

COMMUNITY MIDWIFE JOB DESCRIPTION

Job Title:	Birth Centre Midwife
AfC Band:	Band 6
Directorate/Service:	Perinatal
Accountable To:	Lead Midwife for Intrapartum Care
Responsible To:	Director of Midwifery
Base Location:	Maternity Unit, ROH
On-Call Requirement:	No
AfC Job Code:	

Values

Three values are at the heart of our organisation: **Care, Appreciate** and **Inspire**.

Our values and behaviours define what's important to us as we work alongside each other and with our patients and service users. They also shape what it feels like to work at the NCA and will be central to your development and performance conversations. Together, we will create a culture where care, appreciation and inspiration thrive.

Structure Chart



Job Summary

Main purpose of the job:

Providing high quality care in a supportive and forward-thinking low risk environment.

Supporting women within a personalised care framework to birth in a safe and protected environment.

Provide care across the wider intrapartum department when require.

The post holder will:

Work autonomously within guidelines and sphere of professional practice. Building strong MDT relationships to ensure women receive safe, effective and responsive care.

Be responsible for the care of women accessing care on the Birth Centre and Labour Ward ensuring consistently high standards of care.

Have personal and continuing responsibility for the assessment of care needs and the development, implementation and evaluation of programmes of care.

Have personal and continuing responsibility for the provision of care needs and carry out all relevant forms of care including emergency interventions.

Key Role and Responsibilities

Management & Leadership Responsibilities

1. Carry responsibility for providing the highest standards of midwifery care to women in a hospital setting.
2. Working as part of an MDT and within your scope of practice.
3. Assess, develop, implement and evaluation care programmes and provide Professional advice and support as required.
4. Organise and manage, in collaboration with the MDT, the care of the women accessing the Birth Centre and Labour Ward.

5. Monitor, evaluate and action test results in line with Trust policy.
6. Liaise with the multi-disciplinary and multi-agency teams to ensure women receive a high-quality service.
7. Be accountable for the exercise of professional judgement in determining Appropriate practice in relation to women.
8. Be responsible for the safe storage of all drugs and comply with Medicines legislation.
9. Reports all incidents on Datix including complaints, accidents and clinical incidents and assist as required in their investigation and resolution.
10. Assist the collection and collation of statistical information as required by the Division or Trust.
11. Achieve the highest standards of care by the efficient use of available Resources.

Professional Responsibilities

1. Comply with the statutory requirements for midwives and act at all times in accordance with Nursing and Midwifery Council regulations and Midwives Rules and Codes of Practice.
2. Maintain and develop professional competence and ensure that Nursing and Midwifery Council requirements of registration are met.
Take an active role in the implementation of the emerging Nursing and Midwifery Agenda.
3. Promote the profession of midwifery.
4. Develop and participate in induction programmes and preceptorship and mentorship of junior staff.
5. Support and strengthen the midwife's role as the expert autonomous Practitioner in the care of women undergoing Induction of Labour, either high risk or low risk.
6. Be involved in child protection procedures where necessary.

Education Responsibilities

1. Be actively involved in educational programmes for students, junior staff including medical staff and unregistered staff liaising with University staff as appropriate.
2. Ensure that the induction of labour setting is a positive learning environment for students and junior staff and meets the necessary standards for placement.
3. Act as a member for pre-and post-registration midwifery/nursing staff and Unregistered staff.
4. Attend and facilitate mandatory training and update sessions.

Clinical Responsibilities

1. Create an environment in which clinical care will flourish.
2. Maintain a high clinical profile and facilitate the application of theory to practice.
3. Oversee the setting and adherence to good practice standards in the interest of high-quality care.
4. Maintain accurate, legible and timely written or oral reports.

Practice and Service Development Responsibilities

1. Progress the implementation of Clinical Governance by acting as a change agent and taking a proactive role in service development.
2. Ensure that midwifery care is evidence based and in line with best practice.
3. Progress the public health agenda and support the delivery of local delivery plans.
4. Lead quality and modernisation initiatives including new ways of working.

Communications and Relationships

1. To contribute to the development of a learning environment.
2. To effectively communicate complex and sensitive condition related information to patients and relatives which requires empathy and reassurance.
3. To agree the arrangements for communication with the patient/family/carer and to document these in accordance with Trust Policy and the patients right to confidentiality
4. To influence and prioritise the development of knowledge, ideas and work practice in self and others.
5. To encourage others to seek advice and solutions to problems.
6. To competently receive sensitive information concerning patients medical condition and provide information using reassuring skills as required. e.g., breaking bad news/special needs/dealing with anxious relatives.
7. To identify and manage challenging behaviours.
8. To ensure that essential information on the patients' condition and progress is recorded by self and team members appropriately according to NMC Guidelines.

