

JOB DESCRIPTION

JOB DETAILS	
Job Title	Diabetes and Maternal Medicine Midwife
Reports to	Senior Matron for Outpatients
Band	Band 7
Department/Directorate	Specialist services

JOB PURPOSE
<p>To work with the maternal medicine consultant to ensure that women with pre-existing diabetes and complex medical conditions receive holistic, high quality, effective medical and maternity liaising with the multidisciplinary team to collaboratively provide women centred and evidence-based care:</p> <ul style="list-style-type: none"> Collaborate in assessing, planning, coordinating and delivering individualised maternity care pathways. Promote and monitor safe and effective practice, enhance the patient experience. Provide effective leadership and management, and contribute to the delivery of the Trust/Divisional objectives. Work closely with the multidisciplinary team in hospital and the community to ensure a co-ordinated quality service and will be actively involved in education, data collection, guideline development, audit and research. <p>Specifically, the Diabetes and Maternal Medicine Midwife will also:</p> <ul style="list-style-type: none"> Ensure delivery of high quality, responsive, safe, efficient and compassionate care to women Support the planning and delivery of specific education in relation to patients with diabetes and diabetes in pregnancy. Develop and deliver high quality education for Registered Midwives as part of annual learning requirements for the care of patients with diabetes and diabetes in pregnancy. Support the Maternal Medicine team in developing the service. Act as a leader and role model, adopting a flexible approach in a role which encompasses leadership, management and clinical responsibilities. Demonstrate pride in their work and enthusiasm for quality of care.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<ul style="list-style-type: none"> Communicate effectively through verbal, written and electronic media. Work both autonomously and as part of a team to provide a resource of highly specialist advice, information and support to all members of the multi-disciplinary team (MDT) Receive referrals from other health professionals' disciplines e.g. Community Midwives. Assess and effectively prioritise these in order to autonomously manage a caseload of patients. Accept responsibility for own patient caseload, ensuring all patients have an accurate plan of care, which reflects the assessment undertaken and incorporates the issues and recommendations made ensuring clear documentation in the patients records and hand-held records. Frequently act as a primary resource to health professionals in all care settings giving specialist maternal diabetes advice regarding highly complex symptoms management and care planning.

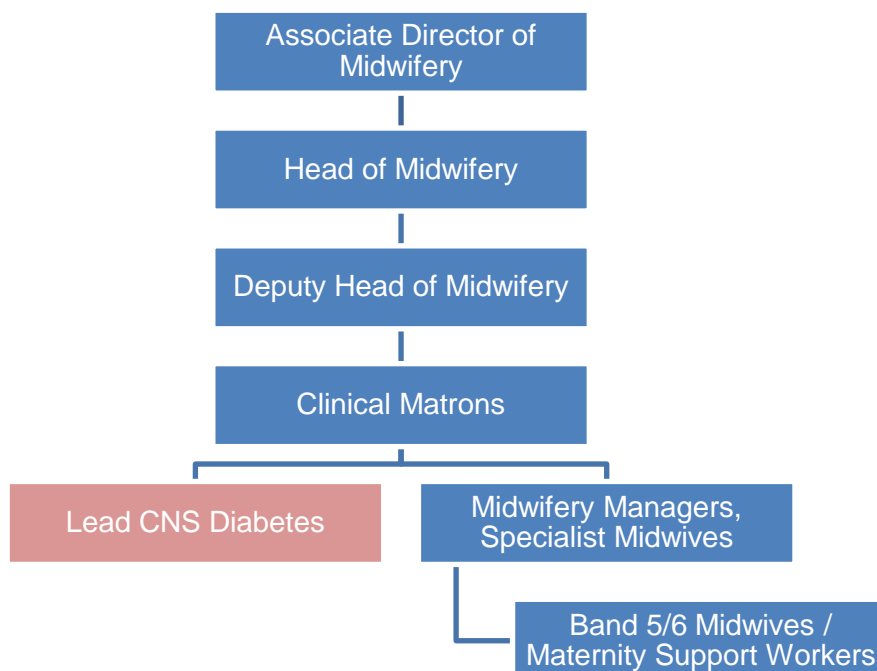
KEY WORKING RELATIONSHIPS
<p>Areas of Responsibility: Women with pre-existing diabetes and complex medical conditions liaising with the multidisciplinary team. Please see above job purpose.</p> <p>No. of Staff reporting to this role: 13 (Midwives and Maternity Support Workers)</p>

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day to day basis. In addition the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media.

