

# JOB DESCRIPTION

## 1. JOB IDENTIFICATION

Job Title:	<b>Midwife (Direct Care) (Band 6)</b>
Responsible to:	Charge Midwife/Community Midwife Team Leader
Department(s):	Reproductive Health
Directorate:	Women & Children's
Operating Division:	Lothian University Hospital Division
Job Reference:	<b>068653</b>
No of Job Holders:	

## 2. JOB PURPOSE

As an autonomous practitioner the post holder will plan and implement maternity care to 'high' and 'low' risk women within an integrated maternity service. The post holder will lead the management of low risk pregnancies and births however will be required to work closely with the multi-professional team within the acute and primary care setting when dealing with high risk women providing a systematic approach to care.

In the absence of the Community Midwifery Team Leader /Charge Midwife the post holder may be required to provide cover to ensure effective operation of the ward.

## 3. DIMENSIONS

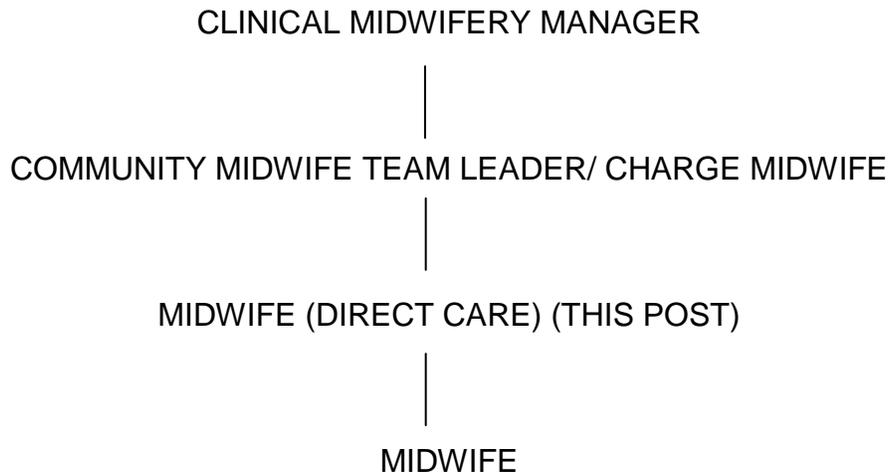
The post holder will be required to provide a full range of midwifery care across all care settings within the Lothian Community and outpatient Maternity Service Inpatient Lothian Maternity Service. They will be responsible for providing support to student midwives and support staff.

Simpson's Centre for Reproductive Health is the largest Maternity Unit in Scotland with approx 7000 births per year serving women residing in Edinburgh, East and Mid Lothian. The hospital is a tertiary Centre for the South East of Scotland with services that include a Fetal / Maternal Medicine Unit and the Regional Neonatal Intensive Care Unit.

St John's Hospital Livingston has approximately 2800 births per year and serves the women of West Lothian.

The post is employed within NHS Lothian and there may be a requirement to work flexibly across Lothian to meet service demands.

#### 4. ORGANISATIONAL POSITION



#### 5. ROLE OF DEPARTMENT

NHS Lothian Maternity Services also includes Neonatal and Gynaecology services and is provided at 2 units across Lothian (RIE/SJH). The maternity department provides care for approximately 10,000 births per year and offers a high quality integrated maternity service across primary and secondary care. The Lothian Birth Centre provides low risk midwifery led care at the RIE site.

The hospital service is supported by 10 community midwifery teams and outreach consultant services. Tertiary Maternity and Neonatal Services for the South East Region of Scotland are provided at the RIE site.

#### 6. KEY RESULT AREAS

1. To assess women, plan their care, implement and evaluate programmes of care ensuring consultation with and involvement of the woman at all stages of her journey to ensure she receives the highest standard of midwifery care.
2. Ensure the provision of education to women and their families, relating to all aspects of maternity care and health promotion.
3. To organise own workload and workload of others within the team to ensure care needs are met and systems of teamwork are maintained.
4. To lead the midwifery team, in the absence of the Community Midwife Team Leader/Charge Midwife and act as a source of advice to ensure smooth organisation so women and their relatives receive a high standard of care.
5. To support, guide and direct junior members of the team to appropriately provide holistic midwifery care for women and babies.

6. To implement and maintain, as part of the multidisciplinary team, policies, procedures, standards and protocols of the clinical area to ensure adherence to, and delivery of the highest level of care to mothers and babies at all times.
7. To support and contribute to continuous quality improvement of woman's care through the use of audit and monitoring compliance to service and professional standards for example Clinical Quality Indicators (CQI's) working in conjunction with the Community Midwife Team Leader /Charge Midwife to implement corrective action plans, including outcomes of Patient Quality Indicator audits (PQI's). Ensure clinical audits such as hand hygiene, environmental, sharps and management of patient equipment are undertaken.
8. To have an overall awareness of potential risks within the clinical area assessing these at all times to ensure the health and safety clients, visitors and staff and compliance with related legislation and guidelines.
9. To report complaints, incidents and accidents via the appropriately identified channels and be involved in their investigation and resolution as directed by the Community Midwife Team Leader/Charge midwife.
10. To have direct involvement in the provision of education and development of pre-registration, appropriate post-registration students and other members of the multidisciplinary team to ensure that appropriate learning opportunities are provided and students feel supported. To participate in the PDPR processes for junior members of the team.
11. To order supplies and supplementary staff ensuring that resources are used appropriately and efficiently at all times.
12. To maintain effective written and verbal communications with women, relatives and other members of the multidisciplinary team to ensure needs of the woman are met and appropriate information is shared and documented.
13. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviours and attitudes.

