

RECRUITMENT INFORMATION PACK

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Audit and Quality Midwife



Job particulars

Job Title	Audit and Quality Midwife
Pay Band	Band 7
Location	Whipps Cross University Hospital
Reports to	Women's and Children's Risk and Governance Lead (Midwife)
Responsible to	Associate Director of Midwifery – Whipps Cross University Hospital

Job purpose

Clinical audit is an integral part of Barts Health clinical governance activity and contributes to achieving the Trust's objective of providing safe and evidence- based care to women that access our services.

The post holder will provide multidisciplinary clinical staff with the support to effectively implement clinical audits across all its component parts for maternity services, within a framework which uses information to improve the systems of care and evidence to support effective outcomes.

The post holder will have a key role in ensuring the progress of Women's services towards standardization of all clinical audits developing and reviewing guidelines for Maternity service in liaison with multi- disciplinary colleagues.

Key working relationships

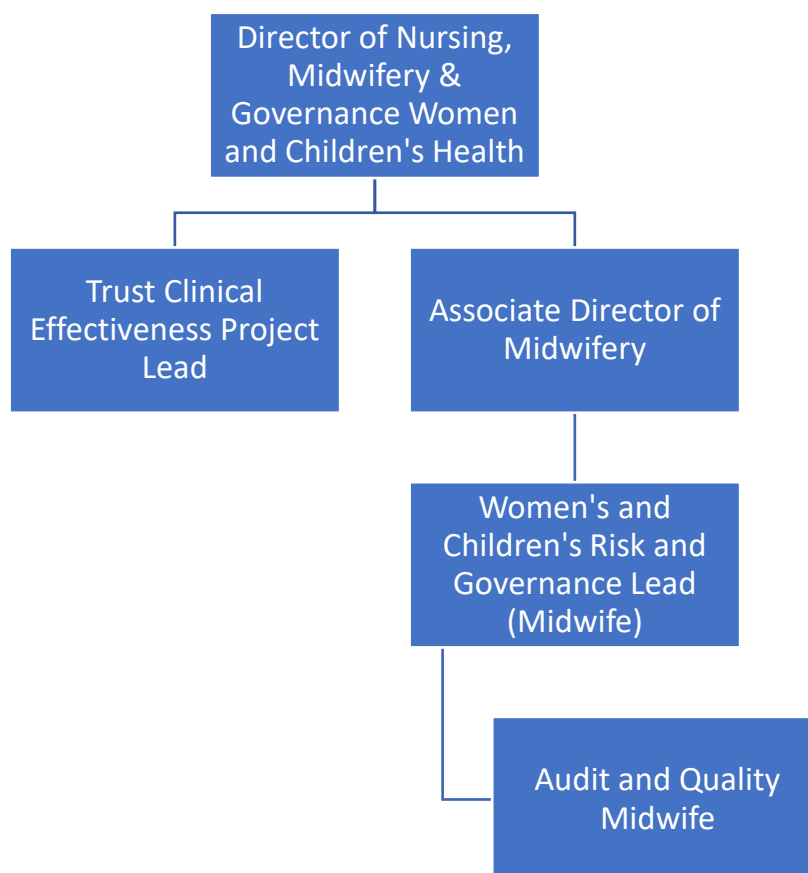
Professional relationships with key partners, employees and boards.

Internal	External
Director of Midwifery	
Director of Nursing, Midwifery and Governance.	
Associate Director of Midwifery	
Maternity Clinical Directors	
Consultant Midwives	
Obstetric Quality Improvement Lead	
Clinical Effectiveness Project Lead	
Clinical Effectiveness Project Lead	



Midwifery and Gynaecology Matrons and Mangers/ Ward Managers	
Obstetric & Anesthetic Staff	
Clinical Effectiveness Project Lead	
Patient Safety Midwife	
Cross Site Maternity Education team	
Neonatologists	
Midwives	

