

Lead Back Care Advisor

GOSH profile

Great Ormond Street Hospital for Children NHS Foundation Trust (GOSH) is a national centre of excellence in the provision of specialist children's health care, currently delivering the widest range of specialist care of any children's hospital in the UK. It is the only specialist Biomedical Research Centre for paediatrics, the largest centre in the UK for children with heart or brain problems, and the largest centre in Europe for children with cancer. It works in partnership with the UCL Institute of Child Health (ICH), part of University College London, and together they form the largest paediatric research and teaching centre in the UK.

The hospital at Great Ormond Street is the only exclusively specialist children's hospital in the UK. It does not have an Accident and Emergency department and only accepts specialist referrals from other hospitals and community services. The population of children served by the hospital is characterised by those with multiple disabilities and/or health problems and rare and congenital (present at birth) conditions. Many children need the help of different specialist teams. Improvements in health care and diagnosis mean that many children have dramatically improved survival rates and more therapeutic options than was the case 10 years ago. Sadly though, many of the children cared for at GOSH still have life threatening or life-limiting conditions.

The hospital receives over 255,000 patient visits (inpatient admissions or outpatient appointments) a year, and carries out approximately 18,800 operations each year.

The hospital has 383 patient beds, including 44 intensive care beds (21 CICU, 15 PICU and 8 NICU). Many of the children and young people on our wards require high dependency care or are classed as ward intensive care, requiring one-to-one nursing.

Around 4,100 full-time and part-time staff work at the hospital. The ICH has around 600 staff. Many senior staff have roles in both organisations.

The hospital has approximately 50 paediatric specialties, the widest range of any hospital in the UK, which uniquely enables it to diagnose and pioneer treatments for children with highly complex, rare or multiple conditions. It has 19 highly specialised national services.

Job title	Lead Back Care Advisor Band 8a
Division	Corporate
Responsible to	Head of Staff Health and Wellbeing
Accountable to	Head of Staff Health and Wellbeing
Type of contract	Permanent
Hours per week	37.5
Location	Great Ormond Street Hospital
Budgetary responsibility	None
Manages	Back Care Advisor

Trust Values and Expected Behaviours

Over 2,000 of our staff, patients and parents have developed a set of Values – Our Always Values. These are the values that should characterise all that we do and our behaviours with our patients and families and each other. Our Always Values are that we are:

Always Welcoming
 Always Helpful
 Always Expert
 Always One Team

These values are extremely important to us and we expect everyone who works at GOSH in any capacity, including employees, bank staff, contractors, agency staff, people who hold honorary contracts, students and volunteers to share and uphold Our Always Values. Each value is underpinned by behavioural standards and employees will be expected to display these behaviours at all times. You can find a full copy of Our Always Values on our intranet.

The Trust also expects that everyone who works here shall act in such a manner as to justify public trust and confidence and to uphold and enhance the good standing and reputation of Great Ormond Street Hospital for Children NHS Foundation Trust. Individuals must therefore at all times carry out their duties with due regard to the Trust's Equality at Work Policy.

Scope of the role

The remit of this role is to lead on Back Care providing moving and handling and ergonomics advice to all staff groups, departments, patients and carers within the hospital on manual handling issues.

To develop a Trust wide strategy for manual handling including relevant Trust policies and guidelines.

To take a strategic lead to increase awareness of how to move people and loads, in clinical and non-clinical areas, in order to minimise the risk of injury in line with legal frameworks and national guidelines.

This will be inclusive of environmental planning, reducing risks through design and equipment installation as required under current legislation.

Responsible for the development and ensuring delivery of training in moving and handling risk assessment and education.

Key working relationships

***Internal:** Learning and Development, Occupational Health, Staff Physiotherapy Service, Human Resources, Health & Safety Team, Risk Management, Redevelopment and Estates, Managers, employees*

Hospital physiotherapists, Occupational therapists, Bio-medical engineering team, Surgical teams

***External:** Company Reps other BCA's, parents, outside agencies, other hospitals and anyone one from all the above categories who work with patients.*

Main duties and responsibilities

Training Responsibilities

- To be responsible for providing expert advice and support to staff at all levels within the Trust on issues relating to moving and handling.
- To lead on the delivery of an effective moving and handling training programme that meets the identified learning needs of GOSH Staff in line with current legal and national guidelines.
- Develop, deliver and evaluate all training programmes and e-learning packages to ensure they are in line with all current best practice, , NHS Skills Framework and all relevant statutory requirements.
- Update the Trust's moving and handling Training Needs Analysis (TNA) in conjunction with the Learning and Development department to maximise the effectiveness of content to meet individual and workplace needs
- To develop and re-establish a link worker system that will enable link workers to implement, monitor and evaluate safe systems of work.
- Organise and lead meetings for link workers on an agreed basis

Clinical Responsibilities

- To ensure a response to urgent requests from clinical staff and participation where appropriate in the handling of patients
- To ensure provision of expert advice where basic methods and equipment have been unsuccessful and recommend the most appropriate action and highlight issues to managers
- To produce recommendations and control measures that will promote safe working practices