#### **7a. EQUIPMENT AND MACHINERY**

Responsible and knowledgeable in the safe use of all clinical and non clinical equipment used within the area ensuring this is checked and maintained and where problems are identified these are escalated to the appropriate person to ensure resolved so that all equipment is fit for purpose.

The post holder must have knowledge of all equipment used in the maternity unit, however they may not have daily clinical involvement.

Equipment and Machinery commonly used: Computers, bleeps, telephone systems and mobile phones, call bell systems, digital thermometers, sphygmomanometers, infusion devices, CTG machines, resuscitaires, ventouse machine, blood glucose monitor, blood gas analyser, billimeter, baby scales, resuscitation equipment, medical gas equipment, phototherapy, birthing pools, needles, syringes. (This is not an exhaustive list)

**Note:** New equipment may be introduced as the organisation and technology develops, however training will be provided

## **7b. SYSTEMS**

The following are examples of systems which will be used when undertaking the role:

- Electronic maternity records
- Supplies and equipment ordering systems
- Staff bank ordering system
- Online education packages
- Risk Assessment and escalation pathways
- Lab Systems
- Child Health Records/Registrar Notification of Births.

**Note:** New systems may be introduced as the organisation and technology develops, however training will be provided.

## **8. ASSIGNMENT AND REVIEW OF WORK**

Workload is determined by the needs of the service.

Midwives are expected to work autonomously with low risk women and liaise or refer to another professional as appropriate, in accordance with NMC Midwives Rules and Standards and agreed local risk assessment pathways. The post holder is expected to prioritise their workload appropriately.

The post holder's work will be assigned by the line manager although the post holder will manage their own daily workload.

The post holder will be responsible to the Community Midwife Team Leader/Charge Midwife for clinical guidance and professional management, work review and formal appraisal of performance.

## **9. DECISIONS AND JUDGEMENTS**

As an autonomous practitioner clinical decision-making is an integral part of the midwives role when providing all aspects of maternity care to both “high” and “low” risk women during the antenatal, home based, intra-partum and postnatal periods.

The post holder will assess and anticipate concerns regarding woman’s care recognising when to refer and/or liaise with another appropriate practitioner when further support or expertise is required or care deviates beyond the realms of normal midwifery practice.

The post holder will be required to support and participate in peer review and multi professional educational programmes to help inform clinical decision-making.

In the absence of the Community Midwife Team Leader/Charge Midwife takes decisions regarding allocation of work and deployment of staff.

## **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**

Managing the demands of direct and indirect care of woman within available resources.

Responsibility / accountability for clinical decision making as an autonomous practitioner

Managing sensitive and complex cases involving which may include, for example, Child Protection issues, and stillbirth.

Midwifery statutory responsibility to support a woman’s birth decision, which may be in conflict with medical / midwifery advice.

Seeking local resolution to complaints from patients and relatives and advising on the formal complaint procedure if required.

## **11. COMMUNICATIONS AND RELATIONSHIPS**

Communicate verbally and in writing to members of the multidisciplinary team - members of Primary Health Care Team, Social Care; statutory and non-statutory services with the ability to express professional views within group settings and support client advocacy.

In addition to the above other contact falls into the following main categories in relation to healthcare, staffing and service issues:

- The woman, her relatives / carers and the multidisciplinary team involved in the provision of care. This may involve sensitive / difficult issues
- Interpreting Services for non-English speaking service users, the post holder will be required to be sensitive to culture requirements
- Midwifery staff regarding the women’s care, allocation of work, workload issues
- Other relevant departments within the division e.g. Facilities, Estates, Domestic Services

## 12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Examples may include:

### **Physical Skills:**

- Skills and dexterity required to undertake clinical interventions e.g. for example: suturing; intravenous cannulation and venepuncture; antenatal/labour assessments; (this list is not exhaustive and will vary depending on clinical area)

### **Physical Demands:**

- Movement of woman including manoeuvres when caring for labouring women and supporting breastfeeding
- Push trolleys, wheelchairs
- Stand/walking for the majority of shift
- Manual handling
- Frequent requirement to travel within the community setting

### **Mental Demands:**

- Concentration required when undertaking clinical responsibilities of role including dealing with Neonatal and Obstetric emergency situations and supporting staff with this, retention and communication of complex information regarding care
- Concentration required when checking documents including prescriptions; updating woman's records; and dispensing, calculating doses and administering medication
- Frequent interruptions from woman / her relatives / team members
- Managing delivery of care where there are barriers to communication e.g. communicating with people with a disability or from a non English speaking background
- Dealing with unpredictable workloads

### **Emotional Demands:**

- Communicating with distressed / anxious / worried woman and relatives
- Dealing with child protection and domestic abuse cases involving dealing with sensitive and distressing information
- Childbirth is a major life event, high parental expectations can be challenging for midwives. Supporting, debriefing and advising parent's and staff where the expectations have not been met
- Breaking bad news and supporting parents who have had a bereavement, pregnancy loss, fetal demise, abnormal screening result
- Supporting junior staff / colleagues in the work environment

**Working Conditions:**

- Exposure to body fluids, faeces, emptying bed pans, catheter bags (several times each shift)
- Potential exposure to verbal and physical aggression from patients and relatives / other visitors
- Exposure to infections and temperature variations
- Some exposure to medical gases

**13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**

- Registered Midwife.
- Successfully completion of Preceptorship Period.
- Team-working skills and the ability to work using own initiative.
- Effective communication and time management skills.
- IT Skills.
- Knowledge of Child Protection Guidelines.

**14. JOB DESCRIPTION AGREEMENT**

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date: