

RECRUITMENT INFORMATION PACK

Shape
your
story



Insert Full Job Title here



Job particulars

Job Title	Hospital @ Home Nurse
Pay Band	Band 6
Location	Bartshealth Cross Site Working (Royal London, Newham & Whipps Cross Hospitals)
Reports to	Hospital @ Home Lead Nurse
Responsible to	Fiona Lodge Children's & Young People

Job purpose

- To facilitate efficient and effective patient flow from attendance to hospital to referral home, helping to ensure that we meet the 4 hour wait target in the emergency department.
- To perform highly skilled acute nursing care and assessment for children at home
- To work closely with the ward managers, paediatricians, matrons and flow team on a daily basis to expedite referrals home
- To act as an excellent role model and leader to all staff
- To participate in the development of new pathways of care
- To support the evaluation of the service regularly and adapt as necessary

Key working relationships

Professional relationships with key partners, employees and boards.

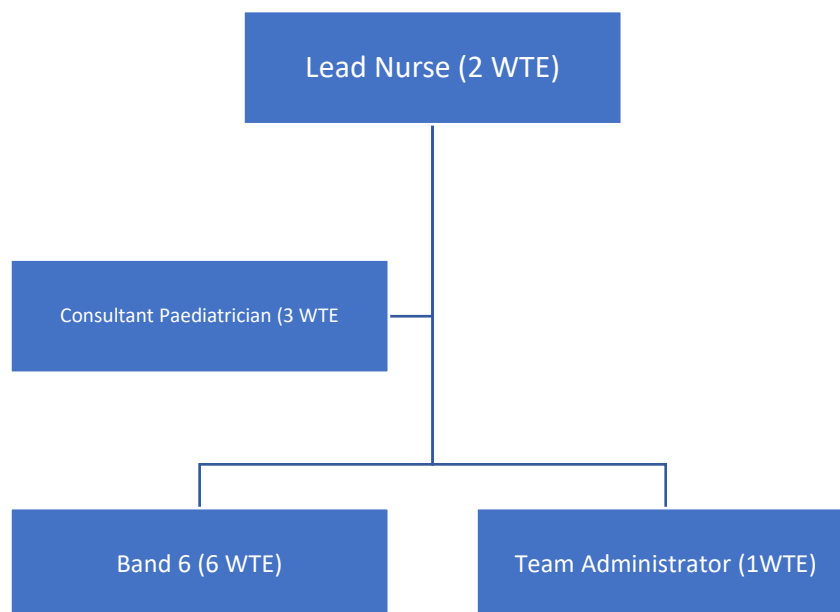
Internal	External
Paediatric Consultants	Clinical Commissioning Group
Clinical Ward Teams	Hospitals Outside of Bartshealth
Emergency Department Teams	
Paediatric Flow Team & Site Teams	
Infection Control Teams	
Children's Community Nursing Team	
Matrons, Senior Nurses & Divisional Managers	



Clinical Support Services	
Patient & their Carers	
General, Service & Divisional Managers	

Structure chart

[Please include your departmental structure.]



Main duties, responsibilities, and results areas

General Nursing Duties

- Identify suitable patients for H@H and assess their suitability for home treatment
- Identify opportunities for new care pathways
- Liaise and communicate with medical, nursing and AHP colleagues to develop robust care and treatment plans for children at home
- Perform home visits and provide excellent nursing care in the community. Clinical tasks including but not limited to:
 - Provide evidence based clinical care according to the child's care and treatment plan



- Ensure dignity and respect is shown to patients and their families at all times
- Escalate concerns to medical and senior nursing colleagues
- Excellent documentation and record keeping skills
- Provision of correct equipment and ensuring safe storage of this in the community
- Participate in the H@H nursing rota to include evenings and weekends
- Close working with PAU and ward nursing colleagues
- Participate in daily huddles and ward rounds to ensure clinical oversight of patients who are under the care of H@H
- To maintain and promote team and multi-disciplinary work with the specialties, working closely and regularly with the medical staff
- Ensure optimal use of resources
- Undertake any other duties as required (within sphere of responsibility)
- Acts as an ambassador/role model for the organisation and the Caring Profession
- Visit wards regularly to keep updated and communicate movement of patients with ward staff
- Maintain patient records in accordance with Trust policies
- Participate in preparation for any external audits or inspections (e.g. CQC)

