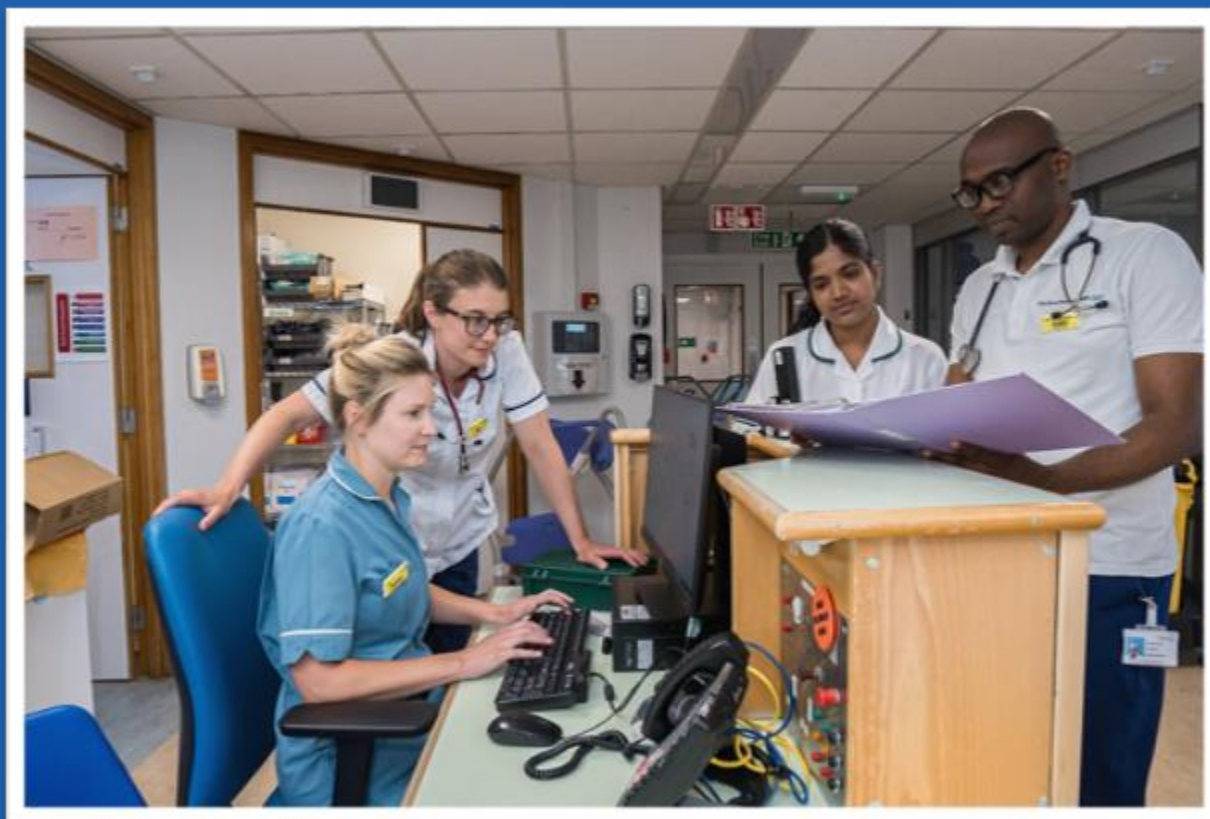


# PAEDIATRIC RESPIRATORY/ ALLERGY NURSE

Candidate Pack



# Colleague Benefits

## General

- 27 days annual leave entitlement, 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
- 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
- Salary sacrifice schemes
- Generous pension scheme
- Access to a financial support booklet
- Pre-retirement courses
- Free Will writing service
- Savings and Loan schemes

## Learning and Development

- Coaching and Mentoring
- Leadership Academy – leadership and management training for all staff
- Access to E-Learning courses
- Apprenticeships – growing number of apprenticeship opportunities across all disciplines
- Secondment and acting up opportunities
- Support to complete qualifications whilst on the job

## Wellbeing

- Coaching
- Mental Health First Aiders
- Chaplaincy
- Fast track physiotherapy service
- Free eye test vouchers
- Slimming World referral scheme
- Cervical screening service
- Long Covid support
- Access to wellbeing/rest rooms
- Menopause support
- Men's Health forms and MOT
- Discounts with local gyms



# Poppy's Promise

Poppy's Promise is a compassionate care initiative introduced within this Trust to enhance communication, respect and empathy across every aspect of patient care.

