

SHAPE YOUR STORY

Recruitment Information Pack



Neonatal Transport Nurse





Our Vision To be a high-performing group of NHS hospitals, renowned for excellence and innovation, providing safe and compassionate care to our patients in east London and beyond.

WeCare about our ambition for excellence

Our WeCare values shape everything that we do, every single day. They are visible in every interaction we have with each other, our patients, their families and our partners.

WeCare about everything from the appointment letters our patients receive, to the state of our facilities when they walk through the door, to the care and compassion they receive when they are discharged. WeCare that the people who join our trust will hold the same values as we do, so our values are embedded within our recruitment and selection processes. WeCare that you feel valued working here, so our values also guide our training and development and performance and talent management. WeCare about working with suppliers that live and breathe our values too.

We have come a long way on our journey to delivering safe and compassionate care. By embracing these values as the way we behave around here, we will achieve our ambition for excellence.

Value	Key behaviours
W WELCOMING 	<ul style="list-style-type: none"> Introduce yourself by saying "Hello, my name is ..." Smile and acknowledge the other person(s) presence Treat others as you would wish others to treat you Ensure the environment is safe and pleasant for our patients, our colleagues and our visitors
E ENGAGING 	<ul style="list-style-type: none"> Get involved in making improvements and bring others with you Encourage feedback from patients and colleagues and respond to it Acknowledge efforts and successes; say thank you Use feedback to make improvements, and empower colleagues to do this without needing to seek permission Appreciate that this may be a new experience for patients and colleagues; help them to become comfortable
C COLLABORATIVE 	<ul style="list-style-type: none"> Give time and energy to developing relationships within and outside own team Demonstrate pride in Team Barts Health Respect and utilise the expertise of colleagues Know your own and others' part in the plan
A ACCOUNTABLE 	<ul style="list-style-type: none"> Always strive for the highest possible standard Fulfil all commitments made to colleagues, supervisors, patients and customers Take personal responsibility for tough decisions and see efforts through to completion Admit mistakes, misjudgements, or errors; immediately inform others when unable to meet a commitment; don't be afraid to speak up to do the right thing Do not pretend to have all the answers; actively seek out those who can help
R RESPECTFUL 	<ul style="list-style-type: none"> Be helpful, courteous and patient Remain calm, measured and balanced in challenging situations Show sensitivity to others' needs and be aware of your own impact Encourage others to talk openly and share their concerns
E EQUITABLE 	<ul style="list-style-type: none"> Value the perspectives and contributions of all and ensure that all backgrounds are respected Recognise that individuals may have different strengths and needs, and that different cultures may impact on how people think and behave. Be curious to find out Work to enact policies, procedures and processes fairly Be open to change and encourage open, honest conversation that helps foster an inclusive work and learning environment Remember that we all have conscious and unconscious bias; get to know what yours are, and work to mitigate them



Job Particulars

Job Title	Neonatal Transport Nurse
Pay Band	Band 6
Location	NTS, The Royal London Hospital
Reports to	Lead Nurse
Responsible to	Senior Nurse PCCU & Neonatal Services

1. Job Purpose

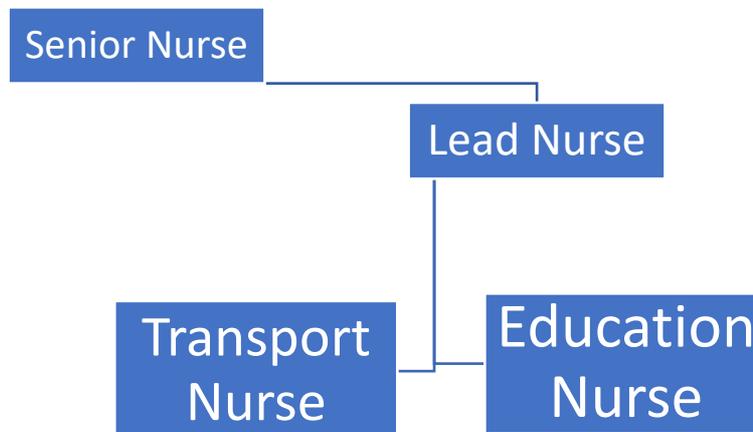
The post holder will lead by example as an expert specialist neonatal nurse on the Neonatal Transfer Team for London. To work as part of a team in facilitating neonatal transfers across London and the South East.