Of particular importance are working relationships with:

- Diabetes and Endocrinology Team
- Lead CNS – Diabetes
- Obstetric Team
- Maternal Medicine Lead
- Anaesthetics Team
- Head of Midwifery
- Matron
- Band 7 Specialist Midwives
- Senior Staff Nurse(s)
- Associate Director of Midwifery
- Administrative and Support Staff
- Pharmacy Staff
- Dietitian
- Clinical Site Management Team
- Research Nurse Team
- Neonatal Team
- Safeguarding Team

ORGANISATIONAL CHART



FREEDOM TO ACT

- To be an expert midwifery practitioner leading the development and delivery of high-quality midwifery services with a focus on diabetes and maternal medicine.
- Assist in the development and continually review of guidelines in relation to diabetes and maternal medicine.
- Work independently with locally agreed policies and guidelines in accordance with NMC Code of Professional Conduct, National Legislation, Trust Policies, in order that a safe and quality service is provided.
- Work autonomously as a lead practitioner.

- Practice at all times within the Midwifery Standards, NMC Code and local policies and procedures.
- Act as a resource for colleagues so that expert knowledge in maternal medicine is always available.

COMMUNICATION/RELATIONSHIP SKILLS

- Communicate highly complex and sensitive information to a wide range of patients and the wider multidisciplinary team including test results, scan results, associated risks of any planned treatment and relevant sharing of information relating to subsequent care plans and pathways.
- Communicate effectively in a high-pressured environment e.g. hostile, antagonistic or highly emotive situations.
- Demonstrate politeness, courtesy and sensitivity in providing compassionate care for patients, visitors/relatives and colleagues.
- Contribute towards sharing good practice within the ward/department and Trust wide.
- Promote a positive image of RDUH Trust at all times.
- Work cohesively with all members of the team and promote effective liaison with all members of the multi-disciplinary team in ensuring that the very best services to service users are provided at all times.
- Communicate effectively within the team, participate in motivating and supporting team members and maintain confidentiality with patients and carers.
- Give written and verbal advice/teaching to patients and carers whilst providing additional support when recognising barriers to understanding.
- Refer women with additional risk pregnancies to specialist including obstetrics, neonatal, genetic counselling, mental health and child protection services as appropriate.
- Use appropriate language with delivering difficult conversations.

ANALYTICAL/JUDGEMENTAL SKILLS

- Use specialist expert midwifery knowledge, experience, practice and skills in managing diabetes in pregnancy to provide and perform accurate assessments and procedures including monitoring of maternal and fetal well-being during ante, intra and postnatal period and refer to multidisciplinary team as appropriate.
- Analyse and respond to complex clinical situations utilising specialist knowledge to assess a range of options to formulate solutions and recommendations e.g. plan a treatment of care for labour and delivery including recommendations for pharmaceutical intervention as needed during the antenatal period
- Regularly monitor and review the effectiveness of interventions with the patient and colleagues and modify this to meet changing needs and establish goals of care.
- Assess and evaluate the needs of individuals attending/contacting the service on a frequent basis and identify the required levels of intervention.
- Is aware of own accountability and limitations.

PLANNING/ORGANISATIONAL SKILLS

- Lead in projects for the improving quality programme.
- Develop, plan and lead on education programmes for patients with gestational diabetes.
- Develop and deliver structured education for midwives across primary and secondary care settings as part of mandatory updates in areas of specialism e.g. diabetes in pregnancy
- Support and advise on the development and implementation of specific clinical guidelines in relation to specialist area of diabetes in pregnancy
- By discussion and evaluation, a commitment to develop and support good clinical practice which is research and evidence based.

PATIENT/CLIENT CARE

- Provide a resource of highly specialist advice, information and support to all members of the multidisciplinary team (MDT) in the delivery of effective diabetes care in pregnancy and maternal medicine.

- Develop specialist skills and knowledge in maternal medicine over time and to a standard that allows autonomy to act as a clinical expert providing specialist knowledge and advice to staff / team member.
- Work as part of a team to deliver patient centred care for women with coexisting medical conditions.
- Promote a personalised woman centred approach to care in collaboration with carers, relatives and relevant health care professionals. Continuous monitoring of standards and the quality of care provided, ensuring all documentation is completed correctly and timely by members of the multidisciplinary team.
- Adhere to infection control guidelines and procedures.
- Act as a positive role model for midwives in the hospital through the demonstration of strong leadership skills.
- Assist in establishing and monitoring guidelines and patient care pathways.
- Ensure the rights, dignity, privacy and confidentiality of patients are protected at all times.
- Ensure staff are familiar with national, professional and local quality issues relevant to the delivery of nursing services.
- Work closely with community and or network teams, other hospital and community staff to ensure an effective seamless service.
- Develop effective communication and support systems for women and their families.
- Embed patient and public involvement within the sphere of practice.
- Ensure that all women and families are aware of all treatment options, including clinical trials

POLICY/SERVICE DEVELOPMENT

- Participate in the development and implementation of policies, guidelines and patient information.
- The post holder will be responsible for continuously improving the quality of the service and care provided to patients through evidence-based care. Ensuring a positive focused service-incorporating family's feedback to improve all aspects of care.
- Formulate appropriate policies and guidelines in conjunction with the Multidisciplinary team and external agencies.
- Work in partnership with the MDT to facilitate a co-ordinated approach in identifying where there are gaps in the service and where possible create additional initiatives to bridge those gaps.
- Assist in review of the services and participate in development projects which lead the service improvement.
- Participate in meetings in which broad professional and service issues are discussed.
- Participate and lead in the Improving Quality Programme.
- Raise concerns regarding quality and patient safety.

FINANCIAL/PHYSICAL RESOURCES

- Be responsible for the ordering, storing and safe and effective use of equipment e.g. ultrasound equipment, glucose monitors and glucose monitoring sensors.
- Have an awareness of and a wider understanding of cost implications in relation to technology for diabetes in pregnancy e.g. continuous glucose monitoring systems (CGMS), pumps and hybrid closed loop therapy.

HUMAN RESOURCES

- Be responsible for the day-to-day management of junior staff within the outpatient clinic setting.
- Be responsible for in house maternal management training including facilitating sessions on midwifery/ obstetric training days, clinical audit days and other study days as required.
- Actively participate in recruiting and appointing additional junior staff specific to the role.
- Support, deliver and signpost junior staff to relevant training and education in relation to specialist role.
- Undertake regular work performance reviews to include regular one-to-one and annual appraisal meetings.
- Ensure ongoing staff development and achievement of staff objectives.
- Act as a mentor/ preceptor and resource person of all midwifery, support staff and midwifery students encouraging a high level of motivation in all involved.

- Ensure that mentorship training is updated annually.
- Maintain own continuing professional development in accordance with CPD requirements and contribute to formulation of own objectives and personal development plan.
- In conjunction with the ward manager/ team leader and educational teams contribute to the delivery of orientation programmes for new staff and students within maternity at RDUH.
- Promote awareness of current developments in the speciality and seek opportunities to further own knowledge and that of other staff.
- Provide educational and supportive opportunities to midwifery students to ensure placement satisfy all requirement of their learning objectives. This may include presenting a conference and study days.
- Develop skills to act in a support/ advisor role to all members of staff and carers involved with the patient group providing supervisory support for staff involved in traumatic situations.
- Provide an environment that encourages patient centred involvement where advice and education is required as outlined in the RDUH clinical guidelines.
- Contribute to the development of strategies which safeguard confidentiality for women within the specialism.
- Participate in the recruitment and selection of staff.
- Support staff in developing skills and knowledge.
- Lead on developing and delivering a regular programme of education to midwives in relation to specialist area.
- Ensure that midwifery staff and students are monitored, supervised and supported within the speciality.
- The postholder is expected to act as mentor for junior midwives and be involved in the mentoring and assessing of student including basic and/or post- basic students.
- Supervise and instruct support staff so that they integrate into the team and operate effectively within the boundaries of their role.

INFORMATION RESOURCES

- Maintaining contemporaneous records all maternal medicine cases.
- Familiarity with Electronic patient records (Epic) and develop databases and smart phrases within this system.
- Ensure failsafe procedures are in place and clear documentation of all aspects of maternal medicine pathways.
- Compile and review reports and update plans.
- Participate in the clinical incidents reporting system, ensuring that staff are fully aware of the process and outcomes. Investigate incidents as directed.
- Ensure that patient documentation is appropriate, accountable and defensible in accordance with the Trust .

RESEARCH AND DEVELOPMENT

- To collate and record quantitative and qualitative data that provides evidence of productivity, outcomes and quality, through audit and research.
- To participate in clinical audit and research relevant to specialty and co-operate with other affiliated work.
- To ensure that relevant research findings are translated into practice.
- To promote a culture of evidence-based practice.
- To work with the multidisciplinary team to develop standards of care and undertake evaluations to monitor the impact on patient care.
- To be involved with health promotion related to the speciality.
- Promote an ethos of striving for excellence through promotion of an enquiry-based culture where staff are encouraged to propose new areas for audit and research studies.
- Demonstrate and promote an understanding of the interplay between research and practice to ensure patient care is supported by good evidence and continues to improve.
- Demonstrate and promote the ability to access up-to-date evidence and critically analyse and synthesise this to inform care practices.

- Identify gaps in knowledge or deficits in clinical practice and discuss these with relevant teams as possible areas for research or clinical audit.
- Facilitate patient and staff involvement in research studies being undertaken within clinical speciality by enabling staff to:
 - have knowledge of inclusion/exclusion criteria and referral of suitable patients to research team
 - provision of appropriate space for research team to see patients
 - assist in collection of research data when part of usual clinical care
 - be involved in delivery of research intervention as appropriate and when part of usual clinical care.

