



# TRAINEE ADVANCED NEONATAL NURSE PRACTITIONER

## 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

<b>Job Title</b>	<b>Trainee Advanced Neonatal Nurse Practitioner (ANNP)</b>
<b>Band</b>	<b>7</b>
<b>Directorate</b>	<b>Service Delivery Directorate</b>
<b>Accountable to</b>	<b>Lead Consultant for Advanced / Divisional Director of Nursing for Women and Children / Matron</b>
<b>DBS Required?</b>	<b>Enhanced</b>

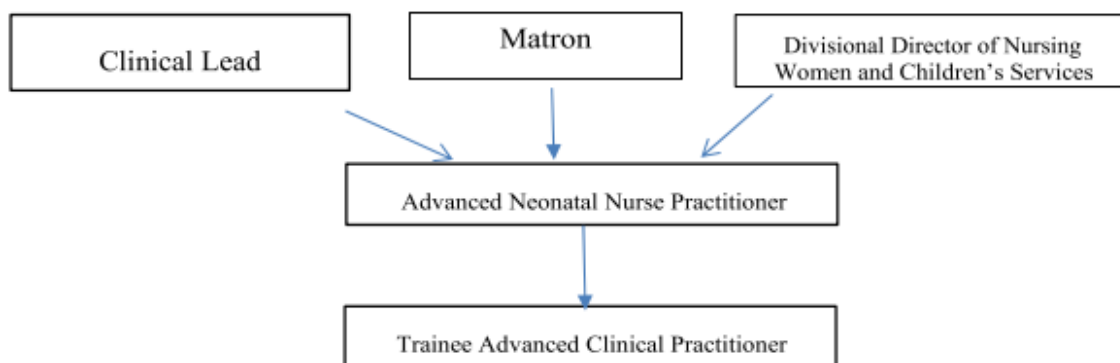
## JOB OVERVIEW

The purpose of this role is to develop a clear pathway of progression, training, and career structure for Advanced Neonatal Nurse Practitioners. This role will encompass a 7 day working pattern with an element of shift work and after hours working. This post will develop to a Band 8a upon completion of a master's in advanced Neonatal Nurse Practice, and completion of an Independent Non-Medical Prescribing qualification. The post holder will also be required to undergo a wide range of core clinical competencies and case presentations within the area of practice. The Trainee will need to demonstrate completion of all clinical and academic practice before progression to Band 8a is achieved within a set timeframe.

The postholder will be aware of the increase in scope of practice and the development of phased autonomy in your clinical decisions; and yet balance this against practising in compliance with the NMC Code of Professional Conduct. The postholder will always work within your scope of practice, being responsible and accountable for your decisions, actions, and omissions at your level of practice. It is your responsibility to identify those tasks and decisions which are outside of your area of expertise and seek appropriate levels of support when carrying out these actions.

At this trainee level, you are restricted from making fully independent decisions. It is expected that you will complete the required competencies within a 6-to-12-month period (post-MSc award), however, certain specialities may require additional time due to the complexity or breadth of clinical practice. You will participate in regular and ongoing review and appraisal of your progress during this training period in preparation for your summative gateway evaluation.

## ORGANISATIONAL POSITION



## MAIN DUTIES AND RESPONSIBILITIES

- Deliver and participate in the clinical care of patients within specialist field.
- Priorities health needs and intervenes appropriately.
- To be professionally and legally accountable for all work undertaken to practice at an advanced level of professional autonomy and accountability that is within Trust policies and the Nursing and Midwifery Code of Conduct (2008) or Health and Care Professions Council (HCPC).
- Provide a level of advanced and comprehensive health assessment based on a specialist body of knowledge.
- To appropriately assess, examine, investigate, diagnose and treat patients, resulting in the safe management and appropriate referral or discharge of patients with undifferentiated and undiagnosed presentations.
- Ensure patients are informed and consent is gained prior to treatment, investigation and management as appropriate.
- Take responsibility for the management of patients within own caseload and supervision/development of junior members of the multi-professional team.
- Is able to identify the need for appropriate diagnostic tests and interpret the results.
- To identify and intervene proactively where circumstances contribute to an unsafe environment for patients, staff or relatives and escalate these to the Divisional/Departmental Risk Lead and/or Consultant Leads for Clinical Governance.

