

Candidate Brief

Band 7 Midwife

March 2022



Welcome to Epsom and St Helier University Hospitals NHS Trust

Thank you for showing an interest in working with us at Epsom and St Helier – a family of more than 7,000 colleagues.

We are truly an integrated health and care Trust. In simple terms, that means that as well as the services we provide at our acute care hospitals (Epsom in Surrey and St Helier nearby in south west London) we work with local GPs, mental health services, community providers and local authorities, with the joint aim of preventing local people from becoming unwell, and when they do, that they receive the right care, in the right place, with the right support.

So, as well as great hospital care, together we offer an increasing range of services. These include adult community health, sexual health and children's therapies. Many of these community services are run by the partnerships we host, Surrey Downs Health and Care and Sutton Health and Care.

Continuing the partnership theme, we also host and run some exceptional hospital-based services including the South West London Elective Orthopaedic Service – rated 'Outstanding' by the Care Quality Commission (CQC) – and we also have the largest nephrology (care around kidney disease) service in the UK, that isn't co-located with a transplant service.

We also work as part of the St George's, Epsom and St Helier Hospital and Health Group, with a shared leadership and increasing collaboration to develop stronger clinical and corporate services between two major providers serving Surrey and South West London.

These partnerships are at the forefront of joining together health and care for local people, and part of the national NHS ambition to provide the best care locally.

In autumn 2019, as an entire Trust, we moved up to become rated 'Good' by the CQC and we seek to continually improve. As part of that, we have secured £500m as part of the government's Hospital Infrastructure Plan to enable us to build a brand new Specialist Emergency Care Hospital in Sutton and finish the refurbishment of the existing buildings on the Epsom and St Helier hospital sites.

We are committed to making all of our work places great places to work, with the right support and culture to help you excel. We spoke with more than 3,000 colleagues about what makes a good day at work and as a result introduced a new core value – 'Respect'. And as a result 'Respect' is at the heart of everything we do. This means we want everyone who works with us to be able to do the best that they possibly can with opportunities available for everyone to grow and develop. It also means that there is no place for bullying, racism, discrimination or other poor behaviours.

We continue to develop as a Trust and with our partners. There is lots to do and we welcome you to help us on that journey, starting with the following job description, which we hope inspires you to be part of our success.

Our shared purpose

Developed by our patients and staff in the Your Voice Your Values project, 2018.



All of us who work at Epsom and St Helier

Choosing to work at Epsom and St Helier means I choose to sign up to our values, behaviours and expectations.

- Respect and value other people's views, experience and skills
- Develop myself to be a great role model of our behaviours
- Treat patients with respect and as equal partners in their care
- Treat everyone fairly regardless of protected characteristics, profession, role or level
- Speak up whenever I have a concern, give feedback respectfully, receive feedback gracefully, admit mistakes, resolve issues together
- Respect myself, looking after my own health and wellbeing
- Create a respectful environment free from disrespectful behaviour
- Respect my role, doing a good job to meet my objectives as they change, and doing the best I can with available resources.

Our ambition is to provide an outstanding level of care to our patients and communities.

Above all we value respect. This means everyone at the Trust – whether a member of staff, a patient or their loved ones – can expect to be treated with respect, whatever their role or background. This ensures kind, positive, professional teamwork, delivering great care to every patient, every day.

By choosing to work here, you also choose to value and role model respect. This means having respect for the Trust and your roles



and responsibilities, as well as colleagues, patients and anyone who interacts with the Trust.

We offer an extensive range of services, including cancer, pathology, surgery, and gynaecology to 500,000 people in south west London and north east Surrey. We operate two busy general hospitals, Epsom Hospital and St Helier Hospital, and run services from other locations, including Sutton Hospital.

St Helier Hospital is home to the South West Thames Renal and Transplantation Unit and Queen Mary's Hospital for Children, while Epsom Hospital is home to the South West London Elective Orthopaedic Centre (SWLEOC). Both Epsom and St Helier hospitals have Accident and Emergency departments (A&E) and Maternity services (Obstetrics).

We also play an active role in the local healthcare economy, and are the lead provider in two innovative health and care partnerships.

In Surrey Downs (that's the Epsom, East Elmbridge and Dorking areas), we have partnered with CSH Surrey, the three GP federations in the Surrey Downs area, and Surrey County Council (who are an associate member), to provide adult community health services. This innovative partnership is called Surrey Downs Health and Care.

In Sutton, we have joined forces with the London Borough of Sutton, Sutton GP Services and South West London and St George's Mental Health Trust to provide adult and children's community health services and sexual health services to local people. Together, we are called Sutton Health and Care – you can visit our website www.suttonhealthandcare.nhs.uk.

Job Description

Role:	Delivery Suite Coordinator
Band:	7
Accountable to:	Lead Midwife
Responsible to:	Head of Midwifery
Minimum Qualifications:	Registered Midwife
	Experience post registration practice
	Including management experience.
	Mentorship qualification.
	Evidence of ongoing professional development.

Summary

The post holder is responsible to the Lead Midwife, and will support the professional direction and leadership of midwifery staff within the Maternity Unit and Community.

A prime responsibility of the post holder will be to maintain a safe clinical environment for women and their families whilst supporting their birthing options. You will also act in a manner that upholds the Trust values and supports the Maternity 5 year strategy by supporting service improvement initiatives.

1. Management

- 1.1 Assist the Lead Midwife to manage the 24 hour midwifery service.
- 1.2 Manage the significant changes in the day to day situation within his/her sphere of control and escalate to the Lead Midwife.
- 1.3 Ensures appropriate referral to other professional/agencies as need arises.
- 1.4 Ensures that relevant Guidelines and policies are effectively and efficiently implemented.
- 1.5 Ensures the maximum use of all resources available within his/her sphere of control.