2. Key Working Relationships

Internal	External
NTS Lead Nurse	Neonatal Units in London and South East
NTS Consultants	Emergency Bed Service
NTS Administration Team	St John Ambulance Service
NTS Practice Development Nurse	
NTS Senior Nurses	
NTS Clinical Fellows / SpR	
Senior Nurse / AdoN	
Service Manager / General Manager	
Ward 8D Neonatal Consultants	
NTS Clinical Engineers	
SJA Ambulance Technicians	



3. Structure Chart



4. Main duties, responsibilities and results areas

CLINICAL

1. To demonstrate a thorough knowledge of clinical neonatal practice, with evidence of delivering care to acute neonates at a tertiary neonatal unit (NICU).
2. Assign patient care to team members according to clinical need, skill mix and the individual needs and abilities of the nursing and medical staff, ensuring adequate supervision and support are provided.
3. To work as a cohesive part of the neonatal transport team, facilitating the safe transfer of sick neonates by ambulance or other vehicle mode, throughout the London and South Eastern region (not limited to these areas).
4. To provide direct patient care during the stabilisation at the referring hospital, transfer of the neonate and handover to the receiving team.
5. Provide specialist neonatal nursing advice to referring and receiving hospitals as appropriate.
6. Maintain an effective communication network with all professional colleagues, facilitating a multidisciplinary approach to benefit the babies and families. Maintaining a competent and professional manner at all times.
7. Be aware of the importance of the effect and consequence of the transport environment with regards to its physical, psychological and social effects on patients, families, care delivery and team members.
8. Ensure that parents remain fully informed of their baby's progress and facilitate family involvement and empowerment in decisions and in provision of care. Ensure parents are given adequate information regarding the transfer of their baby.



9. By precept and example to promote professionalism in nursing, ensure the rights, dignity and confidentiality of patients, relatives, and staff are protected at all times.
10. Demonstrate a competency in the safe use of all equipment used on transport.
11. Maintain nursing information systems, and ensure that written documentation is kept in respect of investigations and incidents.
12. Rotate through RLH 8D, Neonatal Intensive Care Unit to maintain competencies in all aspects of Neonatal Nursing Care and development of clinical management.
(Minimum 3 month rotations)
13. To be involved in any outreach, palliative care or new service additions which would enhance the patient/parent experience, the service and your practice.
14. Promote work within the NMC statutory framework. I.e. code of practice, Scope of professional practice, Standards for administration of medicines and Standards for record keeping.

MANAGERIAL

1. Ensure the delivery of care is in accordance with the policies, procedures, and guidelines of the Bart's Health NHS Trust, and the London Neonatal Transport Service. Ensure you remain up to date with such procedures and guidelines.
2. Contribute to the development of the transport service, Division and Trust policies, procedures and guidelines relevant to the safe transfer of premature and sick newborn infants.
3. Monitor the use of resources, and contribute to increasing efficiency with appropriate cost containment measures.
4. Demonstrate team building and leadership skills to organise best delivery of care and maintain team discipline and morale.
5. Create a climate which promotes flexible team working, appropriate learning experiences, and allows individuals abilities to be used to their fullest while encouraging differentiated practice.
6. Liaise and communicate with the Neonatal Transport Lead Nurse on all matters relating to areas of responsibility.
7. Initiate and implement change effectively in response to clinical or organisational demands, and to meet the challenges of changing nursing practice. Support staff through transition.
8. Take an active role in the clinical governance strategy for the service.
9. Shadow the Lead Nurse at meetings and or receive allocated managerial duties in downtime.
10. Assist with assessing the service needs and deployment of staff accordingly to maintain a safe service level.

EDUCATION

1. Provide a supportive teaching environment for all new staff to the transport team, taking an active role in their induction process.
2. Act as a mentor and / or preceptor to learners and new members of staff. Provide support to staff, encouraging the development of the highest standards of care.
3. Develop and use reflective practice skills, providing clinical supervision to colleagues.



4. Participate in the development of neonatal nursing education, to ensure competencies correspond to the required level of clinical practice.
5. Develop and maintain links with centres of excellence to keep abreast with best practice.
6. To identify own professional development needs, and assume responsibility for meeting these needs. To be able to demonstrate this in accordance with PREP and the needs of the service.
7. Participate in any internal or external outreach days.
8. Contributed to the development of a learning environment, to the education and training strategies within the service and disseminate best practice throughout the service

RESEARCH AND AUDIT

1. Actively assist in developing a research based approach to all nursing practice.
2. Contribute to setting, maintaining and monitoring standards of care to optimum levels and lead the improvement of care through evidence based care, benchmarking, audit and research.
3. Participate in nursing and clinical audit as appropriate, within the trust and the London Neonatal Network.
4. Participate in meeting and monitoring the standards set out by the London Neonatal Emergency Transport Service, and the Barts and the London NHS Trust.
5. Actively participate in audit.
6. To keep self-updated with the latest advances in areas specific to transport of premature and sick newborn infants and to share findings with colleagues, students and others.

CLINICAL/PROFESSIONAL LEADERSHIP

1. To act as a role model in clinical practice and the delivery of nursing care.
2. To take ultimate responsibility for standards of nursing care in clinical areas ensuring that any deficits are rectified.
3. To act as an effective clinical leader, participating in direct and indirect patient care as required.
4. To work collaboratively (and ensure collaboration) with all members of the multi-disciplinary team.
5. Identify areas for improving nursing practice and service delivery in conjunction, with nursing, medical and other professions.
6. To act as a resource for nursing staff in professional issues & development opportunities.
7. To act in a professional manner at all times whilst on duty for NTS London.

PROFESSIONAL DEVELOPMENT

1. Ensure all aspects of performance, attendance, training and appraisal are addressed in accordance with Trust policies.
2. To rotate to ward 8D (neonatal unit), on a regular basis. To allow an update in clinical &



managerial knowledge, based in a unit setting, To support and learn how to coordinating a tertiary medical/surgical centre. Continue to enhance practices and professional development in management areas. (Minimum 3 months rotation)

3. To attend appropriate educational programs to develop his/her self and team in accordance with the needs of the service.
4. To adhere at all times to the NMC Code: Standards of Conduct, Performance and ethics and other NMC guidelines and regulations.
5. Promote department and organisation by publishing at conferences etc.
6. Attend London ODN and Transport related meetings on behalf of the Service from time to time.

RISK AND GOVERNANCE MANAGEMENT

1. Be proactive in dealing with complaints, report to the senior team and assist in the investigation.
2. Report all untoward incidents via Datix, participate in risk assessment and implement action plans resulting from governance management.
3. Participate actively in clinical governance discussions/meetings within the transport setting.
4. To take responsibility for ensuring that self and other team members act at all times within the scope of Duty of Candor ensuring that the senior management team are made aware of all issues.
5. Be responsible for health and safety and the welfare of staff, clients and the public.
6. Ensure that you and colleagues are fully conversant with current legislations and are familiar with all local policies, procedures and guidelines.

EQUILITY AND DIVERSITY

1. Recognises the importance of people's rights and acts in accordance with legislation, policies and procedures.
2. Acts in ways that acknowledge and recognise peoples expressed beliefs, preferences and choices, respect diversity, value people as individuals.
3. Takes account of own behaviour and its effect on others.
4. Identifies and takes action when own or others behaviour undermines quality and diversity.

INFECTION CONTROL

1. To adhere to Trust policy and infection control principles and standards to minimise patient risk and ensure high quality patient care.
2. Undertake appropriate training and practice to ensure you (and your teams) have the right skills and are competent.
3. Are responsible for keeping the environment clutter free, clean and raising issues of concern in the interest of staff and patient safety.
4. Support the clinical teams in ensuring cleaning standards are met, infections are prevented and incidence reduced.
5. Support ward / department managers and Heads of Nursing in fulfilling their infection



control and prevention responsibilities.

6. Lead and support staff to enable them to meet their performance management targets, improve clinical care and reduce risk to patients.

