Job Description

Job Title: Children's Palliative Staff Nurse

Responsible to: Children's Palliative Clinical Lead

Accountable to: Director of Care and Deputy CEO

Job Purpose:

The post holder is responsible for the assessment of care needs and the implementation and evaluation of evidence-based programmes of care for life-limited and end of life children and young people who have a range of complex health needs.

Main Duties:

1. Work in accordance with NMC Code of Professional Practice and Scope of Professional Practice. Professionally and legally accountable and responsible for all activities. Professionally and legally accountable and responsible for all activities.
2. To co-ordinate the day-to-day operational management of the Paediatric Palliative Care Unit ensuring care is safe, responsive and effective and inclusive of the needs of the children, young people and families.
3. Responsible for the assessment, development and evaluation of nursing care for children and young people with complex health needs including life limiting and life-threatening conditions and their families. Clinical skills include, but not limited to, caring for children who require long term ventilation, tracheostomy care, oxygen therapy, suction, syringe drivers and enteral feeds etc. These skills will be gained by completing competency-based training.
4. To deliver evidence-based end of life and symptom management and after death care.
5. At Acorns Pay Level D3 and if required by the organisation, a request to undertake Non-Medical Prescribing (NMP) may be made.
6. Undertake prescribing responsibilities, if at Acorns Pay Level D4 and if required by the organisation.
7. Provide comprehensive evidence based and skilled nursing care to children and young people within the hospice.
8. Provide health education information to the child and family, to promote a healthy lifestyle and where appropriate address public health issues.
9. Maintain clear and contemporaneous paper and electronic records in line with Acorns Policy.
10. Participate in team meetings, clinical supervision and safeguarding supervision to ensure effective communication at all levels within Specialist Clinical Services.
11. To promote communication with the children and young people, encouraging them to express their wishes and concerns to their best ability (this may include non-verbal, electronic or alternative communication methods).
12. Establish effective communication and good working relationships with multi professional and multi agency colleagues to facilitate the effective delivery of training packages.
13. Work to professional and service standards and participate in the auditing of these standards.
14. Participate in and maintain research-based development.

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15. Contribute to the implementation of national and local quality initiatives to improve service deliver.
16. To report incidents, near misses and potential complaints in line with Acorns policy and procedures
17. To work independently within Acorns guidelines and policies and own scope of practice.
18. To maintain own professional development in line with NMC revalidation requirements and attend mandatory training identified at personal development review and NMC.
19. Completion of annual appraisals– fulfilling own responsibility for appraisal process and agreed personal development/ training plan.
20. The post holder will provide nursing care to children and young people with a range of complex health needs, life limiting or life-threatening conditions
21. Always remaining professional, acting as a role model to other team members whilst maintaining professional boundaries.
22. To empower children, young persons and their relatives to make decisions about their care and to exercise choice.
23. To attend regularly and contribute to team meetings and clinical/safeguarding supervision to ensure effective communication and shared learning is maintained.
24. To deliver child-focused, family centered palliative and end of life care, alongside other members of the interdisciplinary team
25. To promote and contribute to effective team working.
26. Work autonomously and as part of a team to deliver care.

Leadership Responsibilities

1. The post holder will be required to deal with a wide range of situations requiring analysis and make a decision or judgement in relation to risk assessments, care pathways, safeguarding, health and safety, urgent admissions, complaints, untoward occurrences, or situations. Report any such event to the Matron/ appropriate on call person(s) at the earliest opportunity and provide information as requested following the policies and procedures.
2. Work closely with senior staff to facilitate the development, implementation, monitoring, evaluation and audit of appropriate policies, protocols, guidelines and standards ensuring that they meet current practice and professional regulations.
3. Maintain standards and ensure clinical governance is central to the function of the service.

Medicine Management

There will be a responsibility for ensuring the safe and accurate administration of medications to patients, following prescribed treatment plans and relevant protocols. This includes verifying medication orders, preparing and administering medications according to established guidelines, and monitoring patient responses. There will also be responsibility for maintaining accurate records of medication administration, managing medication storage, and ensuring compliance with legal and ethical standards related to medication handling and patient safety. Additionally, there will be responsibility for the education of patients and their families about proper medication use, potential side effects, and adherence to prescribed regimens.

Infection Prevention and Control

All Employees and Volunteers of Acorns will be expected to follow all infection prevention

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and control policies and procedures to ensure a safe and healthy environment. This includes maintaining best hygiene practices, using personal protective equipment (PPE) as required, and adhering to safety protocols to minimise the risk of infection. It everybody's responsibility to promote a clean and safe environment for staff, children, young people and their families.

Health and Safety

All Employees and Volunteers of Acorns are required to comply with all health and safety policies and procedures in accordance with the Health and Safety at Work Act 1974. This includes taking reasonable care of their own health and safety, as well as that of others who may be affected by their actions. The role involves using personal protective equipment (PPE) when necessary, following established safety protocols, reporting hazards or unsafe conditions, and participating in health and safety training. All Employees and Volunteers of Acorns must actively contribute to maintaining a safe and healthy environment and cooperate with the employer to ensure compliance with relevant health and safety legislation.

