



Candidate Information Pack

Job Title: Practice Educator

Department: Children's Community Health Services

Date

Welcome message from Lucy Botting, Director, Sutton Health & Care

Thank you for showing an interest in working with us at Sutton Health and Care – we are an exciting and innovative health and care partnership that provides community health and sexual health services to local people in Sutton.

Our ambition is to support the people to start well, live well and age well through a more personalised and joined-up approach to the delivery of health and care services.

By joining us, you will become part of a dynamic forward thinking team providing services to more than 200,000 people in Sutton.

We are a very close-knit and friendly organisation where everyone of our 500+ members of staff is valued. We strongly believe that our employees are our greatest asset

Join us and be a part of the team that is transforming the lives of families and residents in Sutton.

We look forward to receiving your application.

Best wishes,
Lucy

Together with you, in your local community

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About our organisation

Sutton Health and Care (SHC) is an exciting and innovative health and care partnership that provides community health and sexual health services to local people in Sutton. Our ambition is to support the people to start well, live well and age well through a more personalised and joined-up approach to the delivery of health and care services. Bringing together the ideas and expertise of our partners, we are able to provide local people with improved patient care, treatment and support more easily than ever before. The alliance is made up of various partner organisations; Sutton GP Services, London Borough of Sutton, Epsom and St Helier University Hospitals NHS Trust, South West London and St George's Mental Health NHS Trust as well as voluntary sector partners such as AgeUK. Each organisation is open and trusting of each other to take positive action to improve people's lives, tackle the causes of ill-health and promote health and well-being.

SHC is a commitment by partners to work differently in Sutton. We work to remove organisational boundaries in order to accomplish more for the people we care for. This enables us to deliver services with a strong focus on self-care, health promotion and prevention, allowing people to have a choice and control over the way their care is planned and delivered. By working together to share resources and information, we can better improve the health and wellbeing of the local community and importantly, tackle health inequalities across the borough.

Our services

Since the launch of our joint venture in April 2019, Epsom and St Helier University Hospitals NHS Trust continues to host our adult community services, specialist children's services and sexual health services. Health visiting and school nursing services and the associated safeguarding and admin services are hosted by the London Borough of Sutton.

Sutton Health and Care operates across four Primary Care Networks within the Sutton locality namely; Wallington, Carshalton, Central Sutton and South Sutton & Cheam.

SHC provides a range of Children's services including:

- Children's Therapies
- Health Visiting
- School Nursing
- Special Needs and School Nursing
- Children's Continence Service
- Sutton Family Hubs

Vision and Values

Our vision is clear – we wish to deliver seamless, coordinated and individualised care within the heart of the community. To do this, we must achieve two things: clinical and leadership excellence for our staff; and involvement, self-care and personalisation for families . We aspire to:

- ❖ One - think Sutton first
- ❖ Two - work across sectors
- ❖ Three - get involved early
- ❖ Four - build stronger, self-sufficient communities
- ❖ Five - provide coordinated, seamless services

SHC values demonstrate the standards of care and experience every child, carer and member or the public should expect from any of our services. They help shape everything we do. Our values are embedded within our recruitment and selection process, guide our training and development and nurture our talent management.



Our staff

Your career

Our people are central to our success. There are over 500 staff working in SHC and we continue to grow. We want our workforce to be engaged and motivated, happy and healthy. We seek to get the best out of you, so you provide the best quality care for families.

SHC supports staff development and training for all roles clinical and non-clinical, across all services. Enabling you to learn and grow throughout your career is important to us; we pledge to develop your knowledge and experience in ways that suit you. This could be through the provision of study days and courses or mentorship and specialist education. We have our onsite community Education Team and a dedicated Learning and Development Team to help staff access the support they need to reach their goals and aspirations. If you are in a management position, you will have access to various training opportunities to allow you to look after yourself and your team ranging from; leadership coaching, resilience lessons and wellbeing training to allow you to look after yourself and your team.

New recruits

We are committed to making SHC an inclusive place to work, with the right support and culture to help you excel. We celebrate the diversity we have within our organisation and pride ourselves on having a workforce that is a true representation of the communities we serve.

When you join us, no matter what level you start at, we want to build a solid foundation that enables you to flourish in your new role. SHC offers a bespoke induction programme in addition to the corporate LBS programme; here we provide you with the opportunity to meet the senior leadership team and come away with a real understanding of the inner workings of our organisation. We aim to make your transition enjoyable and as seamless as possible. Your line manager will design and shape a tailored local orientation programme for you, ensuring you are at ease with your role and what is expected from you. Every new joiner will be paired with a 'buddy' for as long as they need, with a support network in place to help you every step of the way.

Empowerment and Wellbeing

We take our teams' health and wellbeing seriously. From flexible working patterns and hybrid working options, to looking after your mental health; we have a number of support offers for all employees irrespective of band or division:

- Staff Counselling - free service for all trust employees regardless of job or grade
- Stress management – resilience workshops and coping mechanisms

- Keeping fit and well – free Pilates, yoga and lunchtime walking groups
- Back care - training in safe moving and handling practices and DSE assessments
- Discounts and Offers – on 100s of local and national companies including gyms
- Wellbeing resources – free event timetables, webinars and online guidance

Effective ongoing communication and support for all staff is our priority. We ensure you have access to:-

- Regular one-to-one conversations with your line manager
- PDP and appraisals with opportunities for personal development
- Clinical supervision for all staff
- Apprenticeships and opportunities to develop within the organisation
- Exit Interviews for all staff leaving the organisation
- Lone working devices for all clinicians and on call manager process for safety and support
- Freedom to Speak up Guardian available to listen and support staff

A great place to work

We take pride in the work we do and we want you to be a part of the difference we make. Involving staff to help shape our journey of innovation and transformation is so important to us.

Our yearly 'Big Tent Events' and tailored 'Team Away Days' empower staff to reflect, help develop our vision and values and allow us to look forward to the future. We encourage our teams to integrate, pause but most of all, have fun! SHC celebrates your successes and recognises your hard work and efforts. We frequently present staff with 'Staff Awards' for hard work and to show our appreciation for everything you do.

We understand the impact COVID-19 continues to have on our services and on our people. SHC has set up 'wobble rooms' which provides staff with a safe space to stop and unwind and prioritise their own health and wellbeing. Also every week, look out for our online SHC newsletter and other regular staff bulletins which keep you up to date and informed with current affairs and important information.

We want you to be part of something exceptional. We welcome you to help us on our journey, starting with the following job description, which we hope inspires you to be part of our success.

For a list of our full vacancies, please visit our website here:

<https://www.suttonhealthandcare.nhs.uk/work-for-us>

Role Profile - Practice Educator

Job Title: Practice Educator / Teacher
Job Family: Practice Teacher / Educator
Directorate: Health & Wellbeing
Grade: 9 (NHS Band 7)

Role Description

The Specialist Practice Teacher / Educator is expected to work for the clinical and business success of the Organisation and to contribute to the success of the Children, Young People, Women & Families Clinical Care Group. This will require innovation and may include participation in the development of Clinical Care Group policies and guidance, supporting and implementing changes to local services. To provide clinical leadership to the School Nursing or Health Visitor workforce dependent on the specialist pathway within the Clinical Care Group community sites to deliver frontline professional and operational priorities, develop Specialist Community Public Health Nurses and the existing workforce and support the 0-19 Service manager to ensure the safe, effective and person centred care of Children, Young People, Women & Families across the borough.

You will be responsible for promoting high standards of care through the demonstration of clinical expertise and leading the creation of a clinical environment that encourages learning and professional and practice development in partnership with senior clinical staff . Post holders will work within a designated area of practice in public health nursing (School Nursing or Health Visiting).

You will also work as a part of a team of practice teachers facilitating the induction, clinical mandatory updates and continuing professional development for all levels of nursing and community nursery nurses in the 0-19 team. In addition the post holder will liaise with the relevant education providers to ensure that communication between education and practice is maintained.

You will be required to manage sensitive and highly charged situations including staff personal and professional support or conduct and capability or dealing with complaints. These may include where people are stressed, anxious or bereaved and occasions where people may be challenging and aggressive.

Key Responsibilities

- Be responsible for the clinical learning experience of Health Visiting workforce for pre-registration students, post registration students, newly qualified staff requiring preceptorship and return to practice students
- Support both junior and senior colleagues across a spectrum of general and operational management issues.
- Facilitate staff and team development to meet the required skills and competencies to deliver high quality care.

- Proactively support community based operational capacity ensuring safe and effective decision making throughout national and local pathways of care for Children, Young People & Families.
- Provide clinical and professional leadership to support the development and capacity and capabilities of the workforce to ensure best value and high standards of compassionate person centred care.
- To support the 0-19 Service manager with the delivery of the clinical governance, quality assurance (including undertaking audits), service development agenda in line with national and local strategies.
- Provide professional representation and contribution on key groups/committees as required on clinical and care governance, professional standards and practice and professional development for the 0-19 workforce.
- Undertake managerial responsibility for staff aligned to the post holder including associated HR including appraisals, 1:1 caseload management, wellbeing reviews and disciplinary and capacity supervision.

Overall Accountabilities

The Practice Educator will ensure:

- The nursing care across services for children & their families is person centred, of a high quality and contributes to an improved client and or carer experience.
- The service is flexible and adaptable to ensure service delivery focuses on the needs of children & families.
- Advocate on behalf of children & their families, challenge practice and systems and uphold organisational visions and values to promote safe and effective person centred practice.
- Work alongside clinical staff in the designated area of practice and demonstrate excellent clinical practice.
- Provide robust Induction processes for new staff and successful completion of competencies required for the role.
- Ensure appropriate education and learning opportunities are undertaken to reflect the changing needs of the service to maintain an appropriately skilled workforce, thereby promoting staff retention and practice which is based on the most up to date research evidence.
- Provide professional advice, support and supervision to students and staff through supervision and practice observations, and identify and monitor any themes which require local improvement.
- Demonstrate a clear understanding of organisational objectives and participate, where appropriate, in their development and implementation.
- Ensure that effective and robust communication systems are in place for clients, carers and staff, and promote a culture of health education and ill-health prevention.
- Be proactive in seeking service user's views and ensure that feedback from clients/carers is valued and acted upon and lessons learned are disseminated, to enable changes in practice where necessary.

