



Maternity Care Assistant

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Western Isles Health Board
The best at what we do



Job Advert



MATERNITY CARE ASSISTANTS

**Fixed Term contract (18 months)
2 Developmental posts
Starting at Band 2 - £18,786 to £20,812 pro rata
progressing to Band 4 - £22,927 to £25,223
on completion of 1 year programme for Maternity Care Assistant
via West of Scotland University
Plus £1,074 Distant Islands Allowance pro rata**

For more information on living and working in the Western Isles visit the website:
<http://www.wihb.scot.nhs.uk/wihrr.pdf>

The above vacancy is within Maternity Services in the Western Isles Hospital and community. We are looking for 2 enthusiastic and motivated individuals who would be keen to undertake the appropriate training via the University of West of Scotland to qualify as Maternity Care Assistants. There will be an opportunity to provide care in areas relating to pregnancy and care of the newborn. Applicants should be committed to providing a high standard of care and interact well with a multi-disciplinary team.

Continuous professional development is actively encouraged and supported through in-house programmes and Institutes of Higher Education.

Applicants must be car owner and in possession of a full UK driving licence.

For further details on the post contact Catherine Macdonald, Head of Midwifery, 01851 708300 or Catherine Gillies, Midwifery Team Leader on 01851 708301.

The successful applicants will be required to register with the PVG Scheme (Protecting Vulnerable Groups Scheme). This post is not eligible for relocation expenses.

1 **JOB IDENTIFICATION**

JOB TITLE: Health Care Assistant

DEPARTMENT(S): Maternity

JOB HOLDER REFERENCE:

NO OF JOB HOLDERS:

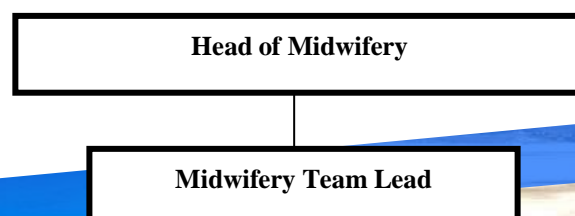
2 **PURPOSE**

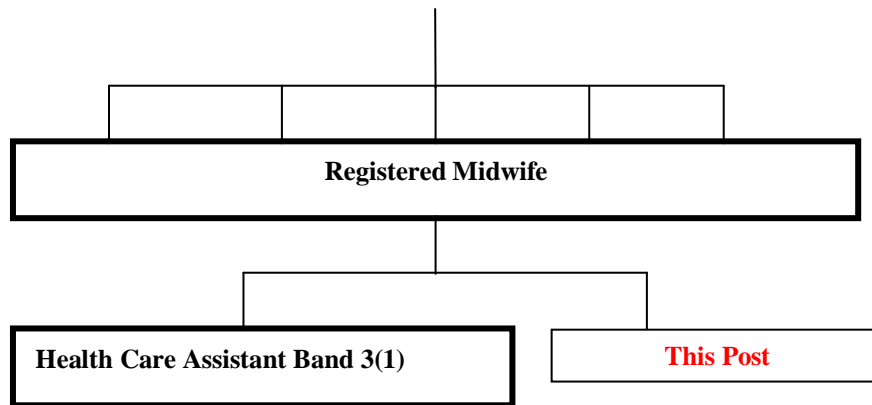
- a) Assists qualified staff by undertaking personal care duties for patients.
- b) Reports patients condition to qualified staff
- c) Provides basic level of care

JOB SUMMARY

To work in support of midwives in carrying out patient care activities and to feedback information relating to patients. The post holder will be expected to assist with other procedures and techniques under the guidance of midwifery staff.

3 **ORGANISATIONAL CHART**





4 MAIN DUTIES AND RESPONSIBILITIES OF THE POST

KNOWLEGDE TRAINING AND EXPERIENCE;

- Understanding of ward procedures and routines.
- The ability to assess basis care needs of individual mothers and babies.
- Understanding of the importance of attending to the personal hygiene needs of the mothers and babies.
- Have an understanding of infection control standards procedures.
- Training in: Infection control; Health and safety; Fire; Moving and Handling (Including , patient handling);
- Clinical observations such as urinalysis
- Basic life support training
- Training in breast feeding support.

ANALYTICAL AND JUDGEMENTAL SKILLS:

- Ability to recognise anomalies in mothers and babies general condition and report to midwife in charge
- Assess comfort of patient.
- Instigate emergency procedures by raising alarm.

PLANNING AND ORGANISATIONAL SKILLS

- Prioritises attention to patients.
- Organise own tasks for day from instructions.

- Ability to carry out basic care for mothers and newborn babies including bathing of newborn

PHYSICAL SKILLS:

- Ability to move and handle patients and equipment safely and appropriately following assessment by trained staff.

