



HOME BIRTH TEAM LEADER

INFORMATION FOR CANDIDATES

ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

Our Vision:

“To provide excellent care for the communities we serve”

Our Values:



OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

COLLEAGUE BENEFITS

GENERAL

27 days annual leave entitlement at joining, increasing with length of service, plus 8 bank holidays

Flexible working policies

Generous maternity pay and 2 weeks full pay paternity leave

Colleague recognition scheme and long service awards

Option to buy and sell additional annual leave

Greener travel initiative, including cycle to work scheme and lift share

Childcare information and support available, including onsite nurseries

Discounted bus passes with Arriva

FINANCIAL

Access to various local and national discounts via various external websites

- Blue Light Card
- Health Service
- Discounts NHS

Salary sacrifice schemes for home electronics and bikes

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

HEALTH AND WELLBEING

PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

LEARNING AND DEVELOPMENT

COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



JOB DESCRIPTION

Job Title	Home Birth Team Leader
Band	7
Directorate	Service Delivery Directorate
Accountable to	MLU & Community Services Matron
DBS Required?	Enhanced

JOB OVERVIEW

Establish and lead a dedicated Home Birth Team that will provide all aspects of care to women who choose home birth as their place of birth.

To function as an expert clinical practitioner within their designated clinical area.

To deliver direct patient care whilst managing, leading, coordinating and overseeing midwifery practice within the Home Birth Team.

The postholder will be responsible for ensuring there is 24 hour cover, with continuing responsibility for the co-ordination and monitoring of all clinical activities within their designated clinical areas.

To ensure that there is efficient and effective utilisation of all resources required to deliver optimum quality

care to their client group, in accordance with NMC, Trust and local policies.

The postholder will deputise for the Senior Leadership Team in their absence, driving forward evidence based practice and taking responsibility for the support and guidance of staff and the policies and practices that operate within their clinical area.

Liase Closely with Director of Midwifery and the Senior Leadership team.

Main Duties and Responsibilities

Professional

- To communicate effectively with members of the obstetric team MDT
- To maintain a high standard of midwifery care through assessing, planning, implementation and evaluating the needs of all women and pregnant people to ensure safe effective high quality care. Working closely with the Consultant Midwife, and wider MDT / SLT as required.
- To work closely with the Safeguarding team, recognising the importance of the wider remit of safeguarding both adults and children who may be at risk of harm.
- Act independently as a practising midwife in accordance with the NMC Code (2018).
- Provide professional leadership and expert advice to midwives. This often involves highly complex facts/situations and may involve conflict of opinion of senior personnel.
- Participate in the development of midwifery practice and research in line with the Trust's strategy and in collaboration with the Divisional Management Team.
- Act as a clinical assessor/supervisor/preceptor to student and qualified staff.
- Be fully conversant with the arrangement of activating all emergency procedures.
- Contribute to effective communication networks particularly where there may be barriers to understanding.
- Provide highly specialised advice, which directly contributes to client care.
- Liase with relevant parties in relation to client care needs.
- Demonstrate courtesy and diplomacy in dealing with professional colleagues and members of the public. Persuasive, motivational negotiating skills are required.
- Take an active role in the 'skill drills' training programmes.
- Responsible for data entry of patient details/information on hospital computer system (which may be generated by colleagues).
- To lead and promote the Home Birth Team. Supporting all women who choose this option, including women who choose homebirth against medical advice.

Management

- To be responsible for the management of their clinical area/defined workload, effectively leading, motivating, supporting and directing staff to ensure that the client receives a high standard of care and that time and resources are managed through effective teamwork.
- To ensure that staff have a clear understanding of their duties and responsibilities and of the standards of performance and conduct expected of them.
- To deputise for Senior Leadership Team and represent the Women and Children's Division as required. Participate in on-site maternity bleep and off-site management rotas for the Women and Children's Division.
- To work with the Senior Leadership Team to ensure that an appropriate managerial and professional infrastructure is in place to support the delivery of services and functional requirements within their clinical area.
- To take responsibility, proactively developing, implementing and reviewing clinical practices to ensure that they are cost effective.
- To be an authorised signatory for stock orders and rostering/timesheets.
- Is a budget holder and will liaise with the Finance Team.
- To contribute to staffing establishment and skill mix reviews as required, encouraging and promoting new ways of working which support the Division and corporate objectives.
- To work with all members of the multi-professional team to develop services that meet organisational and contractual requirements, ensuring that the effective provision of all aspects of clinical care are maintained at a high standard.
- To contribute and positively influence the total client experience. Maintain effective communications with all members of the multi-disciplinary team and external agencies.
- Formulate, review and implement clinical policies and guidelines within the area of responsibility.
- To participate in and promote county-wide midwifery practice.
- To be a point of contact by ensuring a visible, accessible and assertive presence to whom clients, relatives and staff can turn for assistance, advice and support, including bereavement counselling and dealing with complaints.
- To assist the PALS Department in helping to resolve the concerns of clients and their families as quickly as possible. Liaise with the Midwifery Complaints Lead as appropriate.
- To have overall responsibility for the clinical environment, interfacing with relevant staff to ensure high standards of cleanliness, tidiness and décor are maintained.
- To establish and maintain positive links with external agencies.
- To lead and support their team through the process of change.
- To contribute towards the development and implementation of the Woman and Children's Division's strategic objectives and business plan.
- Undertake individual performance reviews.
- Is responsible for ensuring that monthly rosters adhere to policy and deliver the staffing plan within Trust KPIs.
- Responsible for monitoring sickness absence and manage in line with hospital attendance policy.

