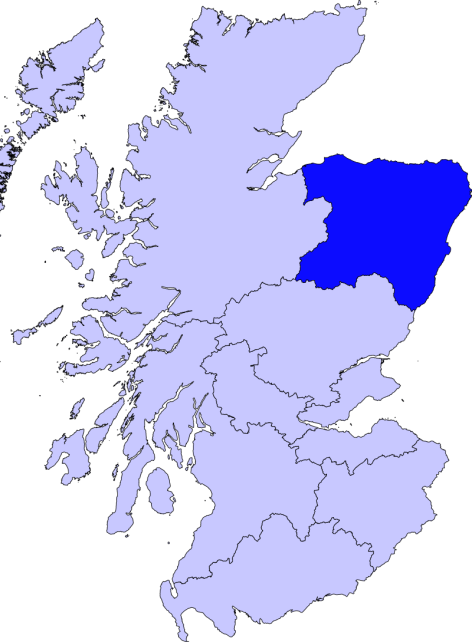
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**Caring Listening Improving**

**NHS Grampian Continuity Midwife**

**Job Description & Person Specification**

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Peterhead Community Maternity Unit

Dr Gray’s Maternity Hospital

Inverurie Community Maternity Unit

Aberdeen Maternity Hospital

**Choose to make a difference**

**Join an innovative motivated team providing Continuity of carer for women in the Moray area.**

**The Vision & Values of NHS Grampian**

**NHS Grampian – proudly working together to improve our health**

**Caring Listening Improving**

We have 4 core values that are a focus for our staff to provide care for the women and families we care for. They are a set of guiding principles to refer to when making decisions, interacting with people and help staff to work together to continuously improve the service, the organisation and themselves***.***

**Improving Health & reducing inequalities**

Reduce inequalities in health outcomes and access to and use healthcare.

Sustain & improve the population’s health.

Work in partnership to support healthier and fairer communities

**Delivering High Quality Care in the Right Place**

Provide safer, effective, sustainable services built around people.

Exploit the opportunities arising from integrated work.

Modernise healthcare services to improve outcomes

**Involving our Patients, Public, Staff and Partners**

Ensure public and patients are fully informed in a way relevant to their needs.

Ensure all plans, programmes and services demonstrate active and meaningful involvement.

Embed a culture of genuine partnership in all NHS Grampian services*.*

**Developing and Empowering Our Staff**

Align staff across partnerships to deliver outcomes

Create supportive and empowering organisational climate and culture

Be the NHS employer of choice

**Job Description**

**Job Title**: **Continuity Midwife**

**Band:** 6

**Hours: Various**

**Reports to**: Community Team Leader

**Responsible to**: Community Midwifery Manager

**Main purpose of the job**:

The post holder will:

Work autonomously within guidelines and sphere of professional practice.

Be part of a small continuity of carer team offering care to all women regardless of complexities.

Within the team will have an identified caseload offering continuity of carer for pregnant, labouring and postnatal women & their families ensuring consistently high standards of care.

Will have an identified buddy within the team to support & maintain continuity for the woman & family.

Intrapartum cover for the caseload will be on call rota basis supported by the whole team.

Have personal and continuing responsibility for the assessment of care needs and the development, implementation and evaluation of programmes of care and work in partnership with relevant multidisciplinary agencies required to support the families.

Have personal and continuing responsibility for midwifery led care including home births and carry out all relevant forms of care including emergency interventions.

Use all resources effectively.

Offer leadership and supervision to peers, students and health care support workers.

Maintain and develop the service and be involved with collecting data, contributing to audit and service improvement.

Minimise risk and maintain a safe working environment

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**Organisational Position**

Chief Midwife

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Clinical Midwifery Managers

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Team Leaders / Charge Midwives

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Multidisciplinary team-----Continuity Midwives / Core Midwives----- Practice Education

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Maternity Care Assistants /Health care Support Worker