- To monitor the effectiveness of training through working with staff in clinical areas; monitoring practice and techniques used and providing further guidance and education.
- To work in conjunction with the staff physiotherapy service to promote a preventative approach to musculoskeletal disorders.
- To ensure support, supervision and education of parents in the use of moving and handling equipment when required
- To develop, implement, audit, monitor and review the Trust moving and handling policy, ensuring compliance with current legislation
- Develop appropriate policies and risk assessment tools to support safer moving and handling (techniques) throughout the Trust
- To investigate and follow up on adverse incidents related to musculoskeletal injuries.
- Use the evaluation of audit findings and root cause analysis of accidents in order to identify trends and recommend measures to address identified needs
- To initiate reviews and audits of key moving and handling equipment to measure clinical outcomes against national standards
- To participate in benchmarking and quality audits
- To provide expert knowledge and advice on new builds, and adaptation of service areas from a moving and handling perspective.
- To work with outside agencies and companies to research and develop product requirements and specifications for new/replacement clinical equipment e.g. beds, cots, hoisting equipment. Arrange trials and evaluate all equipment to determine suitability prior to purchase.
- To maintain an up to date knowledge of moving and handling and ensure this reflects in own practice

Management responsibility

- To provide management guidance and advice to the Assistant Back Care Advisor
- To organise own and the Assistant Back Care Advisor's workload, maximising moving and handling team availability to provide specialist advice to the Trust.
- Undertake mentorship, supervision, and support and leading on any project work as directed by the Head of Staff Health and Wellbeing
- Maintain a data base of all activities and risk assessments undertaken with patients and staff

This job description is intended as an outline of the areas of activity and can be amended in the light of the changing needs of the service and will be reviewed as necessary in conjunction with the post-holder.

Other information

Great Ormond Street Hospital for Children NHS Foundation Trust is a dynamic organisation, therefore changes in the core duties and responsibilities of this role may be required from time to time. These guidelines do not constitute a term or condition of employment.

Confidentiality

On appointment you may be given access to confidential information which must only be disclosed to parties entitled to receive it. Information obtained during the course of employment should not be used for any purpose other than that intended. Unauthorised disclosure of information is a disciplinary offence.

Risk Management

You will be required to ensure that you implement systems and procedures at a local level to fulfill the requirements of the organisation's Risk Management Strategy including local management and resolution of complaints and concerns, management of SUIs/incidents and near misses. Your specific responsibility for risk management will be clarified to you by your manager at your local induction.

Emergency Planning

In accordance with the organisations responsibilities under the Civil Contingencies Act 2004, you may be required to undertake alternative duties as is reasonable directed at alternative locations in the event of and for the duration of a significant internal incident, major incident or flu pandemic.

Human Rights

You are required to comply with the regulations of the Human Rights Act 1998 during the course of your employment.

Sustainable Development

You will be required to demonstrate a personal commitment to the Trust's Sustainable Development Plan and to take personal responsibility for carrying-out your work duties in a way which is compliant with this Plan.

PERSON SPECIFICATION

Evidence for suitability in the role will be measured via a mixture of application form, testing and interview

Essential: **E** Desirable: **D**

Our always values

E	Always welcoming – positive, polite, prompt, responsive
E	Always helpful – respectful, supportive, approachable; caring
E	Always expert – Up-to-date knowledge , strive to provide a quality service, proactive
E	Always one team – informative, mindful, appreciative, open, honest
D	
D	

Skills and abilities

E	Able to communicate well at all levels, developing effective interpersonal relationships with colleagues in the healthcare setting
E	Able to work autonomously and as an effective and active member in a small team
E	Able to organise and prioritise workloads
E	Able to problem solve complex risk assessments demonstrating analytical and judgmental skills
E	Able to analyse moving and handling risks and hazards in relation to clinical and non-clinical environments
E	Demonstrate leadership negotiating and consultation skills including the ability to lead on moving and handling projects/developments in

Education, training and qualifications

E	Diploma or Degree in Allied Health Professions or Nursing (HPC or NMC Registered)
E	Post-graduate education – Diploma in Back Care and Manual Handling or equivalent knowledge and skills
E	Certificate in Education or equivalent
E	
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D	

Knowledge & Experience

E	Experience as a moving and handling advisor in the an acute NHS setting with at least 3 years working in the field
E	Experience of management at a senior level
E	Experience of audits, audit methodologies, and research including the implementation and audit of national and local policy
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E	Experience of dealing with senior clinicians/managers/staff
E	Highly specialised knowledge in Health and Safety legislation and advanced experience of moving and handling risk management

	practice.
E	Flexible and adaptable to changing situations
E	Effective interpersonal and communication skills and able to facilitate a better understanding of moving and handling issues for all levels of staff including senior managers
E	Computer literate with the ability to use IT competencies to maximise efficiency and effectiveness of relevant data systems, software and learning technologies.
D	Teaching/training, front-line and formal assessment skills
D	

E	Highly specialised knowledge and advanced experience of workplace musculoskeletal health issues, current best practice guidelines and healthcare standards
E	Highly specialised knowledge of a wide range of moving and handling equipment including patient handling system and other equipment relating to healthcare environments
E	Knowledge of education and training evaluation methodologies
D	Experience of moving and handling activities specific to the paediatric patient group.
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