- Promote that client/service user care is evidence based, monitored and reviewed, instituting appropriate improvement when required, in order to provide high standards of care to all.
- In partnership with other disciplines, support and develop pathways of care that will ensure the smooth transition of the client's journey and ensure children & families receive care within an optimum time-frame.
- Act as a resource and provide advice on care in relation to clinical interventions, policies, service development and delivery.
- Advocate for children, carers and families.
- Ensure own effective, accurate and contemporaneous documentation is maintained and managed in accordance with national/local/professional policies, guidance, data protection and Freedom of Information Act.
- Adhere to local and national policies and participate in the effective implementation of them.
- Ensure all Policies and procedures e.g. Child Protection, Operating Procedures related to Health Visiting Practice, Health and Safety, Promoting Attendance at Work and Information Governance are understood and implemented within the team.
- Contribute to the development of operational policies and shared protocols with other specialities; partner Health and Social Care Partnerships and external bodies.
- To contribute to the development of specific programmes/pathways of care aimed at improving health, increasing social inclusion, preventing ill health and reducing inequalities.
- Establish and maintain good working relationships with all disciplines and professions both internal and external to the organisation and ensure that an open communication pathway is maintained.
- Key relationships will be formed with other professionals in higher education providers
- Ensure all communications and interactions demonstrate professionalism in both presentation and language and a level of awareness and skills in working and communicating safely, including sharing sensitive information across different organisational/personal cultures, adhering to codes of corporate governance.
- Provide support to the practice teachers and supervising staff to design a placement programme for the student Specialist Community Practitioner in Public Health, closely linked to the course curriculum and previous experience and knowledge.
- Co-lead the structuring, design and delivery of learning opportunities in clinical practice for post registration nurses and pre-registration nursing students and existing staff.
- Being involved in the development, evaluation, and implementation of education programmes with Higher Education partners.
- Co -Lead on the development, implementation and evaluation of the clinical induction and mandatory clinical education programmes in collaboration with Mandatory Training Manager, reporting the content and expected outcomes annually.
- Be responsive to needs in clinical practice highlighted by complaints or incidents or National Guidance designing and delivering clinical learning programmes and /or

create clinical learning opportunities as required for a safe effective patient responsive service.

- Continuously monitor practice learning activities and environments against quality assurance standards enabling ongoing enhancement of the learning experience. This will include liaising with local managers to perform annual educational audits for quality monitoring purposes. Records of these audits should be maintained and the resulting action plans implemented and monitored.
- Facilitate the experience of pre-registration and other students on placements at Sutton Health and Care.
- Supporting and facilitating the development of clinical practice supervisors and assessors, in order to increase the capability, capacity, safety and effectiveness in clinical practice. This will include: For nurses ensuring that the Nursing and Midwifery Council's education in practice standards are met.
- An annual audit of the numbers and activity of Practice Teachers across the organisation
- Overseeing the maintenance of live accurate registers of supervisors and assessors in the practice area as per Nursing and Midwifery Council regulations. This should include the recording of annual updates and training
- Where necessary provide best practice advice in relation to education in practice.
- Work in collaboration with higher education partners to publicise and deliver a programme of training and updates.
- Contributing to the development and support of staff in decisions relating to pre registration and post registration learners including the achievement of learning outcomes, competence and fitness for practice.
- Participating in the recruitment of Specialist Community Public Health Nurses and students as required

Person Specification

- Good understanding current public health issues
- Good understanding of community services
- Clear understanding of integrated and multidisciplinary working
- Knowledge of health issues relating to children in need

Qualification

- 1st and 3rd level Registered nurse R 1
- Health Visitor SCPHN

Experience

- Evidence of personal development and acquisition of transferable skills relevant to the job description
- Understanding of current issues affecting homeless families and the children and family's public health agenda
- Experience of initiating and participating in clinical audit and research
- Experience of working within multidisciplinary teams
- Ability to understand key element of change management in relation to children's community public health services
- Previous experience of leadership within a skill mixed team
- Recent relevant experience of working with children and families, including community outreach
- Completion of safeguarding modules
- Experience of working with vulnerable clinical groups

Skills

- Ability to prioritise own and team's workload and demonstrate ability to delegate work appropriately
- Track record of broad clinical skills demonstrated through personal development
- Teaching and facilitation skills
- Able to develop, establish and maintain positive relationships with other both internal and external partner agencies
- Work under pressure and demonstrate ability to change priorities at short notice
- Excellent verbal and written communication skills
- Ability to recognise and respond appropriately to children and their families in challenging situations
- Good IT skills
- Holds valid full UK driving licence and has access to a car for business use
- Flexible approach to working day to meet the needs of service delivery
- Positive attitude with strong degree of personal integrity