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Student Midwives

**Overview of responsibilities**

* Provide information to women about the schedule and model of maternity care they can expect to receive through their maternity journey,
* Provide women, families and Newborns with person-centred, kind care. Create an atmosphere at each interaction with women and their families that maximises their ability to relax and fully engage in the process.
* Project a non-judgemental attitude that encourages a women and families to share their problems and challenges honestly.
* Demonstrate advanced communication skills - Able to communicate with women and families from different backgrounds in a positive and engaging way, be able to deescalate situations where tensions arise and seek ways to overcome any language or communication barriers.
* Provide women and their families with balanced, evidence based information at all stages of their maternity journey to make informed decisions about their care including place of birth, timing of birth, type of birth and type of pain relief.
* Provide a full range of health, education and social care advice to women and their families within a continuity model of care throughout pregnancy, labour and birth and the postnatal period.
* Provide care in a range of settings through the antenatal, Intrapartum and postnatal period for women and their babies.
* Assess, plan, deliver and evaluate care for mothers and babies and their families in accordance with national and local best practice guidelines.
* Be able to seek out and evaluate evidence and guidance in areas of clinical practice that are unusual or with which they are less familiar, in order to provide appropriate care for women in more unusual situations or with less common conditions.
* Identify emerging risks, complications and emergencies and refer to the appropriate member of the multidisciplinary team in a timely and effective manner.
* Provide effective support to students, junior midwives and health care support workers ensuring dissemination of knowledge and best practice.
* Work autonomously within departmental guidelines and sphere of professional practice reporting concerns and seeking advice/guidance from Peers, Team leaders and multidisciplinary team.
* Provide a learning environment, which promotes continuous professional development and lifelong learning, which will raise the standards of care given to women and their families.
* Ensure knowledge is constantly updated in the use of medical devices and equipment.
* Provide effective communication with midwifery staff and individuals ensuring optimal and efficient care.
* Contribute to the development of the service by attending groups and meetings imparting knowledge on the specialist field.
* Report to and liaise with others in the multidisciplinary team on social and child protection issues – this may include verbal and written reports.
* Reporting at Child Protection Hearings and possible court appearances.
* Ensure the safe calculation and administration of drugs.
* Keep high quality accurate and timely records of the care provided.

**Professional Responsibilities:**

* Comply with the statutory requirements for midwives and act at all times in accordance with Nursing and Midwifery Council regulations and the Midwives Rules and Codes of Practice.
* 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.
* Promote the profession of Midwifery.
* Develop and participate in induction programmes and mentorship of junior staff and student midwives.

**Personal Development:**

* Undertake statutory and mandatory training as required.
* Participate in personal development plan and personal appraisal.
* Seek out positive opportunities for personal and professional development.
* Share learning from study days and conferences with colleagues.

**Educational Responsibilities:**

* Be actively involved in educational programmes for students, junior staff including medical staff and unregistered staff liaising with University staff as appropriate.
* Develop and participate in programmes of parent education.
* Ensure that the community setting is a positive learning environment for students and junior staff and meets the necessary standards for placement.
* Act as a mentor for pre and post registration midwifery/nursing staff and unregistered staff.

**Quality Improvement and Service Development:**

* Identify where areas of practice are not in line with current best evidence or national / local guidance and identify approaches to bring about positive change to care practices to ensure that they are of the highest quality.
* Use quality improvement methodology to bring about positive improvements in care and measure outcomes.
* Progress the public health agenda and support the delivery of local delivery plans.
* Lead quality and modernisation initiatives including new ways of working.
* Demonstrate a commitment to research and support the research plans of others.
* Lead and contribute to the development of policies, procedures, guidelines and protocols.
* Ensure that high standards of ward / practice area cleanliness are maintained and adhere to infection policies and guidance.
* Identify issues relating to safety and cleanliness when providing care outside of the maternity unit, and take any appropriate action to mitigate any identified potential risks to themselves or the women and babies in their care.
* Ensure the safety of the work environment and work processes, for women, staff, families and visitors on a day to day basis.

**Communication & Relationships:**

* To contribute to the development of a learning environment.
* To communicate effectively with a wide range of people to explore complex issues and to make complex decisions.
* To effectively communicate complex and sensitive condition related information to women and their families in an empathetic manner that offers reassurance.
* Use of face to face, telephone, near me, video link, messaging services, email and letter to communicate.
* To agree the arrangements for communication with the women and their families and to document these in accordance with NHS Grampian’s Policy and the patient’s right to confidentiality.
* To influence and prioritise the development of knowledge, ideas and work practice in self and others.
* To encourage others to seek advice and solutions to problems.
* To competently receive sensitive information concerning women’s medical conditions and provide information in a supportive, reassuring manner, IE breaking bad news/special needs/dealing with anxious relatives.
* Minimises potential for conflict and complaint, resolving disputes locally wherever possible and making appropriate referral to the leadership/management team as necessary.
* To identify and manage challenging behaviours.
* To ensure that essential information on women’s conditions and progress is recorded by self and team members appropriately according to NMC Guidelines.
* Recognises own ability and limitations and identifies these to the line manager. Making use of formal and informal contacts.