The initiative was founded by Katie Russell, following the loss of her daughter Poppy, who tragically died at just twelve hours old due to failures in care and communication. Born from that experience, Poppy's Promise serves as a powerful reminder that while clinical skill saves lives, it is compassion, listening and respect that define the quality of care and human connection. By embedding this promise across our organisation, we ensure that no patient or family ever feels unseen, unheard, or uncared for.

Poppy's Promise is a five-stage framework that supports NHS staff to provide compassionate, consistent and patient-centred care. It aims to create a culture where empathy and communication are prioritised at every level – from education and recruitment to daily patient interactions.

At the heart of the initiative lies the C.A.R.E. framework, which outlines four guiding principles for staff to follow. The CARE principles form the foundation of Poppy's Promise. They describe the behaviours, attitudes and values that underpin every interaction – between staff and patients, staff and families, and colleagues with one another.

CARE is not an additional task. It is how care is delivered.

## C.A.R.E. Meaning and Practice

**Compassion** - Demonstrate genuine kindness, empathy and humanity in every interaction. Compassion means recognising the emotional as well as the physical needs of patients, families and colleagues, and responding with care, patience and understanding. Small acts of compassion can have a lasting impact.

**Acknowledge** - Actively listen and be fully present. Use eye contact, names and open body language, and acknowledge the individual's feelings, concerns and lived experience. Every person should feel seen, heard and taken seriously.

**Respect** - Treat everyone with dignity, honesty and fairness at all times. Respect individual differences, personal circumstances and lived experience. Trust is built through respectful behaviour, consistency and integrity.

**Empower** - Enable people to be active participants in their care and work. Communicate clearly, encourage questions and shared decision-making, and ensure patients, families and colleagues feel informed, confident and included. Poppy's Promise is more than a framework - it represents a cultural shift towards human-centred care. By adopting these principles, we:

- Strengthen trust and communication between staff and patients
- Reduce avoidable harm through better understanding and listening
- Improve patient experience and staff wellbeing
- Foster a culture of openness, empathy and shared responsibility

Every member of staff has a role to play in bringing Poppy's Promise to life. Whether you are clinical, administrative or support staff, compassion and communication are part of everyone's role.

### **In daily practice, you can:**

- Take a moment before entering a patient's space - centre yourself, focus on the person, not the task
- Use clear, respectful and kind language
- Listen without interruption and acknowledge emotions expressed
- Be honest and transparent, even when conversations are difficult
- Reflect after interactions - consider how your approach made the patient or family feel

### **All staff within the Trust are expected to:**

- Uphold the values of Poppy's Promise in all patient and colleague interactions
- Attend any training, workshops or refreshers provided as part of the initiative
- Support colleagues in modelling compassionate behaviours
- Raise concerns constructively when communication or respect fall short
- Reflect these principles in both professional and personal conduct within the workplace

Together, we can make every interaction an opportunity to care, listen and make a difference.

That is Poppy's Promise.

## Job Summary

*\*\*This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.\*\**

- The role provides specialist nursing care for children with allergies and breathing problems, helping them stay safe and well.
- You will support families by giving clear advice, teaching them about their child's condition and how to manage it.
- You will work with many health professionals and act as an expert resource for the team.
- You will help improve care by taking part in training, audits, and developing better ways of working.
- You will work independently at times, making decisions within agreed guidelines to support children's care.
- You will help run clinics and services, using specialist skills and equipment to assess and support children.

## Job Description

<b>Job title:</b>	Paediatric Respiratory/ Allergy Nurse
<b>Grade:</b>	Band 6
<b>Site:</b>	The Princess Royal Hospital
<b>Accountable to:</b>	Paediatric Matron/Lead Nurse for Women and Children's
<b>DBS required:</b>	Enhanced

### Post purpose/ summary:

- To provide specialist nursing care of children with allergy and/ or acute and chronic respiratory problems, ensuring high standards of research and evidence based care.
- To act as an expert resource for all professionals involved in caring for children and their families across the local trust.
- Take a role in the development and implementation of standards, policies and guidelines and to act as a change agent to bring about new improved patterns of practice.
- To provide specialist education and training to children, families and other members of the multidisciplinary team

### Organisational position:

- Employed within the Women and Children's Care Group within the Shrewsbury and Telford Hospital NHS Trust

## Scope and range

- The post holder will be required to provide specialist nursing care to children with allergy and/or acute and chronic respiratory and airway problems and their families and relatives.
- The post holder acts as an expert resource for all professionals involved in caring for children, with allergy and respiratory disease, and their families within the Accident and Emergency department at the Princess Royal Hospital.
- The post holder has freedom to initiate actions, make own decisions, within appropriate clinical/ professional policies, seeking guidance from the Paediatric Respiratory and Allergy Nurse Specialist, Paediatric Matron and Consultant Paediatrician when appropriate