Planning and Organisational Skills

- 1 To prioritise the care requirements for your women.
2. To monitor progress of work recognising changing priorities and implement corrective actions within own limits and informing the relevant people.

Responsibility for Patient Care

1. To assess, plan, implement and evaluate midwifery care programmes from admission to discharge.
2. To undertake midwifery interventions consistent with evidence-based practice, transferring and applying knowledge and skills to meet women's needs.
3. To evaluate the effectiveness and make necessary modifications of any midwifery interventions.
4. To analyse and rigorously review all aspects of the women's care plan interpreting information and using knowledge and judgement to recommend new course of action where necessary.
5. To monitor the effectiveness of care delivery and renegotiate the programmes of care were indicated to meet the women's need and provide personalized care.
6. To obtain informed consent and discuss the implications of the whole assessment process.
7. To discuss and agree short, medium or long-term goals, prioritise care and develop plans with the woman, family, carer and health care team.
8. To utilise highly developed physical skills where accuracy is important.
9. To refer to other practitioners when needs and risks are beyond one's own scope of practice or require longer term support.
10. To liaise with the multidisciplinary team, coordinating and participating in case discussions as required.
11. To support patients/carers encouraging them to promote their own health and wellbeing and to express their interests and concerns.
12. To provide support and care for the woman and her family respecting their need for privacy and dignity.
13. To maintain accurate and legible patient notes (written and electronic) in accordance with Trust and national professional policies and guidelines.
14. Attend case conferences and plan appropriate care as required.

Responsibility for Policy/Service Development
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Post-holder will be responsible for Policies with a multi-disciplinary team and for making recommendations and decisions.

Responsibilities for Human Resources

a) Personal and people development

1. To assess, identify and evaluate own knowledge and practice needs in relation to knowledge and skills required to meet the demands of the job.
2. To understand their own role and scope, identify own development needs and take responsibility for their continuing professional development and performance whilst maintaining a personal development plan.
3. To make effective use of appropriate learning opportunities for themselves and others and apply learning to practice and any future developments.
4. To undertake annual mandatory training updates and other relevant courses in line with Trust and local Policies.
5. To act as a role model and support professional development of all student and junior staff.
6. To act as a mentor and assessor to assigned learnings and to teach and support them through their competency assessments as required.

b) Management of people

1. To lead in the appraisal process for themselves and others ensuring that personal development plans are consistent with their team objectives.
2. To identify, report and address poor performance issues.
3. To alert managers to resource issues which affect learning development and performance.
4. To diffuse challenging behaviour, ensuring that the situation is managed in a sensitive way.

Responsibility for Information Resources

- 1 As an employee of the Trust, you have a legal responsibility for all records Including patient health, financial, personal and administrative) that you gather or use as part of your work within the Trust.
- 2 The records may be paper, electronic, microfiche, audio or videotapes, x-ray images. You must consult your manager if you have any doubt as to the correct management of the records with which you work.
- 3 Misuse of or failure to properly safeguard confidential data will be regarded as a disciplinary offence.
- 4 As a Trust employee you are required to uphold the confidentiality of all records held by the Trust, whether patient records or Trust information. This duty lasts indefinitely and will continue after you leave the Trust employment.
- 5 All information which identifies 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.

Responsibilities for Research and Development

Quality

1. To act as a role model by ensuring own actions promote quality and identify and manage any risks.
2. To lead in setting and maintaining optimal standards of care on the ward/unit.
3. To keep up to date and act consistently with quality standards and guidelines within their own clinical area and associated areas.
4. To have an understanding of the quality agenda and how standards of care can be maintained.
5. To continuously monitor and evaluate own quality of work against quality standards in own area.

Freedom to Act

1. Accountable for own professional actions undertaking all duties having regard to the NMC 'Code of Professional Conduct' for the nurse, midwife and health visitor and their professional contribution to Clinical Governance.
2. Not directly supervised.
3. Is guided by Trust protocols and codes of conduct.

Partnership Working

1. To evaluate current policies and procedures and identify the impact they have within their clinical environment and midwifery services.
2. To implement and propose changes to policies/practices in own area.
3. To evaluate with others the effectiveness of any changes and how these have improved services.

Making Every Contact Count

1. Front line staff are in an ideal position to offer support and advice on how to improve health and wellbeing.
2. Staff should use their interactions with the public to give them additional advice on health and wellbeing.
3. Staff will be given training and support to help them to signpost people to other services which may improve their health and wellbeing.

PERSON SPECIFICATION

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	Essential	Desirable
Professional Registration	<ul style="list-style-type: none"> Registered Midwife on NMC Register 	
Qualifications	<ul style="list-style-type: none"> Degree/Diploma in Midwifery 	<ul style="list-style-type: none"> Practice Assessor
Knowledge, Training & Experience	<ul style="list-style-type: none"> Current experience in Midwifery Practice Evidence of acting as a mentor/preceptor Awareness of change management Excellent interpersonal skills Effective written and verbal communication skills Time management Evidence of multidisciplinary working 	<ul style="list-style-type: none"> Clinical skills as required within the role e.g., cannulation, perineal suturing

Living our Values

All colleagues are expected to demonstrate the NCA values and underpinning behaviours as you carry out your role.

Values	Behaviours (I will...)
CARE We listen and treat each other with kindness.	Provide the highest standard of care, with compassion and kindness.
	Communicate clearly, actively listen and be person centred.
	Seek to understand and empathise.
	Collaborate to deliver services that are safe and give confidence in our care.
APPRECIATE We value and respect each other's contribution.	Recognise and openly acknowledge how we all make a difference.
	Value and respect others and share in celebrating our successes.
	Treat people fairly, notice, champion and positively appreciate diversity.
	Provide constructive feedback to support growth and development.
INSPIRE We speak up and find ways to be even better.	Have a voice and act with integrity and honesty.
	Make time to learn, share and find new ways of working.
	Be positive, be open to change and empower others.
	Work with my team and other teams to agree and deliver best outcomes.

Appendix

The below details all the standard Trust requirements which must be incorporated within the role.

Infection Prevention
Employees will adhere to all Trust Infection Control policies and procedures which are relevant to the post and undertake any appropriate mandatory training. All colleagues will ensure that advice is sought from the infection control team as required and appropriate action is taken to minimise cross infection.
Safeguarding
The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment. You will be expected to fulfil your mandatory safeguarding training at the level applicable to this role.
Health and Safety
Employees must act in accordance with the Health & Safety at Work Act 1974, and subsequent legislation, under which they must take reasonable care to avoid injury to themselves and to others who may be affected by their work activities. Employees are required to co-operate with the Trust in meeting statutory requirements. Employees must not intentionally or recklessly interfere with, or misuse anything that is provided in the interest of the health, safety and welfare of colleagues, patients, and the general public.
Confidentiality and Data Protection
Employees are required to uphold the confidentiality of all records held by the Trust, whether patient records or Trust information. Unauthorised disclosure of any confidential information, or that covered by the Data Protection Act may result in disciplinary action.
Equality and Diversity
All colleagues are required to understand the equality and diversity commitments and statutory obligations under the Equality Act 2010. You must act in ways that support Equality, Diversity, and Inclusion (EDI) and recognise the importance of people's rights in accordance with legislation, policies, frameworks, procedures, and good practice.
Colleagues must recognise and report any behaviour that undermines equality under Trust policy and further EDI activity by: <ul style="list-style-type: none"> • eliminating discrimination, harassment and victimisation

- advancing equality of opportunity between people who share a protected characteristic and those who don't
- fostering good relations between people who share a relevant protected characteristic and those who don't
- understanding the impact of policies, services and practice on people with different protected characteristics

Code of Conduct

Colleagues that have a national Code of Conduct are expected to adhere to that Code and failure to do so could result in disciplinary action being taken. Colleagues who do not have a regulatory body are expected to conduct themselves in a professional manner and in line with the Trust values and policies at all times.

Leadership and Development

We believe our colleagues play a vital role in delivering excellence, and that everyone has the ability to demonstrate leadership and make a difference. As a member of our team, we expect you to live the NCA values: Care, Appreciate and Inspire through your daily habits, to improve outcomes for patients, customers and service users across the system. In return we provide a range of development opportunities that help you to realise your potential and reach your professional best.

As you join us, you are required to attend our Corporate Induction, complete the Trust's mandatory training and participate in the NCA Accelerated Leader Development Programme if you are in a leadership or management role. Your annual My Time appraisal conversation helps to continually review your contribution and ongoing priorities through your Personal Development Plan, informed through a wide choice of development available to you.

Flexibility

This job description is not intended to be exhaustive, and it is likely that duties may be altered from time to time, in discussion with the post holder. This role profile is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.