proactive in identifying risks within own working area and where appropriate undertake risk assessments and provide feedback to team. Ensure team works within risk management/

occupational health legislation and Trust procedures. Be proactive in identifying risks within own working area and where appropriate undertake risk assessments and provide feedback to team.

2. Ensure all department's equipment is serviced, calibrated as per policy and fit for use and all staff have received adequate training prior to using equipment.

3. To ensure implementation of workforce strategy working alongside the HR and Occupational Health to achieve targets by improving productivity and managing sickness absence.

4. Challenge unacceptable staff attitude and behaviour ensuring that you act as a role model at all times.

5. Cultivate an open and honest culture where people feel able to raise concerns and share good practice through positive role modelling. Take ownership of problems and seek to influence any change management that may have negative impact on the working area.

6. To ensure establishment and skill mix for department are appropriate.

7. Be actively involved in recruitment for the maternity unit.

8. Develop own skills, taking responsibility for continuing professional development and performance, maintaining own portfolio in accordance with post registration requirements. Work to achieve competencies appropriate to grade. Identify own development needs in relation to current practice and future plans, setting personal development objectives.

9. Has the ability and clinical judgment to refer to the Matron for the Hospital Maternity Services, Director of Midwifery, and Consultant Obstetricians, Anaesthetists and Paediatricians where appropriate in order to ensure safety of patients and colleagues within the clinical area and department.

11. To have understanding of Trust objectives

OTHER RESPONSIBILITIES

1. Post-holder is aware that their role includes exposure to biohazards and other potentially unpleasant materials and takes responsibility for protecting themselves and others where appropriate through implementation of measures such as universal precautions and

equipment/material supplied by their employer for such use.

This job description is not exhaustive and will be subject to periodic review in association with the post-holder.

GENERAL NOTES

The Trust has designated the prevention and control of infection and the full implementation of the Health Act (2006) as a core component in the organisation's clinical governance, managing risk and patient safety programmes. In consequence, all employees are expected to:-

- i) Follow consistently high standards of infection control practice, especially with reference to hand decontamination and, for clinical staff, aseptic technique.
- ii) Be aware of and follow all Trust infection control guidelines and procedures relevant to their work.
- iii) Participate in mandatory training and annual updates.

CHANGES TO JOB DESCRIPTION

The duties outlined above are subject to changes, after consultation with post holder, to meet the needs of the service/ organisation.

HEALTH AND SAFETY

The post holder is required to conform to the Royal Berkshire NHS Foundation Trust's Policies on Health and Safety and Fire Prevention, and to attend related training sessions as required.

CONFIDENTIALITY

In the course of their duties employees will have access to confidential material about patients, members of staff and other NHS business. On no account must information relating to identifiable patients be divulged to anyone other than authorised persons, for example, medical, nursing or other professional staff, as appropriate, who are concerned directly with the care, diagnosis and/or treatment of the patient. If there is any doubt whatsoever, as to the authority of a person or body asking for information of this nature, advice must be sought from a superior officer. Similarly, no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe these rules will be regarded as serious misconduct, which could result in serious disciplinary action being taken including dismissal.

POLICIES AND PROCEDURES

The duties and responsibilities of the post will be undertaken in accordance with the policies, procedures and practices of the Royal Berkshire NHS Foundation Trust which may be amended

from time to time.

NO SMOKING POLICY

In recognition of the Trust's commitment to health promotion and its health and safety responsibility, the Trust has a no smoking policy that prevents all staff from smoking whilst on duty, or on Trust property

EQUAL OPPORTUNITIES

The Royal Berkshire NHS Foundation Trust's duty is to ensure that no existing or potential employees receive less favourable treatment on the grounds of sex, sexual orientation, race, colour, nationality, ethnic origin, religion, marital status, age or disability, or are disadvantaged by conditions or requirements that cannot be shown to be justifiable. All employees are expected to comply with this policy.

DATA QUALITY

The information that you record as part of your duties at the Trust must be 'fit for purpose', reliable and easily accessed by appropriate/authorised personnel. To achieve this standard the information must be: accurate, legible (if hand written), recorded in a timely manner, kept up-to-date, appropriately filed.

All staff must monitor and take responsibility for data quality throughout the areas of the system used locally, all users maintain timely input, and ensuring that data is checked with the patient whenever possible, and to support initiatives to improve data quality

N.B. Recorded information includes: patient information entered in case notes and entered on any computerised care records system, financial information, health and safety information e.g. accident books, personnel information recorded in personnel files etc.

Failure to adhere to these principles will be regarded as a performance issue and will result in disciplinary action.

FREEDOM OF INFORMATION ACT 2000

As an employee of the Royal Berkshire NHS Foundation Trust, you are required to recognise a request from the public for Trust information and treat the request in accordance with the Trust's Freedom of Information Act 2000 Policy & Procedures.

Failure to comply with this requirement could result in action being taken against the Trust by the Information Commissioner (the overseeing body for the Freedom of Information Act 2000).

Candidates must demonstrate the following	Essential/desirable	Measured by:
Education/qualifications/Training		
Registered midwife	E	A//NMC Check
Mentorship qualification/ENB997/or equivalent	E	A/I
Educated to a minimum of 1st degree level/able to demonstrate	E	A/I

evidence that is working at degree level/commenced degree pathway		
Leadership/management qualification	E	A/I
Experience		
Significant recent experience in midwifery	E	A/I

Person Specification – Senior Band 7 Midwife Intrapartum Teams

Must have recent experience at band6/7	E	A/I
Detailed experience of leadership/management	E	A/I
Skills & Abilities		
Excellent interpersonal skills with particular ability to liaise effectively with multidisciplinary team members	E	A/I
Excellent professional role model	E	I
Excellent personal and communication skills	E	I
Demonstrate transformational leadership ability E I Expert clinical skills in speciality	E	A/I
Demonstrates ability to place women and family at centre of care	E	I
Ability to facilitate and support learning	E	A/I
Ability to make decisions, organise and prioritise	E	A/I
Demonstrate excellent team working	E	I
Knowledge of quality issues and how to measure these	E	I
Demonstrates a desire to explore new ways of delivering services	E	I
Motivated and enthusiastic	E	I
Excellent negotiating and influencing skills.	E	A/I
Computer literacy	E	A/I
Experience of involvement in successful change management	D	A/I
Other		
Passed fit by Occupational Health E	E	
Able to work flexibly to meet service needs	E	

I= Interview

A = Application form

R= References

The post is subject to the policies, practices, procedures and conditions of service determined by the Trust.

Candidates must demonstrate the following Essential/desirable Measured by:

Education/qualifications/Training

Registered midwife E A/I/NMC

Check

Mentorship qualification/ENB997/or equivalent E A/I

Educated to a minimum of 1st degree level/able to demonstrate evidence that is working at degree level/commenced degree pathway

E A/I

Leadership/management qualification E A/I

Experience

Significant recent experience in midwifery E A/I

Must have recent experience at band6/7 E A/I

Detailed experience of leadership/management E A/I

Skills & Abilities

Excellent interpersonal skills with particular ability to liaise effectively with multidisciplinary team members

E A/I

Excellent professional role model E I

Excellent personal and communication skills E I

Demonstrate transformational leadership ability E I

Expert clinical skills in speciality E A/I

Demonstrates ability