

JOB DESCRIPTION

JOB DETAILS

Job Title:	Community Children's Nurse
Grade:	Band 5
Department/Directorate:	Integrated Children's Community Nursing Service Community Child Health
Base:	Children's Centre, Llandough
Clinical Board:	Children & Women

ORGANISATIONAL ARRANGEMENTS

Accountable to:	1.	Reporting to	Team Leader
	2.	(Managerially)	Locality Team Manager
	3.	(Professionally)	Senior Nurse Community Child Health

The UHB always strives to put patients first. Our mission is "Caring For People; Keeping People Well" and our vision is that a person's chance of leading a healthy life should be the same wherever they live and whoever they are. To help us, values and example behaviours have been identified which guide the way all staff work and the way we behave with others.

These values and some examples of the behaviours we are expected to demonstrate are:

CARE	Care about the people you serve Care about your colleagues and look after their wellbeing	KINDNESS	Be kind to one another and to everyone else you meet Treat people as you would like to be treated and always with compassion
RESPECT	Treat everyone with respect Treat everyone as individual with their own individual needs Thank people and celebrate success	INTEGRITY	Treat everyone with dignity Take pride and do what you say you will do Be honest with yourself and others
TRUST	Trust one another Learn from mistakes Seek out feedback	PERSONAL RESPONSIBILITY	Be enthusiastic and take responsibility for your work Do the right thing Be careful with resources Develop your skills

JOB DESCRIPTION

Job Summary:

- Named nurse role for a case load of children under the supervision of the team leader
- With the support of team leader, undertake the assessment, planning, implementation and evaluation of the care of children requiring acute, chronic, complex or palliative nursing intervention within an identified locality
- To maintain accurate written records.
- To demonstrate, teach and supervise the nursing care which families can safely assume, enabling them to carry out the recommended treatment.
- To provide a high standard of nursing care to patients in their own home or other place of residence.
- To participate in the learning programme of allocated students.
- Any other appropriate duties as requested by the Team Leader.

DUTIES AND RESPONSIBILITIES

- To undertake a comprehensive nursing assessment recognising and taking account of situations which may be detrimental to the well being of children.
- To contribute to the development of a plan of care based on the nursing assessment with the co-operation of the child, family/carers and other professionals involved ensuring a family orientated approach is applied.
- To implement planned care and review the effectiveness of the care provided, initiating and documenting any action that may be required based on sound professional knowledge.
- To demonstrate nursing skills where appropriate to other nurses, students, child/young persons, families and carers where appropriate.
- To work effectively, independently and as a team member.
- To meet identified patient needs and prioritise and plan activities accordingly in response to client/organisational needs.

JOB DESCRIPTION

- To communicate effectively with children and families and to liaise closely with other members of the Team and other multi-agency, multi-disciplinary teams.
- To work in collaboration with children and families and all statutory and voluntary organisations.
- To participate in the identification of learning needs of patients/relatives/staff and to devise teaching programmes as necessary.
- Demonstrate sound professional, clinical and practical knowledge.
- Demonstrate ability to work effectively within policies, procedures and guidelines, both national and local.
- To monitor and ensure that quality standards are met.
- To ensure a safe working environment is maintained and that any complaints, accidents or incidents are reported to the senior nurse on duty.
- Demonstrates an ability to manage time and resources effectively.
- An awareness of recognising own professional limitations

OTHER RESPONSIBILITIES

- Participate in the UHB Individual Performance Review (IPR) process.
- Attend meetings as appropriate.
- Contribute to the training of assigned student nurses and other health care workers, as delegated by the nursing Team Leader.
- Participate in clinical and educational audit.
- Participate in approved research.
- Maintain accurate and contemporary records.
- Provide statistical and caseload information.
- Identify any training needs and relevant courses for own development.
- Comply with Child Safeguarding Procedures.
- Act at all times in accordance with legal requirements and statutory rules relating to Practice, UHB Policies and Practice Protocols.
- To liaise with other health care teams.
- Maintain confidentiality of information regarding patients, family and friends at all times.
- Be conversant and comply with the UHB's Health and Safety Policy.
- It is the policy of the UHB to promote positive health. Smoking, therefore, is actively discouraged and prohibited in all health service premises.

HEALTH AND SAFETY REQUIREMENTS

All employees of the UHB have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with management to enable the UHB to meet its own legal duties and to report any hazardous situations or defective equipment.

JOB DESCRIPTION

FLEXIBILITY STATEMENT

The content of this Job Description represents an outline of the post only and is therefore not a precise catalogue of duties and responsibilities. The Job Description is therefore intended to be flexible and is subject to review and amendment in the light of changing circumstances, following consultation with the Post holder.

Date Reviewed: 06/03/2016

Reviewed by: Susan Dinsdale

CARDIFF AND VALE UHB

PERSON SPECIFICATION

Job Title: Children's Nurse- Community **Post Number:**

Grade: Band 5 **Department:** CCNS

Base: Llandough Children's Centre **Service Group:** Community Child Health

	<u>ESSENTIAL</u>	<u>DESIRABLE</u>	<u>METHOD OF ASSESSMENT</u>
<u>QUALIFICATIONS</u>	NMC Registration (Child Branch or Learning Disability Branch Qualification)	Teaching and Assessing qualification	Application Form Certificate Check Registration card NMC

JOB DESCRIPTION

<u>EXPERIENCE</u>	Some post registration experience with children in community or acute.	Previous experience of working within a variety of settings Community nursing experience. Evidence of some managerial experience	Application Form Interview References
<u>SKILLS</u>	Excellent communication skills, written and oral. Excellent clinical skills. Good interpersonal skills Good organizational skills Ability to work alone and as part of a team. Ability to adapt to change.	Enthusiasm for teaching and supporting junior staff. Computer skills. Counselling skills	Application Form Interview References
SPECIAL KNOWLEDGE	Knowledge of the impact of illness/ disability on child/young person and their families. Evidence of continuing professional development Awareness of current issues.	Knowledge of community working. Understanding of inter-disciplinary/inter-agency working. Ability to speak Welsh	Application Form Interview References
PERSONAL QUALITIES <i>(Demonstrable)</i>	Friendly, open manner. Ability to prioritise and delegate. Demonstration of enthusiasm and motivation for the post. Understanding of issues influencing care in the community		Application Form Interview References
OTHER <i>(Please Specify)</i>	No criminal conviction(s) which render you unsuitable to work with children. Ability to move around community settings within Cardiff and Vale of Glamorgan in a timely way.		Interview/Document check