- To share knowledge and expertise, acting as an expert resource to others across primary and secondary care as appropriate.
- Contribute to the development and improvement of systems and processes that facilitates patient flow.
- To improve the quality of the patient experience by identifying and meeting the individual clinical needs of patients including issues pertaining to child protection & vulnerable adults.
- Undertake non-medical prescribing in accordance with the Trust non-medical prescribing policy and maintain evidence and competence of this qualification.
- Adhere to CPD requirements of the Trust in relation to maintaining evidence of ongoing competence.
- To maintain up to date patient records in accordance with Trust policy and professional bodies standards.
- Ability to adapt specialist clinical knowledge and skills to different clinical settings and influence service delivery and patient care.
- To provide specialist advice on patient care to the healthcare team taking into account all aspects of clinical Governance and act as a specialist resource within the wider Trust.
- Contribute to the review and development of clinical patient pathways to ensure a standardized approach within specialist field.
- Maintain up to date qualifications in relation to advanced life support.

#### Provision of Care to meet health and wellbeing; Working under supervision

- Educates parents, relatives', and staff as necessary.
- Ensures parents' views are taken into account in the decision-making process.
- Participates in meeting the health education and promotes the needs of patients and carers.
- Promotes health through coordinated activities and programmes with parents, colleagues and carers where appropriate.

#### Professional Responsibilities; Working under supervision

- Takes a role in enhancing nursing and medical practice through actively promoting and demonstrating evidence based clinical practice.
- Model's excellence in clinical practice and demonstrates professional behaviour.
- Work always within the Nursing and Midwifery Council Code of Professional Conduct and Scope of Professional Practice or HCPC regulating body.
- Act as a specialist resource and support for other junior staff.
- Maintain a high standard of clinical competence and professional development through self-education and regular evaluation and joint appraisal with their Consultant Clinical Supervisor.
- Contribute to peer review and supervisory processes.
- Attend and positively contribute to team meetings.
- Maintain registration with the Nursing and Midwifery Council or HCPC regulating body.

### Organisational Responsibilities

- Work within the multidisciplinary team, within agreed medical, nursing and Trust protocols and guidelines.
- Manage own workload.
- Support junior nursing and medical staff to manage their workload.
- Work as a member of the multidisciplinary team sharing in the responsibility for the provision of 7-day, 24 hour clinical care.
- Promote and adhere to the principles and practice of clinical governance.
- Demonstrate safe use of equipment and efficient use of resources.
- Demonstrate effective multidisciplinary team working and acknowledge the role of individual team members ensuring that expertise is seen as a resource within the team and the Trust.
- Utilise a developed knowledge of child protection and vulnerable adult safeguarding procedures.

### Systems and Equipment

- NICE guidelines
- Assist in the development and implementation of pathways within the service.
- Assist in the development and implementation of specific guidelines, protocols, and standards. Contribute to multidisciplinary team guidelines.
- Continue to be proactive in the improvement of the working area by enhancing levels of evidence-based nursing, medical practice and the development of guidelines and protocols to ensure high standards of care are consistently maintained.
- Assist in developments within the ANNP team.

### Risk Management

- Contribute to clinical risk management.
- Complete documentation and gather evidence relevant to clinical risk management.
- Anticipate, recognise, and prevent situations that may be detrimental to self and the health and wellbeing of patients or staff.
- Adhere to and participate in the implementation of recommendations and guidelines related to health & safety at work, Control of Substances Hazardous to Health legislation and control of infection procedures.
- Implement actions to be taken in event of an emergency.
- Demonstrate correct moving and handling procedures following Trust protocols and guidelines.
- Adhere to Trust and locally agreed policies, guidelines, and protocols.
- Promote the concept of clinical governance.



### Education, Training and Personal Development

- Undertake statutory and mandatory training as required by the Trust.
- Deliver multidisciplinary team education and presentations.
- Use specialist knowledge to actively participate in the clinical and theoretical education, training and support of nurses and medical staff.
- Teach and support junior members of the team.
- Responsible for accessing own continuing education by successfully completing a Masters in Advanced Clinical Practice. In addition, successfully complete the non-medical prescribing course.
- Keep updated with the newborn life support certification as per national requirements.
- Participate in competency-based learning programmes to enable development and enhancement of clinical skills and role.
- Maintain, advance, and develop personal theoretical knowledge, high standards of clinical competence and professional development through self-education.
- Evaluate personal achievement of identified and agreed short- and long-term development objectives from personal development plan.
- Maintain own professional portfolio.
- Assist in developing initiatives on ANNP staff development.

### Research and Audit

- Assist in data collection for specific local and multi-centre research projects.
- Participate in evaluating new equipment.
- Participate in audit, clinical governance, and other clinical meetings where the outcomes and recommendations have the potential to improve the quality of care, give case presentations as required.
- Assist on specific audit cycles to enhance the quality of clinical nursing and medical practice.
- Be aware of the results of mandatory audits, amend own practice where necessary and support change in practice of others.
- Identify areas of own clinical practice that require audit.
- Devise audit tools, analyse data, write report, and present findings to the multidisciplinary team. Complete audit cycle by implementing change.

