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## **Job Description**

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**Job Title:** Community Staff Nurse– Health Visiting

**Grade:** Band 5

**Reports To:** Clinical Lead

**Accountable To:** Locality Manager

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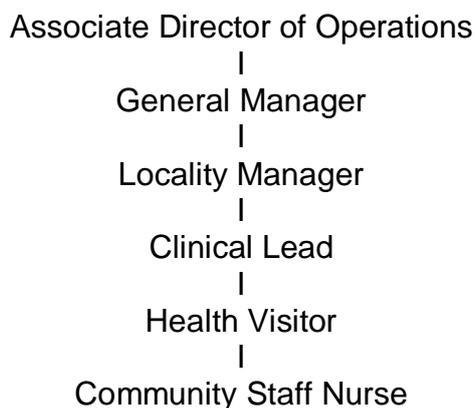
### **Job Purpose:**

- The post holder will be a Registered Nurse who will work within the service under the line management of the Health Visitor / Clinical Lead.
  - The post holder will have a delegated caseload under supervision of the Health Visitor and other senior staff members.
  - The post holder will work in partnership with the Multi-Disciplinary Team, and other agencies, to ensure that excellent standards of care are provided.
  - The post holder will be expected to support their team, department and organisation to achieve The Healthy Child Programme (Department of Health, 2021).
  - The Health visiting service works to provide a safe, effective and high quality service to clients using research-based evidence to inform practice within agreed professional standards.
  - The post holder will work in collaboration with partner agencies both voluntary and statutory to achieve good health outcomes for children and their families.
  - The Health Visitor Community Staff Nurse will support the delivery of the Healthy Child Programme within a progressive universal model of service delivery dependant on assessed needs. Ensuring the programme is delivered in partnership with other statutory and non-statutory agencies.
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- This role will play a key part in the development and safe delivery of 0-5 services, utilising best available evidence to improve the health and wellbeing of children and young people especially those from disadvantaged groups.
- This is a developmental role with the expectation of undertaking further training and completion in relation to the Specialist Community Public Health Nurse role.
- To support the development of the Health Visiting service, working in partnership with Infant feeding, The Local Authority, Partner agencies, Early Help and voluntary sector agencies.
- To act as a role model and be professional at all times adhering to the current NMC Code.

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### **Organisation Chart:**



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### **Key Result Areas:**

#### **Key Responsibilities**

- To support the delivery of 0-5 Universal Services as well as the Healthy Child Programme.
- To support and assist Health Visitors and Community Nursery Nurses within skill mix teams.
- To participate in the development of skill mix within the 0-5 Health Visiting service.
- To participate in Health Education programmes and health promotion activities on a multi-disciplinary basis as agreed by the 0-5 services in partnership with external agencies.

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- To support Health Visitors and participate, if required, in strategy meetings, case conferences, providing reports and to engage with clinical and safeguarding supervision as per policy for safeguarding children.

### **Main Duties:**

- Manage own workload as part of the team, under the supervision of the Health Visitor. This would involve offering a blended approach of virtual and home visiting.
- Report all untoward incidents and assist with the development and implementation of appropriate action plans.
- Meet with team members on a regular basis to discuss, report and evaluate patient care and to report early identification of children and families needing support through use of single assessment process, if required to include other members of the multidisciplinary team.
- Attend relevant meetings as delegated by the Health Visitor / Clinical Lead and be expected to feed back.
- To support the team and service to plan, implement and evaluate health enhancing activities through home visiting, community development, clinic, workshops, technology and parenting support.
- To actively lead and support clinical supervision for staff in band's 2, 3 and 4 and also to actively receive clinical supervision.
- To assist in the recruitment and selection of staff for the team. To participate in induction and orientation programmes, this will include acting as preceptors for newly qualified staff and Community Nursery nurses.
- To promote a continuous learning environment for colleagues and students within the Trust.
- Ensure that all staff have access to information that enables them to practice safely and effectively.
- Develop an understanding of Government Agendas in relation to Children/Families.
- To begin to develop the necessary skills to be an effective leader and role model for successive programme participants.

### **Clinical Skills:**

- To act as a registered practitioner who is legally and professionally accountable for own actions guided by the professional code of conduct and Trust guidelines and protocols.

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- Current Effective Status on the Nursing and Midwifery Council (NMC) – Registered Nurse.
  - Communicate changes to a Health Visitor / Clinical Lead on a daily basis in order to aid care planning.
  - Manage own workload as part of the team by offering a blended approach of virtual and home visits.
  - To be the lead professional for children with SEND needs, within own team, and support with WPAS requests for information
  - To be a peer vaccinator for Warwickshire 0-5 services
  - Meet with team members on a regular basis to discuss report and evaluate patient care.
  - Support Clinical Lead with appraisals/ PDR's for staff Band 4 and below.
  - Works as an autonomous practitioner and taking responsibility for the care they give to service users but within their own limits of competency and confidence.
  - Actively participates in monitoring health needs of children including those children with safeguarding plans, including undertaking Child Health review assessments for Children in Care, as required by the Local Authority to assess the health and wellbeing of children living in current foster care placements.
  - To provide advice and information to parents who are new to the area regarding the Health Visiting offer and signpost to partner agencies as required. To carry out a baseline health assessment to include medical history and weight and height assessment. To observe developmental assessment of the child/children who are over 1 years old and their family, unless there are identified child protection or special needs within the family. If any additional needs are identified to refer back to the Health Visitor.
  - To follow up with parents/ carers any Accident and Emergency attendances and give advice as necessary as per the Health Visitor standard.
  - To provide parents/carers with accurate and detailed knowledge of immunisations including contraindications, side effects, after care and child's immunisation status. To liaise with GP surgeries to identify children who have not yet received their immunisations to help support families with the uptake of their child's immunisation programme.