Structure chart



Main duties, responsibilities, and results areas

- Support the clinical audit programme within the maternity unit incorporating local and national audit requirements that support clinical effectiveness.
- Support the development of Clinical Audit & Effectiveness activity plans, assisting the Trust Clinical Audit Team as required.
- Participate in inter professional working to ensure annual audit programmes incorporate audit and effectiveness projects to meet the organisation's governance objectives. This will include using national benchmarking data e.g., Royal College Guidelines, NICE recommendations, CNST and CQC outcomes and regulations.
- Consult and provide advice to clinical staff on the design and development of proposed audits projects. This may include advice on selecting topics to audit, carrying out literature searches, advising on the appropriate audit methodology to promote the completion of the clinical audit cycle.
- Work with and create appropriate systems and processes for the collection of the data for the audit projects in conjunction with the Trust Clinical Audit team.
- Provide written and verbal reports and presentations of completed audit projects and status of guidelines to the relevant multi-professional groups.
- To summarise completed audit reports for presentation to relevant meetings within the department.
- Support audit project leads in the monitoring of action implementation.
- To present findings of audits undertaken at identified groups and directorate meetings and disseminate learning.
- Liaise with other agencies for the purpose of information exchange on audit and related quality activities.
- Communication is a fundamental process to ensure continuity and high standards of care. It includes sharing ideas, information, and feedback in order to empower patients and members of the interdisciplinary team.
- Skilled in communicating with a range of people on a daily basis some of who may have communication barriers.
- To be responsible for disseminating Trust policies and information as required.



- Provides feedback to other workers on their communication at appropriate times.
- A key responsibility will be to utilise a variety of strategies to communicate effectively with patients and those involved in their care.
- The post holder must also communicate with other staff within the Trust, with external organisations and with the public.
- The post holder must be able to explain strategy and organisational decisions to everyone in the organisation.
- Takes a proactive role in producing accurate and complete records of activities and communications consistent with legislation, policies and procedures.

Clinical:

- To maintain a professional, approachable disposition at all times with all members of staff, patients, and their visitors.
- To maintain own clinical skills by undertaking clinical work one day a week within the maternity unit.

Personal and People Development

Develop oneself and contribute to the development of others.

- Demonstrates specialist skills, knowledge and expertise in clinical practice and supervises others.
- Exercises professional accountability and responsibility in changing environments across professional boundaries.
- Leads team meetings so fair and equal opportunities are given to share knowledge and ideas with colleagues.
- Able to lead in the appraisal process of others as part of their individual development.
- Acts as a role model to others all staff.
- Encourages reflective practice and actively participates for self or others. (Clinical supervision/Action Learning).



- With the support of CAG Matron and through the Trust's appraisal process and development of personal development plan identifies their educational and professional development needs.
- Demonstrates knowledge, understanding and application of their personal leadership skills.
- Provides formal teaching sessions to staff within Directorate/Trust.
- Creates and sustains a teaching and learning environment.
- Evaluates effectiveness of learning activities and agrees how learning and development may be improved in the future.
- Demonstrates awareness of individuals learning needs and styles and how to develop education and training to meet these needs.

Service Improvement

Contribute to the improvement of services.

- Draws on knowledge on a range of theories to inform practice. Develops strategies for the management and delivery of care for their specific client group.
- Participates in the development of the department Midwifery Philosophy and the Shared Governance structure of the Trust. The post holder will convey this within their area of practice.
- Acts as a clinical and managerial resource to other clinical areas.
- Supports all members of the department.
- Is aware of financial considerations within the environment and makes judgements to maximise cost effectiveness and cost efficiency.
- Develop skills in accordance with the expanded role relevant to the post holder's clinical area.
- Leads the Maternity Services programs of multidisciplinary audit incorporating action plans for the improvement of clinical practice and care for women.
- Follows up action plans in order to ensure changes in practice are developed in line with the results of auditable standards.
- Develops and/or implements processes of clinical audit using specialist knowledge and judgement in accordance with agreed policies and guidelines.



- In collaboration with medical staff and the wider multidisciplinary team develops specialist programs of audit and directly refers to other health care professionals as appropriate.
- Analyses and assesses complex midwifery problems associated with the specialism, making referrals as required.
- Co-ordinates the activities of the clinical area when required.
- In conjunction with senior colleagues in the interdisciplinary team is aware of the need for change, the implications and is an effective change agent.
- To act as a change agent to facilitate, initiate, manage, and evaluate change to improve quality of patient care.
- Demonstrates, as an expert practitioner, skills in interdisciplinary team working in which the leadership role responds to changing patient needs. Utilise team leadership skills to organise the delivery of patient care.
- Demonstrates the ability to develop and use flexible and innovative approaches to practice, which are appropriate to the needs of the patient group and reflect the aims of the Trust as documented in the pathfinder strategy.
- Interprets and localises health promotion targets to develop achievable action plans for the specialty.
- Participates in the implementation of national standards within own specialist area.
- Acts as a recognised source of information and advice within the CAU/CAG in relation to Specialist Area

Quality

Contribute to improving quality.