PHYSICAL SKILLS

- Input client details on to hospital information databases and maintain clear and accurate documentation of care provided as per trust policy
- Work as a senior practicing midwife utilising a highly developed level of skills in a clinical setting within the area of specialism e.g. diabetes and maternal medicine.

PHYSICAL EFFORT

- Moderate effort for occasional manual handling as required for the role for e.g. assisting patients for transfer between antenatal and inpatient setting.

MENTAL EFFORT

- Maintain a high level of concentration when assessing planning and delivering care, for example, listening to patients, family members and attending meetings.
- Maintain a high level of concentration when working with a high-risk group of patients in a busy Antenatal clinic whilst managing a predictable workload.

EMOTIONAL EFFORT

- Manage unfavourable or unpredictable situations in the clinical setting e.g. occasionally giving highly distressing and emotional news relating to intrapartum or infant death.

WORKING CONDITIONS

- Work across sites in different outpatient departments within the Trust to support specific areas of role.
- Regular exposure to bodily fluids as dictated by the nature of the role e.g. venepuncture, collection and testing of urine samples

OTHER RESPONSIBILITIES

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.
- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.

- Undertake a Display Screen Equipment assessment (DES) if appropriate to role.

DISCLOSURE AND BARRING SERVICE CHECKS

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

GENERAL

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

PERSON SPECIFICATION

Job Title	Diabetes & Maternal Medicine Midwife
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
<ul style="list-style-type: none"> Registered Midwife Current NMC registration 1st degree in nursing or health related topic or equivalent experience Evidence of Masters level academic study or willingness to work towards Masters (in relevant health related subject) Relevant post-registration qualification at level 3 Qualification in Teaching, Assessing and Mentoring Management Qualification Non-Medical prescribing Work towards Advanced Clinical Practitioner as required for development of the service 	E E E E E E	D D D
KNOWLEDGE/SKILLS		
<ul style="list-style-type: none"> Thorough and up to date knowledge of midwifery theory and best practice particularly within speciality area Able to lead and manage the nursing team: Effective standard setting, monitoring and feedback Understanding of the principles and application of effective budgetary management Understanding of the principles and application of effective staff and HR management/appraisals Understanding the theory and application of clinical governance Understanding of NMC Code of Practice and requirements of it for practice and behaviour and its application to the management of staff and self Undertaken clinical research Able to advise on and implement improvements to the quality and efficiency of care for patients in ward/area Ability to act as facilitator, mentor and supervisor to colleagues Confident in the diagnosis and management of gestational diabetes 	E E E E E E E E E	D D D D
EXPERIENCE		
<ul style="list-style-type: none"> Significant relevant clinical and management experience Clinical expert in defined area of work Familiar with current local and national nursing issues Communicating with women who develop diabetes in pregnancy Ability to run education sessions for women with gestational diabetes Experience in contacting women and giving advice about blood sugar readings and management between clinic visits. Experience of working with a maternal medicine consultant seeing antenatal patients 	E E E E E E	D
PERSONAL ATTRIBUTES		
<ul style="list-style-type: none"> Highly effective communication skills - verbally and written to staff, patients and relatives including in situations of conflict or distress Able to gain credibility with and influence colleagues including influencing clinical changes where appropriate Strong organisational skills - prioritising complex situations Ability to lead and influence change 	E E E E	

<ul style="list-style-type: none"> • Able to accept responsibility for ward/area working under own initiative within the boundaries of role 	E	
<ul style="list-style-type: none"> • Demonstrates ability to take overall responsibility and accountability 	E	
<ul style="list-style-type: none"> • Flexibility, adaptability to meet needs of a changing service 	E	
<ul style="list-style-type: none"> • Demonstrates ability to implement and utilise audit data to improve quality 	E	
OTHER REQUIRMENTS		
<ul style="list-style-type: none"> • Information technology skills 	E	
<ul style="list-style-type: none"> • Commitment to the development and provision of high-quality nursing care 	E	
<ul style="list-style-type: none"> • The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust. 	E	
<ul style="list-style-type: none"> • Ability to travel to other locations as required. 	E	

		FREQUENCY			
		(Rare/ Occasional/ Moderate/ Frequent)			
WORKING CONDITIONS/HAZARDS		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	Y				√
Contact with patients	Y				
Exposure Prone Procedures	Y			√	
Blood/body fluids	Y			√	
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	N				
Respiratory sensitisers (e.g isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	Y	√			
Animals	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m ³)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s ²)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y			√	
Heavy manual handling (>10kg)	N				
Driving	N				
Food handling	Y	√			
Night working	Y	√			
Electrical work	N				
Physical Effort	Y				√
Mental Effort	Y				√
Emotional Effort	Y				√
Working in isolation	Y				√
Challenging behaviour	Y		√		