RESPONSIBILITY FOR PATIENT /CLIENT CARE

- Provide routine personal care ie. washing, toileting, escorting patient to different areas ie. Ultrasound department, changing bathing and feeding newborns. Maintaining fluid balance, dealing with bodily fluids.
- Record patient observation eg. fluid balance, urinalysis.
- Chaperone, support and reassure patients undergoing examination.
- Assist with occupational and diversional therapy.
- Assist in the transfer of patients between wards and other clinical areas.
- Assist trained staff in the admission and discharge of patients e.g. weighing, introduction to ward environment.
- Collect urine and faecal samples for laboratory testing

COMMUNICATION AND RELATIONSHIP SKILLS;


- Giving and receiving routine information in relation to patient care, to patients, other staff, relatives, and members of multidisciplinary teams in both verbal, and written format.
- Convey patient information to inform colleagues.
- Answer telephone, take record and convey messages.
- Use tact, reassurance, and sensitivity when necessary to overcome barriers to understanding.
- Ability to communicate with women and their family members.

RESPONSIBILITY FOR POLICIES/SERVICE DEVELOPMENT

- Follows policies in own role and comments on policies as appropriate.

RESPONSIBILITY FOR FINANCIAL AND PHYSICAL RESOURCES

- Handles and records patients personal belongings eg. clothing and valuables in accordance with ward policy.
- Maintain ward/departmental stock.

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- Clean equipment including baths, sanitary aids, cupboards and other ward/departmental equipment in accordance with Western Isles NHS Board's infection control policy.
 - Ensuring maintenance of ward equipment and report faults.

RESPONSIBILITY FOR HUMAN RESOURCES

- Assists new member of staff into the role of health care assistant

RESPONSIBILITY FOR INFORMATION AND RESOURCES

- Document observations in patient care plan and relay information where appropriate.

RESPONSIBILITY FOR RESEARCH AND DEVELOPMENT

- Participates in surveys or audits as required.

FREEDOM TO ACT


- Carries out routine care duties at own discretion in accordance to patient needs and own level of competence.

5 SUPPORTING EVIDENCE

PHYSICAL DEMANDS OF THE JOB

- Frequent moving and handling of ward and labour ward equipment
- Frequent handling of newborns to support mums with daily activities and breast feeding

MENTAL EFFORT

- Frequent need to concentrate for periods of time whilst carrying out clinical and personal care procedures.
 - Ability to cope with occasional interruptions to work patterns.
 - Exposure to distressing situations in the department particularly during times of pregnancy loss
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EMOTIONAL EFFORT

- Occasionally participate in the care of mothers who have lost their baby or pregnancy and their families.
- Occasionally involved in care under distressing situations e.g. angry patients and relatives.

WORKING CONDITIONS

- Contact with body fluids throughout the shift.

6 STANDARD ELEMENTS

Confidentiality

Comply with approved NHSWI Policies and Procedures.

COMPLY WITH NHSWI Communication Strategy and Media Strategy

This involves taking the necessary precautions when transmitting information only disclosing it to those who have the right and need to know it.

All personal health information is held under strict legal and ethical obligations of confidentiality. NHS Staff must follow guidance (NHS Code of Practice on Protecting Patient Confidentiality) before disclosing any patient information. All staff must respect confidentiality of all matters that they may learn relating to their employment, other members of staff, patients and their families.

Health and Safety:

Assist in maintaining own and others' health, safety and security.

This involves:

a) Complying with NHS Western Isles' health and safety policies, procedures and participating in mandatory training.

b) Maintaining a safe working environment and reporting any issues of concern as appropriate.

NHS Western Isles attaches the greatest importance to the health and safety of its employees. It is the Board policy to do all that is reasonable to prevent personal injury and hazard to health by protecting staff and others including the public from foreseeable hazards compatible with the provision of proper services to patients. The Board expects its entire staff to take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions at work. More detailed information is given in departmental safety policies where appropriate.

Ensure own actions Support equality, diversity and rights.

This involves:

(a) Acting in ways consistent with the Board's policies and procedures.

(b) Treating those you come into contact with equitably and with respect.