**Planning and Organisational Skills:**

* To prioritise the care requirements for the caseload of women.
* To organise and monitor the work and performance of all members of the team providing constructive feedback, advice and on-going support.
* To monitor progress of work recognising changing priorities and implement corrective actions within own limits and informing the relevant people.

**Responsibilities for Women’s care:**

* To assess, plan, implement and evaluate individual care programmes from booking to postnatal discharge.
* To undertake midwifery interventions consistent with evidence based practice, transferring and applying knowledge and skills to meet women’s needs.
* To analyse and rigorously review all aspects of the women’s care plan interpreting information and using knowledge and judgement to recommend change to the pathway of care where necessary.
* To obtain women’s informed consent and discuss the implications of the whole assessment process.
* To discuss, prioritise care and develop plans with women, their families and the health care team.
* Use of GIRFEC to refer women and their families to other practitioners/ agencies when needs and risks are beyond one’s own scope of practice and require assessment for longer term support.
* To liaise with the multidisciplinary team, co-ordinating and participating in child planning process/ child protection as required.
* Enable women & their families to promote their own health and wellbeing and to express their interests and concerns.
* To provide support and care for women and their families respecting their need for privacy and dignity.

**Challenges for a Continuity Midwife:**

* Having ongoing responsibility for the midwifery care for a defined caseload of women and Newborns.
* Providing full 24/7 cover for a defined caseload of women and Newborns as part of a continuity team – this requires flexibility, with a mixture of working during standard hours and working out of hours.
* Managing an unpredictable workload whilst providing a high, safe standard of care.
* Meeting the needs of bereaved parents while simultaneously caring for parents who have a happy pregnancy outcome.
* Meeting the needs of women and families whose social circumstances are difficult, including women experiencing domestic violence, mental health / substance misuse issues, who have been trafficked or homeless women.
* Assessing the levels of clinical risk presented by emerging physical or mental health concerns and responding effectively.
* Providing care to women experiencing a range of physical and mental health problems. Including care to women with conditions with which the midwife is not familiar.
* Providing care for women who decline the recommended care – for example where a woman with significant risk factors decides that she wishes to have a homebirth.
* Providing care for women and families who do not follow clinical advice or guidance, or who express aggression or are challenging to the midwife or other professionals.

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**Equipment**

The post holder has knowledge of all equipment used in their possession and in each area and is able to instruct and supervise staff in the use, storage and maintenance of the following equipment:

* Laptop, work phone
* PC and Microsoft office, Microsoft teams, Near Me.
* Intranet / Internet
* Badgernet
* All equipment used in the provision of care to women and babies
* All written records

**Systems & Equipment**

Be able to identify and troubleshoot common faults, taking appropriate action.

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| Be familiar with the storage and maintenance of all equipment and protocol for referral  to medical physics in routine and emergency situations.  The post-holder will be trained and required to maintain expertise in the use of the following systems:   * Maintain accurate written or electronic records in accordance to NMC and local guidelines. * Work to NHS Board and departmental policies, procedures and protocols. * Use systems for risk identification, reporting and management, and for dealing with complaints. * Ambulance Control communication system * Laboratory and radiology results systems. * Intranet, internet and email, Microsoft Office applications (Word, Outlook). Patient information systems * Use, maintenance, ordering and storage of equipment and systems.   **Physical, Mental, Emotional and Environmental Demands of the Job:** |

**PHYSICAL:**

* Driving safely to and from work and between visits and appointments.
* Walking for significant periods while at work, including climbing steps or stairs.
* Carrying and transporting equipment between visits and to homes.
* Providing care during labour and birth to women in a variety of environments and positions – including labouring in a birth pool, on the floor, standing or using birthing equipment devices..
* Observe and support women with breast-feeding for significant periods.
* Working in confined spaces and awkward positions to support women in labour and in the postnatal period including the woman home.
* Posture challenges performing repair of the perineum.
* Transfer women/babies to other departments via bed, wheelchairs or theatre trolleys.
* Involved in invasive procedures and exposed to body fluids.