## Main duties and responsibilities of the post holder

### Professional development

- To continually develop the role of Paediatric Respiratory and Allergy link Nurse to meet the
- evolving service requirements
- To develop professionally in all aspects of care for this group of children, young people and their families
- To work within the context of this post in accordance with the Nursing and Midwifery Council (NMC) codes of practice, the Shrewsbury and Telford Hospital NHS Trust's policies and procedures, standards and guidelines and National guidelines (e.g. BTS asthma guidelines)

### Clinical Responsibilities

- Maintain high standards of practice within the trust; act as a role model to colleagues using specialist knowledge and expertise in the assessment, planning; implementation and evaluation of programs of care.
- Identify areas in which nursing roles can be enhanced to meet the needs of patients.
- Initiate and encourage research and audit into nursing and respiratory care and disseminate and utilise appropriate findings.
- Act as change agent to bring about new patterns of practice.
- The post holder will be responsible for providing expert evidence based clinical advice, education and support to children and their families and multidisciplinary groups in an inpatient, outpatient and community settings.
- Communicate effectively to all families and as a member of the multidisciplinary team.
- To recognise potential child protection issues and act according to the local and national guidelines.

- The post holder will be expected to work autonomously, providing nursing care for children, seeking advice and guidance from the paediatric respiratory and allergy nurse specialist, paediatric matron and consultant paediatrician when appropriate
- The post holder will participate in provision of a nurse led paediatric allergy and respiratory service
- The post holder will attend the regular Paediatric Respiratory MDT meetings (held fortnightly) and support the outpatient paediatric respiratory clinics.

### **Policy / service development**

- To embrace the philosophy of clinical governance
- To identify areas in which nursing roles can be enhanced to meet the needs of the children. their families and relatives
- To be involved in research and audit into nursing care and disseminate and utilise findings

### **Training and Education**

- To be responsible for providing an ongoing children's asthma/ allergy training sessions for the medical and nursing staff within the Trust
- To act as a mentor and assessor for pre-registration and post-registration students
- Ensure staff are provided with informal/ formal development opportunities

### **Personal Development and Education**

- Where appropriate undertake enhanced clinical practice within agreed competency-based training programmes.
- Maintain evidence of educational preparation, training undertaken and assessment of competence.
- Participate in Trust annual appraisal system as an appraisee

### **Administrative**

- To be responsible for managing own workload, developing strategies to overcome gaps in service
- To ensure that confidentiality is maintained at all times in line with Trust policy and NMC regulations

### **Resource management and administration**

- Monitor the impact that paediatric respiratory care has on funds within the trust and ensure efficient use of available resources.

## **Systems and equipment**

- To assist with the delivery of the diagnostic Polysomnography / Oximetry Sleep and Spirometry / lung function testing service following appropriate training.
- Provide training for parents to use the diagnostic equipment at home
- Have a responsibility for the safe use of this equipment
- Download the information from the equipment and provide a report on the data obtained to assist with the diagnosis of sleep related disorder and respiratory disorders
- Undertake 'skin prick test' allergy testing following appropriate training.

## **Database ITC Systems**

- Use a variety of electronic methods of communication e.g. e-mail
- To develop, maintain and analyse a number of database/spreadsheet systems In keeping with the Data Protection Act (1998), use the data to monitor, review and plan the paediatric respiratory service
- Participate in the National asthma acute audit (centralise co-ordinated database)
- Access the internal intranet and external internet

## **Non Medical Prescribing**

- To undertake the role of Nurse Independent Prescriber within Paediatrics and in line with Trust Policy, professional regulatory and national guidance.
- To maintain competency in prescribing according to level of prescribing qualification and participate in regular continuing professional development in relation to the role
- To prescribe in accordance with the Trust's Medicine Code, its Non-Medical Prescribing Policy and other local and national prescribing guidance
- To prescribe within the limits of their individual competence and approved formulary.