- To organise and supervise MDT team, endeavouring to achieve a high level of morale by effective organisation and leadership and through appropriate allocation of workload according to experience.
- Foster a proactive approach to handling conflict, grievance and complaints; will anticipate and manage complaints as they arise and take action to avoid reoccurrence.
- Will take the lead in projects as discussed and agreed with the senior leadership team.
- Ensure systems are implemented for the checking and maintenance of all equipment including emergency equipment to ensure checked daily, ensuring in good working order, reports defects and ensures repairs are carried out promptly or the equipment is replaced.
- Participate in the quality assurance programme within sphere of responsibility.
- Monitor record keeping and take corrective action.
- Ensure the provision of a quality service by monitoring the standards of all services, midwifery, domestic catering, portering, pharmacy, laundry, works and implementing necessary changes based on audit findings.
- Have due regard to the workload and pressure on colleagues and deploy staff appropriately.
- Maintain a flexible attitude to work anywhere requested within sphere of responsibility.
- Maintain effective Risk Management in all aspects of the service.
- Be accountable for continuously improving the quality for the service and safeguarding high standards of care by creating an environment in which excellence in clinical practice will flourish.
- Promote and implement new evidence based practice within the clinical environment according to Trust's policies, guidelines and standards.
- Participate in Research and Development, Audits and Clinical trials.
- Participate in the Recruitment and Selection process.
- To provide clinical leadership to qualified/unqualified staff including motivation and supervision where appropriate.
- Be aware that although the post requires frequent concentration over long periods, there is occasional exposure to traumatic circumstances for example catastrophic haemorrhage, intra, uterine death, Child Protection Issues, fetal abnormalities, adult/neonatal resuscitation, thus colleague support is paramount.

Organisational Chart



Patient Care

- To maintain a high standard of clinical practice, leading, co-ordinating and supporting midwifery practice. Ensuring that all staff assess clients' needs appropriately and that programmes of care are developed to meet those needs and are delivered in accordance with agreed policies and procedures.
- To be a competent practitioner, leading innovation and demonstrating clinical expertise. The postholder to act as a resource and advisor in their area of expertise to colleagues in other wards and departments throughout the Trust.
- To assist the implementation, delivery and monitoring of clinical care standards, for example ensuring dignity and privacy.
- To lead the team in utilising the Trust approved moving and handling techniques following annual instruction from the Moving and Handling Team.
- To monitor and review clinical standards and practice within their clinical area, with particular attention paid to evidence-based practice and infection control measures.
- In association with the senior leadership team, monitor and report on the midwifery performance indicators and implement action plans to address areas for improvement, including competencies and skills

Systems and Equipment

The post holder is required to be competent in the use of various computer software packages including Microsoft Office (Word, Excel, PowerPoint). This includes input analysis, report generation and information presentation.

Requires knowledge and competency required to contribute to the design and operational management of Incident Reporting System including its software e.g. Datix. This includes security, coding, data capture, data storage and data analysis

Decisions, judgements and freedom to act

- To practice midwifery according to Code of Practice of the NMC.
- To work autonomously and independently to ensure delivery of quality services within area of responsibility. Postholder to be guided by Trust policies and guidelines and seek further advice and support for actions that effect areas outside their area of responsibility.
- To be accountable for decisions affecting their sphere of responsibility. To liaise with the senior leadership team and other senior managers on issues relating to financial, human resources and corporate quality and governance issues that have wider service implications across the organization.

Education, Professional Development and Training

- To take every reasonable opportunity for maintaining, developing and acquiring competencies and skills for self-development.
- To participate in the appraisal system, ensuring that all staff for whom they have responsibility have set objectives that identify and support individual development and training needs.
- To co-ordinate and oversee the support training and effective mentorship and/or preceptorship of

junior staff, students and support workers.

- To identify the training and educational needs for all staff, contributing to the development and provision of the yearly training plan and educational training programmes and opportunities.
- To participate in informal and formal teaching sessions for their staff and provide relevant feedback to all members of the team.
- To undertake orientation of new staff to their clinical duties. • To ensure that all team members attend mandatory training sessions.