**MENTAL:**

* Making decisions, which are sometimes complex, based on the available information, while taking into account women’s and their families’ views.
* Making decisions about issues such as when to transfer a woman from home or a freestanding midwife led unit, taking into account a range of clinical and nonclinical issues including current maternal and fetal wellbeing, weather and distance to travel.
* Providing evidence based information that is understandable to the individual women and their families.
* Concentration on activities such as assisting with breast-feeding women, administering medications, performing examinations, observing and recording observations of women and babies as protocols require.
* Caring for women and babies that require enhanced observations and may require high dependency care.
* Subjected to interruptions whilst attending to women and babies by others.
* Working shifts or on calls which alter the body-clocks’ normal routine
* Retention and communication of knowledge and information
* Concentration required when observing women or her family’s behaviours that may be unpredictable.
* Prioritising and meeting competing demands from women, parents, relatives and members of the multi-disciplinary team.
* Developing clinical and management skills to participate in the multidisciplinary team.
* Communication in difficult situations, for example: continuing or withdrawing active clinical interventions, managing the family’s expectations in such situations.
* Supporting staff members during professional and personal crises
* Managing conflict.

**EMOTIONAL:**

* Giving support when delivering upsetting information to women and their families on poor prognosis or outcome of pregnancies including raised AFP result. Early pregnancy loss, mid trimester loss, IUD, stillbirth or fetal abnormalities and birth defects.
* Providing support with women and their families on child protection and substance misuse issues.
* Regular supervision to support both child protection concerns and clinical concerns.
* Deal with an obstetric emergency or other emergency.
* Resuscitate the Newborn.
* Ongoing unpredictable workload.

**WORKING ENVIRONMENT:**

* Exposed to warm environments to ensure that babies’ temperatures are maintained at a normal level.
* Exposed to working in darkened clinical areas especially on night-duty where lights are minimal to ensure that women and babies are undisturbed during the night.
* Long periods of driving & adverse driving conditions.
* Prolonged periods of lone working.
* Flexible work environment- home- car- health buildings.
* Working in women’s own home.
* Exposure to verbal / physical aggression.
* Regular risk of exposure to needle stick injuries.
* Handling clinical waste.

**Equality and Diversity:**

* To recognise the importance of people’s rights and interpret them in a way that is consistent with NHS Grampian procedures, policies and legislation.
* To challenge behaviour that infringes the rights of others.
* To identify and take action where necessary to address discrimination and oppression.

**Knowledge, Training & Experience for the Post:**

* Registered midwife with evidence of relevant and recent experience across areas of midwifery care.
* Educated to degree level
* Evidence of continuing professional development and attendance at mandatory and in-service work-shops/ e learning pertinent to their area of work.

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| **PERSON SPECIFICATION** | | |
| POST/GRADE: Continuity Midwife Band 5/6  LOCATION: NHS Grampian  WARD/DEPARTMENT: Moray Area | | |
| The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. With the exceptions relating to displaced and disabled candidates noted in Sections 5.3 and 5.4 of this policy, shortlisted candidates must possess all the essential components as detailed below | | |
| GENERAL REQUIREMENTS | | |
| Factor | Essential | Desirable |
| Qualification &  Experience | * Current NMC registration as a Midwife * Education to degree level or equivalent * Knowledge of current midwifery standards and best practice * Knowledge of evidence based practice and its implementation * Awareness of current issues effecting Maternity Services | * Cleanliness Champion * Experience in hospital & community setting * Antenatal education experience * Experience in child protection process |
| Circumstances &  flexibility | * Ability to work flexibly including evening, night and weekend work to meet the needs of the service. * Ability to lone work. * Ability to work in a variety of settings, hospital, midwife led unit, health centres and women’s home |  |
| Particular requirements  of the post | * Knowledge and understanding of the National and local Midwifery agenda * **Will possess excellent:** * Time management skills * Good interpersonal / communication skills * Innovative thinker * Excellent motivational skills * Demonstrate enthusiasm, drive and self-motivation * Good attendance record * Willing and able to take personal responsibility * Demonstrates passion for excellence * Seeks out and takes opportunities for   improving the service   * Flexible in attitudes and behaviours to support team working and delivery of objectives * Respects, values and cares for others * Supports learning and development of self and others * Supports and promotes equality and diversity * Sensitivity around bereaved families * Holds full driving license | * IT skills |
| Level of Disclosure  check required | PVG |  |