## **Decisions, judgements and freedom to act**

- The post holder works autonomously as an expert practitioner within the children's division
- The post holder has freedom to initiate actions within appropriate clinical /professional policies, seeking guidance from the respiratory and allergy nurse specialist, consultant paediatrician and paediatric matron when appropriate

## **Communication and relationships**

- The post holder is required to develop and maintain effective communication processes with: •

- Children and their families
- II. A wide range of health professionals across primary and secondary care at a local, regional and national level
- III. A wide range of Statutory and voluntary organisations e.g. local education authority, social services and voluntary agencies
- The post holder is required to provide and receive highly complex information, in the assessing and evaluation of the ongoing care of children with acute and chronic respiratory problems
- Promote the work of the women and children's care group, within the general public and media e.g. representing the women and children's care group at fund raising events
- The post holder is required to develop persuasive, motivational, negotiating and training skills
- The post holder is required to have high quality presentation skills
- The post holder is required to demonstrate, motivational, negotiation, empathetic or reassurance skills

### **Physical, Mental and emotional demands of the post**

- Requires frequent periods of co-ordination and dexterity in order to carry out tasks such as skin prick testing, keyboard skills, spirometry and using Polysomnography equipment
- The post holder will be required to move objects, such as medical notes, equipment, patients etc
- The post holder is required to travel, in a timely and efficient manner, to a variety of locations across Shropshire
- The post requires frequent periods of concentration, and the work patterns is unpredictable due to responding to the needs of the service
- At times the post holder will be required to impart information to children and their families that may result in them becoming anxious and possibly displaying hostile and aggressive behaviour
- The post holder will be occasionally required to be involved with child protection issues, make direct referrals, submit child protection reports and attend case conferences

### **Working conditions**

- Maintain a child and family focus at all times
- The post holder will be occasionally exposed to unpleasant work conditions, e.g. frequent VDU use and occasional contact with body fluids and verbal aggression.
- The post holder will be required to move around the community by private transport, if unable to drive a vehicle then they will be responsible for providing a similar standard of transport for him/herself

## **Health and Safety/ Clinical Risk Management**

- To take reasonable care of your own health and safety and that of any other person who
- To cooperate with the Telford and Shrewsbury Hospitals NHS Trust ensuring that Statutory Regulations, Codes of Practice, Local Policies, Departmental of Health and Safety rules are adhered to.
- Assist in the promotion of effective clinical risk management ensuring full adherence to *and* compliance with Trust Policy Guidance.
- Participate in mandatory training in accordance with the Telford and Shrewsbury Hospitals NHS Trust policies and procedures.

## **Confidentiality**

- To ensure that confidentiality is maintained at all times in conjunction with Trust Policies and Procedures and NMC regulations.

## **Quality / Governance**

- Contribute to the principles of clinical governance ensuring that quality standards in policy and practice are set and monitored within this role.
- Ensure that Clinical Risk Management and clinical audit are an Integral part of this role.
- Be fully conversant with and follow the Trust Policy for Handling Written and Verbal Complaints.
- Adopt and promote a systematic, evidence based, outcome focused approach.
- Identify opportunities to improve service delivery, effectiveness and efficiencies and make recommendations accordingly.
- Ensure that agreed practice development are appropriately introduced, regularly reviewed, evaluated and reported on.
- Ensure all resources are managed as effectively and efficiently as possible.

## Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• RSCN/RN (Child)</li> <li>• Post-registration Paediatric Experience</li> <li>• Mentor and Assessors qualification</li> <li>• In Date PILS/EPLS/APLS</li> </ul>	<ul style="list-style-type: none"> <li>• Educated to or working towards a degree level qualification relevant to specialist area</li> <li>• Nurse Independent Prescriber</li> <li>• In Date anaphylaxis training</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Recent professional development</li> <li>• Understanding of professional development</li> <li>• Knowledge of child protection legislation and procedures</li> <li>• Willingness to develop paediatric services</li> <li>• Act as a role model by embracing and demonstrating our trust values</li> </ul>	
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>• Able to work on own and under pressure</li> <li>• Demonstrates a specialist knowledge with specialist field</li> <li>• Up to date knowledge of current issues in paediatric nursing</li> <li>• Computer Skills</li> <li>• Excellent documentation skills</li> <li>• Excellent communication skills</li> <li>• Good interpersonal skills</li> <li>• Good organisational skills</li> <li>• Ability to teach and assess</li> </ul>	<ul style="list-style-type: none"> <li>• Computer Skills</li> </ul>

<b>Other</b>	<ul style="list-style-type: none"> <li>• Supportive to colleagues and families</li> <li>• Able to work on own or as part of a team</li> <li>• Willingness to extend own clinical skills</li> <li>• Positive attitude to change and service development</li> <li>• Approachable</li> <li>• Diplomatic</li> <li>• Confident</li> <li>• Motivated</li> </ul>	
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## 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;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

## Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. 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;
- 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 staff;
- 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;

- 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. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive 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** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. 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. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face 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 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;

- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

## **Safeguarding Children and Vulnerable Adults**

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- 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.

## **NHS Sexual Safety Charter**

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

## **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 aims 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.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and thrive throughout your time at SaTH whilst making improvements in your area of work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

## Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