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- Provide guidance to junior staff, ensuring safe and best practice within the Health Visiting team in the absence of the Health Visitor and in accordance with Trust policy and guidelines.
  - Demonstrate a good knowledge and understanding of relevant legislation, policies and procedures relating to child protection. Participate in risk assessment & decision making process along with the named Health Visitor. To attend child protection meetings along with the named Health Visitor for those families on your current caseload, as required.

**Measurable Result Areas:**

- Ensure statistical returns are completed within agreed timescales by self and others.
- To actively seek monthly service user feedback regarding the service, to influence change where needed.
- Support the implementation of appropriate operational frameworks and objectives as agreed by the team and service.
- Participate in service redesign and development and integration of Family Health and Lifestyle Services as delegated by the Senior Manager.
- Contribute to the development and review of Standard Operational Procedures for the service.
- Contribute to audit programmes and support the application of findings on a regular basis, feeding back to senior management.
- Maintain up to date knowledge of services available for families within Coventry.
- Participate in research projects and health surveillance programmes, within the Healthy Child Programme, as delegated by the Clinical Lead / Senior Managers.
- To work across professional and organisational boundaries to develop and maintain appropriate partnerships and networks to influence and improve outcomes for children and their families/ carers.
- To support with the biannual health and safety audit, reporting any concerns to line manager.
- To collect relevant information/ feedback and participate within the Parent Leadership programme as requested by the Clinical Lead / Senior Manager.
- To use the Child Health Information System as necessary.

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- To use IT facilities to support the writing of letters, emails and reports for audit purposes.
  - To record all client contact on the Trust's Electronic Patient Record systems and diary of non-clinical activities.
  - To maintain contemporaneous, accurate records, completed according to SWFT Record keeping policy
  - To keep an electronic record for planning and recording all work.

### **Communication and Working Relationships:**

- Liaise with other Healthcare Professionals, Statutory and/or Voluntary Agencies.
- Work closely with relevant professionals searching and identifying health needs of the practice population and support the development of services in response to those needs.
- Participate in team, Locality and Trust initiatives as required and promote the strategic aims and objectives of the Service, Clinical Strategy and other relevant modernisation agendas.
- To contribute to effective working within the multi-disciplinary team and the wider community.
- To attend staff meetings, team briefings and act as a deputy at other meetings as requested by the relevant Health Visitor / Clinical Lead.
- To maintain a good relationship with professional colleagues and general public.
- To ensure the results of interventions are communicated to parents/clients.
- To be able to communicate confidential, complex information about children, young people and their families.
- To demonstrate negotiating and influencing skills when working with children and young people.
- On occasions there will be barriers to communication that will need to be overcome. This could be by use of interpreters, signers or the level of understanding; to enable those with learning difficulties to understand the information being given.
- To take responsibility for your own and be supportive of others Health and Wellbeing.

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**Training:**

- Attend relevant education and training programmes to maintain professional development and meet NMC and Trust mandatory requirements.
- Completes the Trust's core competencies for Band 5.
- Reflect on practice regularly and plan professional development in order to achieve growth and development. Access clinical and safeguarding supervision to enhance reflection on practice.
- To assist with the induction of new staff as appropriate.
- To participate in the education and training of pre-registration Student Nurses.
- To participate in appraisal and the development of PDP's.
- To attend relevant in-service training sessions to gain and maintain professional knowledge and meet mandatory training requirements.
- To attend other training as identified within the PDP.
- You will be expected to keep yourself updated on all matters related to Trust Policy.
- This is a developmental role with an expectation that further training will be accessed to complete the Specialist Community Public Health apprenticeship programme at level 7.

**General Items**

To provide cover for colleagues during periods of leave.

To ensure that all Trust standards are maintained and monitored to improve the quality of care to all whom come into contact with services provided by South Warwickshire NHS Foundation Trust.

Every employee has a duty to take reasonable care of the health and safety of themselves and of other persons who may be affected by their acts or omissions at work, and to co-operate with the South Warwickshire NHS Foundation Trust to ensure that statutory and Trust regulations are complied with.

To participate in appraisals and personal reviews and work to achieve agreed set objectives.

To participate in appropriate training and development activities.

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To participate in team, professional and personal development activities and promote commitment to continuous development and improvement.

Ensure that all staff consciously review mistakes, complaints and incidents/near misses as well as successes to improve performance and the level of customer care.

All employees will have an organisational and individual responsibility towards safeguarding vulnerable adults, young people and children. Where employees are working with children, young people and families they have

A responsibility to cooperate in national safeguarding policy around early intervention activities appropriate to improving health outcomes.

As a major provider of health care, South Warwickshire NHS Foundation Trust operate a Smoke Free Policy by providing a totally smoke free environment to help aid patients' recovery, promote health and wellbeing and minimize the risks of complications attributed to smoking tobacco and second hand smoke.

Recognise the importance of adopting healthy lifestyles and be aware of health and wellbeing initiatives.

To abide by Infection Prevention and Control policies relevant to their area of work, and undertake the necessary level of training. This will be appraised through the KSF review process or other relevant professional review process.

To contribute to promoting and implementing the Trust's Carbon Management policy, in line with team and organisational objectives.

To act as a role model in applying good infection control practice and ensures compliance with all Infection Control policies.

**This job description is subject to review at any time in consultation with the post holder.**