- The post holder must at all time work in accordance with The Code (NMC 2021) and Midwives Rules and Standards (NMC 2020).
- Leads in research, audit, and quality initiatives and closely with the Great Expectations Project.
- Participates in the development of evidence-based practice and ensures that clinical practice is based on the latest available clinical evidence to provide optimum patient care.



- Demonstrates knowledge and understanding of the Trust's programme of nursing audit and leads as appropriate in the quality audit cycle.
- Evaluates the quality of own and others work and raises quality issues and related risks with the relevant people.
- Supports the introduction and maintenance of quality systems and processes in own work area.
- Ensures documentation is accurate and up to date and monitors and promotes high standards of nursing documentation within the team.
- Makes informed decisions in the provision of care to the patient group by using knowledge of resource management information.
- As an expert practitioner evaluates the quality of patient care and ensures that the results of 'Great Expectations' evaluation are used to sustain or improve quality of patient care.

Provision of Care to meet health and wellbeing.

Plan delivers and evaluates care to address people's complex health and well-being needs.

- Safely administers prescribed medication and monitors effects.
- Educates patients, relatives, and staff as necessary.
- Ensures patients' views are taken into account in the decision-making process.
- Leads and/or participates in collaborative decision making within the midwifery team.
- Participates in meeting the health education and promotes the needs of patients and carers.
- Promotes the health through co-ordinated activities and programmes with patients, colleagues, and carers where appropriate.
- Ensures that delivery of services within own specialism is done in the most efficient and cost-effective way, organising and managing own working/communication schedules.
- Leads the Audit Committee as co-chair with the lead consultant for audit. Establishes the annual audit programmes.



- Leads on the implementation of continual audit for the key conditions as described in the CNST Maternity Standards.
- Fully analyses the resource issues related to changes in practice and can identify potential problems/opportunities/resistance.
- Creatively re-evaluates resource management processes and usage to produce high-quality, cost-effective care within own specialist area recommending changes in practice/policy to make better use of resources.
- Within the framework of the Trust Clinical Governance Strategy manage the clinical risks associated with developing own and others practise.
- Continuously assesses and monitors risk informed by national/local guidelines and ensures that the processes of identifying hazards, assessing risk and implementing control measures to promote the health and safety of women and babies, staff and the environment are carried out.
- Undertakes appraisals and development for staff who directly report to the clinical specialist.
- Produce an annual report on service activity developments and outcomes.

Information Collection and Analysis

Gather, analyse, and report a limited range of data and information.

- Demonstrates knowledge and understanding of research and development and how this influences midwifery practice.
- Input patient data in the correct form and manner whether this be primary or secondary information onto the supporting computer system.
- Analyse and report information provided through appropriate clinical equipment and act upon this gathered information (e.g., Blood pressure monitoring).
- Maintain the integrity of information using agreed methods and procedures.
- Reports the data/ information clearly in the required format and at the time agreed.
- Demonstrates the ability to use research enquiry and scholarship to plan, implement and evaluate concepts and strategies leading to improvement.
- Improves outcomes of care by participating in approved research and/or consistently applying research findings.



Working conditions

Criteria	Description
Physical	<p>The post holder is required to be competent in using Microsoft office and the internet for the purpose of researching, monitoring activity, effectively communicating, and producing reports and training materials. Must possess advanced keyboard skills.</p> <p>Advanced sensory skills.</p> <p>The post holder may sit at a computer station for prolonged periods of time.</p> <p>There are frequent times when the post holder will be required to sit and/or stand and/or walk.</p>
Emotional	<p>The post holder is likely to be exposed more than once a month to circumstances that are distressing or emotional.</p> <p>The post holder must be able to work successfully under pressure of time and resources.</p> <p>The post holder may have to deal with staff, patients and their families who are angry/upset/tearful.</p>
Working Conditions	<p>Frequent VDU use involving exposure to VDU screens whilst inputting data.</p> <p>The post holder works across sites in acceptable working conditions.</p> <p>Office based but may need to visit a range of clinical and non-clinical settings.</p>
Mental	<p>The post holder requires high levels of concentration at all times as they deal with heavy demands from a variety of sources.</p> <p>The post holder will be frequently interrupted due to the operational nature of the job.</p> <p>The work is often unpredictable, and the hold holder may have to adapt to change in a short time frame and be able to deliver outcomes</p>



Code of Conduct for NHS Managers

As an NHS Manager, you are expected to follow the Code of Conduct for NHS Managers (October 2002). www.nhsemployers.org/. This supports us to develop a sustainable workforce and bring the very best out in people.