7. Ensure strict adherence to guidelines on the prevention and control of infection in hospital and contribute to the achievement of infection control targets

8. Ensure that the agreed high standards of cleanliness are met in clinical and public areas of the Trust and take appropriate action if standards fall, empowering Sisters and Charge Nurses to take responsibility for their environment.

The job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances and after consultation with the post holder.

The post holder might be required to work across the Trust at any time throughout the duration of his/her contract, which may entail travel and working at different hospital.

5. Working conditions

Criteria	Description
Physical	<i>Keyboard skills, excellent clinical skills, accurate documentation, understanding of equipment used and the ability to respond to rapidly changing situations Clinical shifts in unfamiliar units at other hospitals, road journeys in an ambulance, pushing/pulling transport incubator.</i>
Emotional	<i>Types of patient dealt with can be emotionally demanding.</i>
Working Conditions	<i>Office based conditions are good and stable. Clinical based conditions are unpredictable due to being on the road in an ambulance and working in unfamiliar units at other hospitals.</i>
Mental	<i>Unpredictable work load / patterns due to the nature of the work.</i>

NHS Manager's Code of Conduct

As an NHS manager, you are expected to follow the code of conduct for NHS managers (October 2002). www.nhsemployers.org/

Safeguarding adults and children

Employees must be aware of the responsibilities placed on them to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager, consultant (October 2002). www.nmc-uk.org/



Person Specification

Domain	Essential Criteria	Desirable Criteria
Qualifications	<p>RSCN/RN</p> <p>ENB 405 (or equivalent)/ Qualified in specialty HDU & ITU</p> <p>ENB 998 (or equivalent)/ mentorship</p> <p>NLS</p>	<p>Diploma/Degree in related topic e.g. BSc Nursing</p> <p>Attendance at accredited study days/courses.</p> <p>Evidence of pursuing area of interest appropriate to practice.</p>
Experience	<p>Proven and current full time experience in a tertiary level 3 Neonatal Intensive Care Unit, at band 6 or above.</p> <p>Evidential of significant experience of delivering care to acute neonatal patients, i.e. 3 years at a tertiary neonatal unit</p>	<p>Neonatal surgical experience</p> <p>Neonatal cardiac experience</p> <p>Has experience of reflective practice.</p> <p>Has fulfilled the role of clinical supervisor</p>
Knowledge	<p>Demonstrate a strong interest and motivation towards pursuing further education</p> <p>Good understanding of Clinical Governance</p> <p>Evidence of understanding the needs of culturally diverse families.</p>	
Skills	<p>Excellent Interpersonal Skills</p> <p>Demonstrate good presentation skills</p> <p>Can demonstrate high levels of clinical leadership and team building skills.</p> <p>Demonstrate high standard of written work</p>	
Other	<p>Enthusiastic and assertive.</p>	



	Flexible & adaptable to change. Demonstrates attention to detail	
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About Barts Health

Our group of hospitals provide a huge range of clinical services to people in east London and beyond.

We operate from four major hospital sites (The Royal London, St Bartholomew's, Whipps Cross and Newham) and a number of community locations, including Mile End hospital. Around 2.5 million people living in east London look to our services to provide them with the healthcare they need.

The Royal London in Whitechapel is a major teaching hospital providing local and specialist services in state-of-the-art facilities. Whipps Cross in Leytonstone is a large general hospital with a range of local services. Newham in Plaistow is a busy district hospital with innovative facilities such as its orthopaedic centre. Mile End hospital is a shared facility in Mile End for a range of inpatient, rehabilitation, mental health and community services. And St Bartholomew's in the City, London's oldest hospital, is a regional and national centre of excellence for cardiac and cancer care.

As well as district general hospital facilities for three London boroughs, Tower Hamlets, Waltham Forest and Newham, we have the largest cardiovascular centre in the UK, the second largest cancer centre in London, an internationally-renowned trauma team, and the home of the London Air Ambulance. The Royal London also houses one of the largest children's hospitals in the UK, a major dental hospital, and leading stroke and renal units.

We're also proud to be part of UCLPartners, Europe's largest and strongest academic health science partnership. The objective of UCLPartners is to translate cutting edge research and innovation into measurable health gain for patients and populations through partnership across settings and sectors, and through excellence in education.