Professional Conduct

- To adhere at all times to the uniform policy.
- To ensure that their personal conduct is at all times professional. Ensure that any issues with other staff members are addressed at an appropriate level.
- To adhere to all local, national and NMC guidelines in relation to professional conduct and take the lead in ensuring that local incidents, complaints and issues are dealt with in accordance with Trust policy.

Research and Audit

- To promote and disseminate clinical policies and guidelines which support clinical practice and education.
- To participate in and support systems for assessing the users views on the quality of services provided.
- Initiate and participate in ongoing research, audit and projects

Clinical Governance and Risk Management

- To highlight and report any risks in relation to health and safety, clinical risk and other agreed areas of risk management (DATIX), in line with corporate and national frameworks and management strategies. To initiate preliminary investigations into any incident.
- Undertake initial investigation into complaints relating to the service area, implementing actions and changing practice when necessary, and following consultation with the Lead Midwives.
- To work with the senior leadership team to monitor performance within midwifery against CNST standards and other national benchmarks and initiate appropriate action to ensure these standards are achieved.



PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Registered midwife (Diploma/Degree) • CPD portfolio. Evidence of Professional Updating • Evidence of CPD • Advanced Neonatal Resuscitation or be willing to work towards /relevant clinical experience • NLS Course • Teaching/mentorship qualifications 	<ul style="list-style-type: none"> • Diploma/Degree in Health Related subjects, Certificate in Management

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Post registration experience • Registered practicing midwife with recognised practice at minimum Band 6 • Managerial ability • Evidence of coordinating and managing day to day operational issues on a regular basis. • Experience in undertaking a practice/ assessor role. • Involvement in audit and research • An awareness and understanding of national and local issues that affect midwifery and the NHS as a whole • Up to date knowledge and understanding of midwifery policy and practice relevant to specialty • Contribution to service development and new ideas. • Ability to deal with severely challenging behaviours • Aware of Child Protection issues. • Liaising with specialist agencies, e.g. Social Services and Primary Care Teams. • Acts as a resource of pregnancy advice 	

<p>from referring agencies, e.g. GPs, A&E, other hospitals/wards.</p> <ul style="list-style-type: none"> • Prolonged periods of concentration for clinical care and documentation of care. • Regular exposure to unpredictable high levels of clinical activity. • Use appropriate moving and manual handling techniques as part of daily activities assisting women and pregnant people during birth, post operatively and during postnatal period. • Dealing with complaints from women and pregnant people. • High level of interpersonal skills. 	
---	--

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Ability to work and communicate effectively within a multidisciplinary team setting within and outside the Trust. • Evidence of excellent communication skills including verbal, non-verbal and written • Evidence of excellent patient documentation and record keeping skills. • Excellent interpersonal skills with professional credibility. • Time management skills with an ability to act on own initiative and be both self-directed and motivated in the work environment. • Positive attitude to change with a proven ability to assist in the implementation of change and practice development. • The ability to practice and support colleagues in all areas of the service. 	<ul style="list-style-type: none"> •

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Able to work in a team or independently. • Good communicator. • A positive attitude with commitment to the service. • A flexible, caring and sensitive approach. • Professional and assertive. • Awareness of professional and personal limitations Ability to inspire confidence in others, demonstrating strong leadership qualities and acting as positive role model to other members of the team. • Strong team worker. • Flexible and adaptable in approach • Ability to work flexibly to meet service needs, including all shifts and on-call rotas. • Understanding and demonstration of the Trust Values. • Ability to work at all sites within the midwifery services. 	<ul style="list-style-type: none"> •

GENERAL CONDITIONS

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

HEALTH & SAFETY

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

INFECTION PREVENTION AND CONTROL (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

INFORMATION GOVERNANCE

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

- Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.

- Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

PROFESSIONAL STANDARDS AND PERFORMANCE REVIEW

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

We all have a personal and a professional responsibility within the Trust to identify and report abuse.

As an employee of the Trust, you have a responsibility to ensure that:

- you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines
- you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role

SOCIAL RESPONSIBILITY

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

CONTINUOUS IMPROVEMENT

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

EQUAL OPPORTUNITIES AND DIVERSITY

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

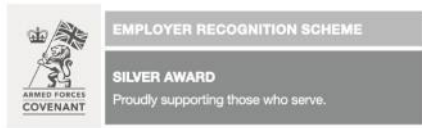
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

NO SMOKING POLICY

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.





The Royal Shrewsbury Hospital

Telephone: 01743 261000

Minicom: 01743 261213

Address:

The Royal Shrewsbury Hospital

Mytton Oak Road

Shrewsbury

SY3 8XQ

[Getting to The Royal Shrewsbury Hospital](#)

The Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

[Getting to The Princess Royal Hospital](#)