### Decisions, judgements and freedom to act

- Accountable for own professional actions, undertaking all duties in accordance with the NMC Code of Professional Conduct/ HCPC, departmental and Trust guidelines and protocols.
- Adhere to Trust protocols and codes of conduct.
- Working under supervision; Practice as a trainee ANNP using collaborative and independent judgment to assess, investigate, diagnose, plan, implement, manage, and evaluate clinical nursing and medical care in the management of patients.

### Communication and relationships

- Promote, explain, and clarify the role of the ANNP to the multidisciplinary team and parents/carers to enhance understanding of the scope of their professional practice.
- Discuss highly complex medical issues appropriately with parents/carers using language that aids understanding.
- Able to effectively communicate with ANNP team members, nurses, doctors, and other health professionals when discussing emotive, ethical and difficult issues at both personal and professional levels.
- Negotiate sensitively with parents/carers where consent is required for treatment that is vital for the welfare and survival of the patient and where there may be barriers to understanding through fear, anxiety or lack of knowledge, language difficulties or religious beliefs.
- Discuss implications of care options with patients and carers to enable them to make informed decisions using assertiveness, tact, diplomacy, and compassion.
- Communicate sensitively with families who have received bad/sad news.
- Initiate and maintain effective communications with members of the multidisciplinary team to promote the welfare and safety of patients and carers, in accordance safeguarding Trust policy.
- Behave in a consistent professional manner with patients and carers, multidisciplinary team members, management, and the public.
- Write precise, accurate and timely records, letters, and statements in accordance with the Data Protection Act and Trust Policy.
- Listen actively and respond appropriately to verbal information given.
- Present and review complex case histories, summarise, and formulate management plans.
- Recognise when own and others behaviour is not acceptable and initiate appropriate action.
- Provide constructive feedback to others within the peer group and multidisciplinary team.
- Proficiency in IT skills for completing clinical records, using clinical management programmes and occasional presentations.
- Act as advocate for patients and offer support to families/carers.

### Physical, Mental and Emotional demands of the job

- Frequent exposure to stressful and extremely unpredictable workloads due to the complex nature of Frail older patients presenting in an emergency / acute setting.
- Frequent need for a high degree of concentration for long periods of time when undertaking intricate clinical procedures.

## Competence

- The post holder is required to participate in the Trust appraisal process and work towards meeting identified development needs.
- The post holder is required to demonstrate on-going continuous professional development.
- At no time should the post holder work outside their defined level of competence. If the post holder has concerns regarding this, they should immediately discuss this with their Manager/Supervisor/Consultant. The post holder has the responsibility to inform those supervising their duties if they are not competent to perform a duty.



## 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"> <li>• Registered Nurse/Registered Children Nurse</li> <li>• Evidence of significant post registration senior nursing experience in a relevant speciality.</li> <li>• Evidence of education to Degree level</li> <li>• Evidence of on-going, dynamic continuing professional development within the speciality</li> <li>• Neonatal Life Support (NLS)</li> <li>• Assessing and mentoring qualification</li> <li>• Qualified in Speciality neonatal course.</li> </ul>	<ul style="list-style-type: none"> <li>• Neonatal life Support (NLS) Instructor</li> <li>• Neonatal Retrieval course</li> <li>• Level 3 Safeguarding training</li> </ul>

# EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Knowledge of all aspects of the nursing care of critically ill newborn infants</li> <li>• Understanding of professional and current issues in neonatal nursing and healthcare</li> <li>• Understanding of health and safety, clinical risk and quality issues</li> <li>• Relevant experience in a neonatal setting at a band 6 or above</li> <li>• Experience of leading and managing a team of nurses</li> <li>• Experience in taking charge of a unit.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of handling clinical incidents and complaints</li> <li>• Knowledge of using emergency equipment specific within the neonatal environment</li> <li>• Good understanding of Trust policies and protocols</li> </ul>



## SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Can demonstrate excellent written and verbal communication skills.</li> <li>• Knowledge of neonatal related platforms</li> </ul>	

## OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Computer literate in word processing,</li> <li>• PowerPoint and excel.</li> </ul>	

## 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 Trust's 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.

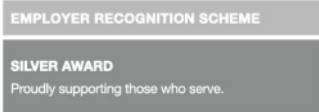
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

## 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.



Proud to have signed  
The Pregnancy  
Loss Pledge







## 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