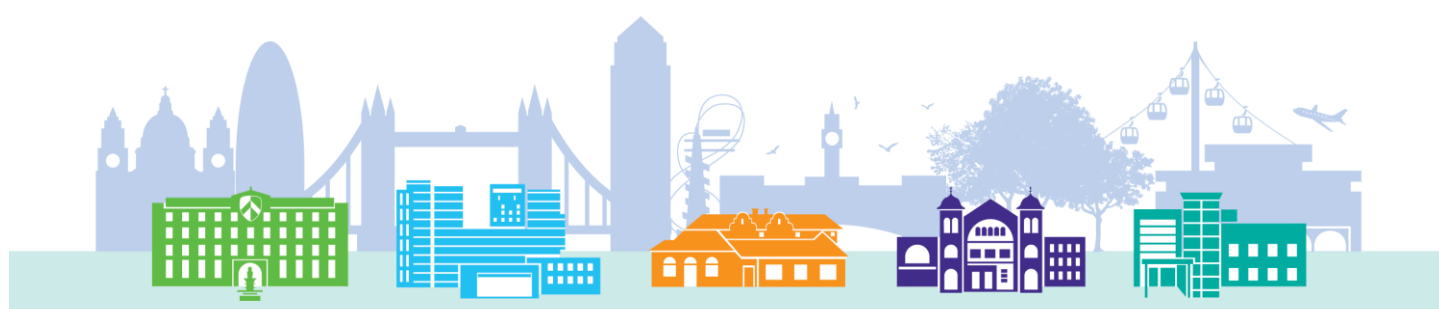
Safeguarding adults and children

Employees must be aware of their responsibility 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 or consultant (October 2002). www.nmc-uk.org/.

Person specification

Post	Audit and Quality Midwife	Band	7
Department / Work Base	Maternity / Whipps Cross University Hospital		

Domain	Essential Criteria	Desirable Criteria
Qualifications	<ul style="list-style-type: none"> Registered Midwife Educated to degree level. Teaching/mentorship qualification Fulfil KSF outline for Band 6 Midwife 	
Experience/ Knowledge	<ul style="list-style-type: none"> Ability to demonstrate significant experience in all midwifery practice. Ability to offer constructive suggestions for service improvement. Experience in carrying out tasks related to evaluating services. Understanding and rising to the challenges in service improvement Ability to lead the Midwifery team in service improvement. Ability to work within set timeframes working to priorities and deadlines. Ability to monitor the quality of own and others work. 	<ul style="list-style-type: none"> Knowledge of current and emerging NHS strategy and policy



	<ul style="list-style-type: none"> • Ability to use and maintain resources efficiently and effectively and encourage others to do so. • Ability to work on the 'Great Expectations' Project Quality Data reports to meet deadlines when required. 	
Skills	<ul style="list-style-type: none"> • Ability to work as part of a multi-disciplinary team. • Excellent interpersonal, managerial, and organisational skills. • Good written and verbal communication skills. • Good computer/ IT skills • Demonstrate clinical leadership skills. • Ability to work both in a team and individually. • Ability to prioritise clinical work effectively. • Ability to record and report back accurately and fully on patient assessments undertaken and risks identified. 	
Personal and people development	<ul style="list-style-type: none"> • Ability to demonstrate enthusiasm towards teaching and sharing knowledge. • Understanding of own Knowledge and Skills Framework and ability to identify learning needs and interests. • Ability to self-reflect, carry out tasks of own job and identify what s/he needs to learn to able to do current job better. • Ability to take an active role in agreed learning activities and keeps a record of them. • Ability to plan allocate and supervise the work of a team. • Ability to delegate authority to people and monitor them against required outcomes. • Ability to assess the work of the team, provide clear constructive 	



	<p>feedback to the team to maintain and improve performance.</p> <ul style="list-style-type: none"> • Demonstrate a greater understanding of learning needs and evidence of facilitation skills. 	
Communication	<ul style="list-style-type: none"> • Ability to work as part of a multi-disciplinary team. • Ability to communicate effectively at all levels across the Department and CAU/CAG/Trust/Organisations • Ability communicates effectively, both written and verbally. • Ability to self-reflect, carry out tasks of own job and identify what s/he needs to learn to able to do current job better. 	

