



**SWINDON**  
BOROUGH COUNCIL

## Role Profile

<b>Job Title:</b> Professional Lead School Nursing - 0-19 Public Health Nursing Service	<b>Role Profile Number:</b> PCDH57v2
<b>Salary:</b> £48,526 to £54,619 p.a.	<b>Date Prepared:</b> January 2020
<b>Directorate/Group:</b> Children, Families and Community Health	<b>Reporting to:</b> Operational Manager with lead responsibility for 0-19 Public Health Nursing Service
<b>Structure Chart attached:</b>	No

### Job Purpose

The post holder will be an enthusiastic, motivated and organised SN / with a minimum of 5 years working as a SCPHN

The post holder will have a key role in

- Modelling and promoting excellent evidence based professional practice
- Providing clinical and management supervision
- Leading and implementing service developments within the 0-19 Public Health Nursing service.
- Monitoring quality assurance of service delivery via clinical audit and service user evaluation.
- Working with 'Workforce Development' to ensure that practitioners are able to access the 'right training at the right time'.
- Developing and maintaining professional working relationships to promote integrated practice with adjoining services.
- To agree, implement and oversee CQC annual service improvement plan

### Key Accountabilities

- To offer regular clinical/ safeguarding supervision to team leaders as per SBC Health Supervision Policy
- To offer clinical / safeguarding supervision to all staff as required
- To lead clinical audit plan as agreed within CQC annual service improvement plan
- To organise and lead professional meetings and information days based on priorities and workforce continuing professional development needs linked to the local workforce strategy.
- To contribute to data activity reports for the 'Quality Assurance Performance Board' in liaison with the designated Operational Manager
- To work with the designated Operational Manager to recruit and retain staff within the service

- To work with the Operational Manager to review job descriptions and person specifications in partnership with the HR department to ensure staffing reflects changing service needs.
- To contribute to the planning and strategic development of the 0-19 PHN service, to ensure Children and families in Swindon are able to access 'The right help at the right time' (To include local and nationally driven initiatives)
- To actively plan professional development and maintain registration with the Nursing and Midwifery Council.
- Demonstrate and role model a high standard of practice that encompass the 6 C's at all times.
- To work with the workforce development team, Operational Lead and Principal Officer - Health & Wellbeing to implement an organisational training strategy to meet service and professional needs and promote the delivery of safe effective care.
- Contribute to the local and national workforce development for School Nursing workforce development through participation in Skill for Health England Apprenticeship development.
- To work closely with Practice Educator 0-19 to ensure that pre and post reg students experience appropriate learning opportunities within the service
- To develop and review all practice standards annually or as required
- To assess and measure practitioner compliance with practice standards through clinical audit.
- To liaise with key stakeholders within health, education and specialist services to facilitate integrated working and maximise service delivery to children and families.
- To liaise with local, regional and national networks (Communities of Practice, PCN, ICB, Public Health England) to represent Swindon 0-19 PHN service
- To identify and record areas of 'service risk' and actions required to mitigate the level of risk as per SBC 'Risk Management Policy'. (Use of Sentinel – clinical risk, SBC Risk Assessment form – non-clinical)
- To action and implement service 'risk management' strategies as identified and as appropriate.
- To celebrate areas of 'good practice' and compliments received within the team
- To manage and respond to complaints in liaison with the Team Leaders and Operational Manager as per SBC 'Complaints Policy'.
- To demonstrate that CQC practice standards are met and evidenced through audit, user evaluation based on the Key Lines of Enquiry (Safe, caring, effective responsive and well-led)
- To contribute to the development of service 'Key Performance Indicators' (KPI's)
- To work with team leaders to ensure and evidence that agreed KPI's are prioritised and met
- To lead on 'feedback and learning' from Serious Case Reviews, ensuring changes in practice are implemented if identified within SCR action plan.
- To be responsible for the implementation and promotion of NCMP and compliance of within the School Nursing service within Swindon.
- To oversee the provision, safety, accessibility of School Nurse clinics within Swindon.
- To undertake audit and investigation of issues relating to staff capability / competency and practice

### **Supplementary Accountabilities**

- To cover Health Strategy 'Duty Days' on Health Rota
- To cover Health MARAC attendance on Health Rota

- To complete clinical work as required by service
- To represent Operational Manager as required
- Because of the nature of the work and in accordance with the demands of the service, he/she will be required from time to time to work outside normal office hours, including evening and weekend work, for which time off in lieu of payment should be taken at a time agreed with the Service Manager Early Help. Overtime will not be paid.
- This role profile is intended as a general guide to the responsibilities attached to the post

### **Knowledge & Experience**

- Experience of working as a Band 7 or above grade practitioner in a modernised SN service
- Evidence of developing and improving health visiting services
- Experience and knowledge of analysing data to understand practitioner performance and service activity.
- Management experience to include staff supervision, appraisal and performance development plans
- Experience of leading practice change within health services

### **Qualifications**

- Qualified Nurse
- Qualified Health Visitor / School Nurse (Degree Level)
- Current NMC registration
- Evidence of relevant continuing professional development

### **Decision Making**

- Ability to make evidence based clinical decisions, prioritising the needs of children and families.
- Ability to make clinical and safeguarding decisions to support practitioners, prioritising the needs of children and families
- Ability to organise team demands and achieve outcomes within agreed timescales
- Ability to identify and assess areas of service risk and agree 'risk' management strategies to minimise impact
- Ability to analyse and evaluate conflicting opinions and communicate relevant information to the appropriate person.

### **Creativity and Innovation**

- Ability to formulate creative realistic solutions to improve service / maximise service delivery and practice
- Ability to develop services within the 0-19 PHN service, creating opportunities through skill mix and new ways of working.