Effective and Appropriate Communication:

- To communicate effectively and in a timely manner with colleagues both internally at Barts Health and externally and patients
- Liaise on a daily basis with all key personnel within the division both verbally and through written documentation
- Communicate effectively and in a timely manner with flow team and ward staff regarding transfer of patients to home
- Collaborate and consult with the multi-disciplinary health care teams and the patient, communicating sensitive, complex information
- Maintain confidentiality, while recording data, plans and results in a manner that preserves the dignity and privacy of the patient



- Incorporate current technology appropriately in care delivery and use information systems to support decision-making and to improve care;
- Support the introduction and maintenance of quality systems and processes within own area and act consistently with legislation, policies and procedures and other quality approaches;
- Attend and participate in meetings, as required
- To communicate effectively with parents and children, taking into account the needs of those for whom English is not their first language, using interpreters and bilingual health advocates when necessary

Information Collection and Management Research and audit:

- Provide, receive, interpret and communicate complex information with a range of health care personnel;
- Contribute to the clinical governance process, including adverse incident reporting/investigation and management of complaints, as appropriate;
- Record and code referrals into the service
- Regular collection of patient feedback. Participate in 'you said, we did' action plans

Personal and Professional Development:

- Understand and contribute to the delivery of a changing and developing service through personal and professional development
- Contribute towards modernising services and encourage staff to do likewise
- Discuss present performance/future needs with line manager and Service Manager, in accordance with Trust policy and maintain own records of professional development
- Attend appropriate training, meetings and educational courses to develop self in role
- Participate in discussions in team re: future planning and service development
- Lead on delegated projects relating to service development and policy implementation
- Identify own development needs in line with service requirements and proactively develop and improve own competence
- Provide opportunities for staff to develop specialty knowledge and skills, and act as a role model
- Attend relevant training sessions to maintain compliance with Trust policy



- Provide clinical advice as required to all professionals and junior colleagues which promotes clinical practice that reduces risk to patients
- Have excellent clinical understanding and practice with developed assessment skills
- To have a working knowledge of and work within the infection control policies and guidelines and assist infection control team in the management of outbreaks and to be a resource to nursing staff
- Provide clinical support and assistance to junior nursing and medical staff
- To act as professional role model for all health care professional staff
- To act as an ambassador for the Trust and inspire staff groups to achieve local and national targets in patient access and care
- Promote health education and provide appropriate information and advice to patients and their carers

- Act as a role model, displaying Barts Health values and upholding the NMC code of conduct at all times
- Work in collaboration with the nursing leadership team in the division to develop joint working practices and maintain excellent communication across departments
- Provide learning opportunities for team members and support those who are undertaking further study
- Manage own time effectively to meet the requirements of Hospital @ Home Nurse role

- To possess and demonstrate a high level knowledge of children's nursing and quality issues and to provide effective supervision of patient care in this area.
- To ensure a high level of access ability for children, young people and families to the service.
- To participate in clinical care as required, acting as a role model in assessing, planning delivering and evaluating care for children within the Trust's clinical practice guidelines.
- To facilitate the implementation of new initiatives.
- Provide knowledge of child protection procedures, liaising with the child protection team as required.
- Act as an advocate for high quality patient care, ensuring that relevant standards are understood, implemented, monitored and maintained.

Revalidation and Registration

It is the responsibility of all staff registered with a professional body to:

- Act within the Professional Bodies Code of Practice
- Maintain their own work profile to ensure revalidation standards are met, and assist junior registered staff in achieving revalidation.
- Contribute and participate in the development of nurses and nursing practice across the trust through leading projects, and supporting training.
- Ensure optimum use is made of working time.