- 1.6 Responsible for achieving an optimum environment for all learners, including student midwives, nurses, medical students, Return to Practice and Adaptation midwives.
- 1.7 Ensures that all staff within his/her sphere of control fulfils the function of the post they hold.
- 1.8 Establishes sound communications and consults with others in the multi-disciplinary team so that services run smoothly, in the best interest of clients.
- 1.9 Maintains the relevant stores and equipment, requisitioning supplies, repairs and replacements, informing the Lead Midwife of any issues.
- 1.10 Reports to the Lead Midwife and risk co-ordinator any complaints, accidents or untoward incidents in accordance with Trust policy and assist with investigations via the Datix system and Clinical Governance framework.
- 1.11 Assists with the selection of standard equipment and future needs within the Unit, co-operating with the Lead Midwife in carrying out trials of new equipment.
- 1.12 Attends meetings as required to represent the Unit.
- 1.13 Health & Safety: is aware of duties and obligations in regard to H & S management within the Trust. Initiates and participates in risk assessments, after appropriate training, and ensures controls and action plans are implemented.

2. Professional

- 2.1 Adheres to statutory requirements of supervision. Understand the difference between supervision and management issues.
- 2.2 Assists with survey/research and audit projects in the Unit in order to provide optimum care and services.
- 2.3 Ensures that Statutory Requirements (NMC) are observed and liaises with on call Supervisors as required.
- 2.4 Maintains contemporaneous records of all care and treatment given in accordance with statutory requirements and agreed policies/procedures.
- 2.5 Ensures that all learners allocated to the Unit receive appropriate clinical experience.
- 2.6 Participates in the continuous assessment of student midwives as appropriate.

- 2.7 Assists Lead Midwife as required with In-service education and training, induction and orientation programmes.
- 2.8 Will be actively involved in midwifery care, and by personal observation ensure that high standards of care are maintained.
- 2.9 Assists with the development of management/professional skills of Midwives ensuring appropriate allocation of clients to personnel.
- 2.10 Assists with the development of Maternity Assistants and Maternity Support Workers.
- 2.11 Arranges duty rosters to ensure clinical areas are staffed with adequate skill mix.
- 2.12 Attends mandatory study days, In-service training, Perinatal meetings as required.
- 2.13 Provides any “specialist” service as a result of skills acquired through ongoing professional development, in accordance with service need.
- 2.14 Develops and maintains own midwifery skills and helps other with their development needs.
- 2.15 Infection Control (IC): ensures the highest standards are maintained in all clinical areas, by acting as a role model for junior staff; initiating and participating in hand-washing audits; participating in environmental IC audits; reports any MRSA as a level 4 incident; ensures the implementation of any changes to practice following root cause analysis and/or investigations. Follows all policies and procedures in relation to IC.

3. Personnel

- 3.1 Establishes/ensures an effective communications system with all staff.
- 3.2 Provides leadership within his/her clinical area.
- 3.3 Undertakes the completion of assessments/reports for staff and learners.
- 3.4 Observes national/local agreements and Trust policies and procedures.
- 3.5 Participates in the Appraisal system using the Trusts system of choice (Actus) to support staff in achieving their personal objectives.

4. Community:

- 4.1 Rotation to the community as service needs required.

- 4.2 Participates in on-call community midwife services which will require the post holder to adhere to all the requirements of a community midwife and support the Maternity Unit as part of the escalation process.
- 4.3 Control and arrange the workload in his/her geographical zone(s) in conjunction with other team members and the lead midwife

Person Specification

Job title: Midwife Band 7

	Essential	Desirable	Method of Assessment
Qualifications	<ul style="list-style-type: none"> • Current registration with NMC • Relevant degree or equivalent • Evidence of professional and development • Mentorship /preceptorship qualification 	<ul style="list-style-type: none"> • Must be willing to work towards further development. • Willing to undertake Examination of the Newborn course 	Application form
Experience	<ul style="list-style-type: none"> • Experience in a clinical leadership/team leader role. • Experience of co-ordinating labour ward (hospital only) • Experience in caring for women in high risk category and those requiring high dependency care (hospital only) • Experience of involving patients/clients in the decision making processes. • Recent teaching experience. 		Application form & interview
Skills	<ul style="list-style-type: none"> • Must be able to communicate effectively with multi professional team and clients. • Sufficiently competent in order to demonstrate expert clinical knowledge. • Competent in perineal suturing • Good leadership skills and able to influence sustained change. • Self awareness. • Competent clinical teacher • Competent classroom teacher – staff and parent education • Competent in cannulation • Competent in waterbirth, and caring for women in normal and complicated labour 	<ul style="list-style-type: none"> • Good IT skills 	Selection process & interview

Knowledge	<ul style="list-style-type: none"> • Some understanding of the complexity of the NHS and the national picture and how this impacts on midwifery. • Computer literacy. • Knowledge of the NHS equality and diversity agenda. • Knowledge of Child Protection legislation and processes. • Able to differentiate between managerial and supervisory issues 	<ul style="list-style-type: none"> • Knowledge of wider healthcare issues including national midwifery issues 	Interview
Personal Attributes	<ul style="list-style-type: none"> • Proactive, takes own initiative • Can conduct own projects successfully and follow through action • Willing to take ownership and accountability • Team player with collegial working style and willingness to share responsibility • Flexible, responsive approach to work. • Committed to a "Patient/Client First" philosophy. • Genuine interest in students • Able to deal very sensitively and non-confrontationally with colleagues and clients. • Confident to work assertively with multi-disciplinary team. 		Selection process & interview