Environmental sustainability

All Employees and Volunteers of Acorns are required to support in minimising environmental impact wherever possible, including recycling, switching off lights, computers, monitors and equipment when not in use. Helping to reduce paper waste by minimising printing/copying and reducing water usage, reporting faults and heating/cooling concerns promptly and minimising travel. Where the role includes the ordering and use of supplies or equipment the post holder will consider the environmental impact of purchases.

Safeguarding

Acorns is committed to safeguarding and promoting the welfare of children and adults and expects all staff and volunteers to share this commitment. It is the responsibility of all staff to always safeguard and protect children and adults at risk, staff must report any concerns as per safeguarding policies and procedures which are available on Acorns internal systems. Every staff member must undertake regular mandatory safeguarding training at a level relevant to their role.

Data Protection and Confidentiality

All Employees and Volunteers of Acorns are required to comply with all relevant data protection laws, including the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). This includes ensuring the confidentiality, integrity, and security of personal and sensitive information. All Employees and Volunteers of Acorns must handle all data in accordance with organisational policies and procedures, ensuring it is only used for its intended purpose and is not disclosed to unauthorised individuals. The role may involve safeguarding personal data, reporting any data breaches, and always maintaining strict confidentiality to protect both individuals' privacy and the organisation's legal obligations.

Equality, Inclusivity and Diversity

All Employees and Volunteers of Acorns are required to promote and uphold the principles of equality, inclusivity, and diversity in all aspects of their work. This includes ensuring that all individuals are treated with respect and fairness, regardless of their race, gender, age, disability, sexual orientation, religion, or any other characteristic protected by law. All Employees and Volunteers of Acorns must comply with relevant legislation, including the Equality Act 2010, and contribute to creating an inclusive environment that values diverse perspectives. The role involves actively challenging discrimination and bias and supporting

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the organisation's commitment to providing equal opportunities for all.

Other Duties:

1. To act as an ambassador for Acorns raising awareness of its charitable aims and objectives and enhancing its reputation through exemplary behaviour, conduct and team working.
2. To contribute to Acorn's fundraising aims by raising awareness with your stakeholder groups about how vital fundraising is to the charity's mission and sharing opportunities for fundraising support
3. To put the needs and interests of Acorns children and young people and their families first in all aspects of their work.
4. To ensure compliance with Acorn's policies for diversity, employment, equal opportunities, health and safety, information governance and safeguarding.
5. To actively participate in an annual performance and development review process and any training and development identified to further enhance your role with Acorns.
6. Promote a coaching culture within Acorns and provide coaching expertise as a resource across the organisation.
7. To carry out any other reasonable duty as requested by your line manager.

Acorns adheres to the United Nations Convention on the Rights of the Child. As an employee you will be a Duty Bearer for Children's Rights and support all children to be Rights Holders.

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Person Specification: Children's Palliative Staff Nurse

	Essential	Desirable
Qualifications	> Registered Nurse > Evidence of ongoing CPD relevant to role	> Mentor and Assessing Training (or be willing to undertake)
Experience	> Identifying, recording and reporting Safeguarding concerns for both children and adults > Demonstrable relevant experience in palliative care > Conducting audits	
Skills and Ability	> Ability to provide personalised nursing care. > Awareness of health and safety in the workplace > Excellent communication skills (oral and written) > Competent IT skills > Competent to work within a team setting and to be able to work independently within the community > Knowledge of the needs of a multicultural, socially diverse population > Working with children with complex health needs > Tracheostomy care/and or long term ventilation needs (or willingness to undertake competency training) > Oxygen therapy, suction, enteral feeds etc > Catheterisation (or willingness to undertake competency training)	> Knowledge of procedures related to safeguarding adults and children
Other	> Able to demonstrate a commitment to team working > Able to demonstrate awareness of and sensitivity to the needs of the individuals from diverse social and cultural groups > Able to think creatively and prioritize in a busy environment > Excellent interpersonal skills	
Behaviours	> Positive attitude to service development and Children's Palliative Care > Positive, enthusiastic approach & can-do attitude. > Curious, always seeking to understand and improve experience of customers > Open to change and continuous improvement > Innovative mindset and passionate about learning > Commitment to the Acorns strategy & its success	

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Terms and Conditions of Employment

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Responsible To:	Children's Palliative Clinical Lead
Accountable To:	Director of Care and Deputy CEO
Location:	Acorns in Birmingham Hospice 103 Oak Tree Lane Selly Oak B29 6HZ
Salary:	Acorns Pay Level D £30,600 to £40,800 per annum
Notice:	8 weeks
Hours:	37.5 hours per week
Holidays:	27 days plus statutory bank holidays
Pension:	Contribution to Group Personal Pension Plan or NHS Pension Scheme (if already in scheme).
Life Assurance:	Acorns Group Life Assurance Scheme or NHS Pension Scheme Life Assurance cover (if already in scheme)

All terms and conditions will be detailed in writing together with Employee Handbook which must be read and observed.

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