Working patterns

The H@H team operates between 8 am and 10 pm, 7 days per week. The shift pattern is expected be 7.5 hour shifts on weekdays (late and early) with a 12 hour shift on weekends and bank holidays.

Staff in nursing posts may be requested to work in any area throughout the Trust by the Matron or the site manager.

This job description is intended as a basic guide to the scope and responsibilities of the post.



Working conditions

Description	
Physical	<ul style="list-style-type: none"> The post holder is frequently exposed to episodes of light exertion, for example, whilst moving and handling patients with physical limitations or who are attached to medical devices Standard keyboard skills required. Advanced sensory skills. The post holder will be required to lift, push, pulling objects, us
Emotional	<ul style="list-style-type: none"> The post holder will be exposed, more than once a month, to circumstances that are distressing or emotional. They will be required to support patients/clients during the discussion and decision making process. The post holder has to be able to work successfully under pressure of time and resources. They may have to deal with staff and occasionally patients and their families who are angry/upset/tearful
Working Conditions	<ul style="list-style-type: none"> Minimal exposure (weekly) to body fluids, for example collection of samples and specimens from patients The Post holder may come into contact with body fluids when discharging duties in clinical areas. May be exposed to verbal abuse from patients and/ or relatives
Mental	<ul style="list-style-type: none"> Frequent requirement for concentration when undertaken when dealing with patient care needs and management activities for example: telephone and face to face interaction with patients/clients/staff, report writing, The post holder requires high level of concentration at all times, as they deal with heavy demands from a variety of sources. The work is often unpredictable and the post holder may have to adapt to change in short time frame and be able to deliver outcomes. The post holder may/will require stamina. Concentration required for analysing data, writing reports, attending hearings etc. Will be frequently interrupted due to the operational nature of the role



Code of Conduct for NHS Managers

As an NHS Manager, you are expected to follow the Code of Conduct for NHS Managers (October 2002). www.nhsemployers.org/. This supports us to develop a sustainable workforce and bring the very best out in people.

Safeguarding adults and children

Employees must be aware of their responsibility to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager or consultant (October 2002). www.nmc-uk.org/

Person specification

Domain	Essential Criteria	Desirable Criteria
Qualifications	CN or RN (Child) Relevant First level degree or masters in appropriate subject or working towards	Recognised teaching/mentorship qualification Previous audit experience
Experience	Evidence of Work based learning and ability to meet competencies Significant post registration experience within an acute or community nursing setting. Experience of facilitating clinical decision making and the application of professional judgement in clinical situations Awareness of professional responsibilities	Completion the Advanced assessment of the presenting child Module at MSc level Community Qualification Independent prescribing or commitment to work towards
Knowledge	Knowledge of current issues relating to patient safety Knowledge of current legislation affecting health	



	Good knowledge of anatomy and physiology and the management of an acutely unwell child	
Skills	<p>Excellent clinical nursing skills pertinent to the role</p> <p>Ability to effectively prioritise and organise own workload</p> <p>Assertively manages situations which may be complex and involve conflict or crisis.</p> <p>Experience of the application, of professional judgement in a range of clinical and non-clinical situations.</p> <p>Excellent interpersonal skills, is engaged and able to negotiate and mediate</p> <p>Communicates with clarity and direction, both written and verbally</p> <p>Analyses and identifies trends in clinical information, identifies issues and proposes solutions to problems</p>	<p>IT skills, use of data and spread sheets, production of clear reports, action plans and presentations</p> <p>Venepuncture and Cannulation skills</p>
Other	<p>Adaptable and responsive to changing needs of the service</p> <p>Ability to accept wide responsibility and use own initiative</p> <p>Ability to identify and prevent stress in self and others, also taking effective action to manage the situation when it does impact on capability.</p> <p>Able to cope with and confidently work in adverse situations, being able to rapidly appraise and manage situations</p>	