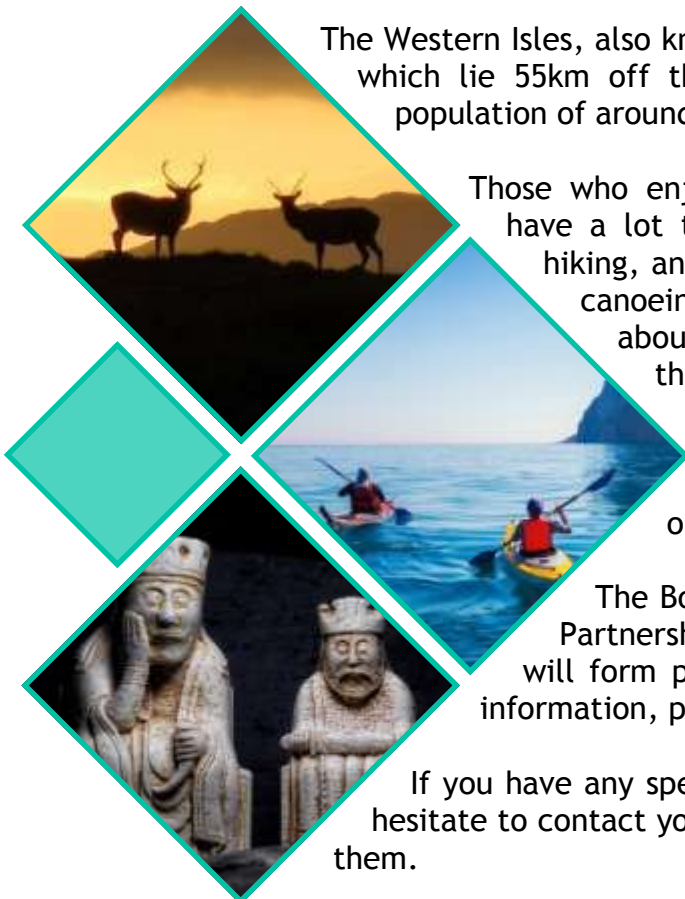
(c) Recognising the need for aids or adaptations.

PERSON SPECIFICATION

Job Title: Health Care Assistant (Maternity)

Location: Western Isles Hospital

FACTOR	ESSENTIAL	DESIRABLE
EXPERIENCE		Experience in caring for people.
QUALIFICATIONS, TRAINING, RESEARCH PUBLICATIONS		SVQ2
KNOWLEDGE AND SKILLS	Numeracy and literacy. Willing to learn new skills and participate in training opportunities. Able to communicate effectively.	Ability to speak other language
DISPOSITION	Able to work on own or as part of a team. Willing to work flexible hours e.g. un-social hours, weekends.	
OTHER	Willing to rotate between days and nights.	



The Western Isles, also known as the Outer Hebrides, are a chain of islands which lie 55km off the west coast of Scotland. The islands have a population of around twenty-seven thousand people.

Those who enjoy outdoor activities will find that the islands have a lot to offer. Outdoor pursuits such as horse riding, hiking, and fishing are popular, as are water sports such as canoeing, surfing, and kayaking. Further information about outdoor and sporting activities can be found on the Outer Hebrides Tourism Information website.

The local Council website provides information regarding schools, jobs, bus timetables, and opening times of the leisure centre.

The Board works in partnership with Hebridean Housing Partnership (HHP), which means that Key Worker Status will form part of their Housing Allocation Policy. For more information, please visit the HHP website.

If you have any specific queries regarding your move, please do not hesitate to contact your Line Manager, who will do their best to answer them.

Links

visitouterhebrides.co.uk
welovestornoway.com
hebrides-news.com
hebrideanhousing.co.uk
cne-siar.gov.uk

About NHS Western Isles

The Western Isles Health Board employs over one thousand members of staff, excluding GPs and Dentists. There are three main hospitals situated in the Western Isles:

Stornoway—Western Isles Hospital (Ospadal nan Eilean Siar)

Benbecula—Uist and Barra Hospital (Ospadal Uibhist agus Bharraigh)

Barra—St Brendan’s Hospital

There are a number of GP and Dental Practices across the Western Isles. Community nursing services operate out of general practice premises and at community offices in key locations.

There are only two medical practices in Stornoway: the Broadbay Medical Practice on Francis Street (tel 01851 703588) and the Group Practice on Springfield Road (tel 01851 703145). Both have a pharmacy attached to the practice for the dispensing of prescriptions.

Web

wihb.scot.nhs.uk

The latest information about the Board’s response to the COVID-19 pandemic can be found on the Board’s dedicated website.

Web

coronavirus.wi.nhs.scot



Transport Information

The islands are accessible from mainland Scotland by ferry or by plane (please note that both services can be affected in the winter).

There are three airports on the Western Isles: Stornoway Airport, Benbecula Airport, and Barra Airport. The following destinations can be reached from these airports:

Stornoway Airport—Benbecula, Edinburgh, Glasgow, Inverness, Manchester

Benbecula Airport—Glasgow, Inverness, Stornoway

Barra Airport—Glasgow

All flights to and from the Western Isles are operated by Loganair.

If you live in the Highlands and Islands region of Scotland, you can apply for cheaper air travel through the Air Discount Scheme. Further information on the discounts available can be obtained via the Air Discount Scheme website.

There are nine ferry ports operating in the Western Isles. Routes run between the islands, as well as to and from the mainland. All routes are operated by Calmac. Further information on the individual routes, including timetables and prices, can be obtained via the Calmac website.



Links

Ferry Travel:
calmac.co.uk

Air Travel:
loganair.co.uk

Car Hire:
carhire-hebrides.co.uk
lewis-car-rental.com

Air Discount Scheme:
airdiscountscheme.com