



HEALTHCARE MANAGEMENT TRUST

Unit 1 Langdon House, Langdon Road, Swansea SA1 8QY
Telephone: 020 7222 1177 Email: admin@hmt-uk.org
www.hmt-uk.org

Job Title	Head of Nursing (Community)
Department	HMT Central Clinical and Care Team
Reports to (job title)	Executive of Nursing/ AHP's & Acute Care
Direct and Indirect Reports	Yes
Job Grade	Band E

Who we are

At the Healthcare Management Trust, we are obsessed with achieving our **Vision**, *“to be the most innovative and best quality provider of niche health and social care services.”*

Our **Purpose** is, *“to make every contact count, ensuring every resident and patient receives the best possible experience and outcome.*

We aim to provide services which value collaboration and place our residents, patients and people at the heart of all we do. We will always do the right thing for our residents, patients and people.

We will be outwardly connected to the most innovative practices and service offerings in the market. We will do things differently and will be bold with our ambition to change things for the better.

We are passionate about what we do and so are our people. Bringing their most authentic selves to work and seeking joy and fun in what we do.

We will deliver care and clinical interactions compassionately and tailor them to individual needs.”

We achieve this by living our business **Values** each and every day:

- We are **caring**
- We are **enterprising**
- We are **resourceful**
- We are **authentic**
- We are **accountable**

As a result, we are able to give back to the people and communities we serve by delivering on our **Charitable Mission** to, *“Provide quality and innovative care solutions to those with complex needs within marginalized community settings.”*



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What you'll be doing (your job purpose)

- To provide senior Clinical Leadership and Oversight specifically to care homes and HMT community offering
- To lead the implementation and monitoring of the newly developed innovative HMT Clinical and Care Practice Model & Framework.
- To support the delivery of the HMT Strategic Plan Priorities and Initiatives within the care homes, by working across all HMT services to develop and implement an HMT Dementia Strategy which will support the ambition to grow more complex, niche services in a community setting.
- To provide Nursing Clinical and Care Leadership as a key member of the HMT Senior Leadership team, by ensuring that all care home staff captures our commitment to excellence in service, working to defined standards of practice which contributes to our vision and values.

Your key accountabilities and responsibilities

1.	Provide Clinical Leadership and Operational Management to the newly developed Clinical Expert for AHP role
2.	Provide Clinical Leadership relating to defining practice and care standards to the care homes clinical teams, and where deemed appropriate to the hospital clinical teams
3.	Lead for implementation and governance of Clinica and Carel Professional strategy, including HMT Practice Framework, HMT Clinical & Care Model systems and processes
4.	Establishment and governance of a Clinical Leadership of Nursing & AHP Forum
5.	Provide Subject Matter Expertise Ownership of the Clinical & Care Risk Management Policy, documentation in care homes
6.	Contribute to clinical & care risk discussions by attending clinical risk related meetings
7.	Responsible for development, design & delivery of clinical & care risk training in care homes
8.	Oversee the delivery of quality nursing assessments, care plans and interventions in care homes, capturing and measuring resident outcomes and quality of life indicators
9.	Subject Matter Expertise, ownership of the HMT Clinical Supervision Policy, process, tools & templates, oversight & monitoring in practice
10.	Lead the HMT wide Clinical Supervision audit, reporting results to governance committees

Date Choose an item.



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11.	Provide clinical supervision, assistance with appraisals/PDP and advise on professional revalidation to Clinical managers and Clinical Leads in care homes and across HMT if appropriate
12.	Maintain own clinical supervision requirements needed to revalidate NMC registration, undertake practice audits and participate in research activities
13.	Subject Matter Expertise, Ownership of HMT wide Clinical Record Keeping Policy, Audits, Training materials.
14.	Lead the care homes transitions to better use of electronic recording systems for residents documentation including assessments, care plans, medication documents
15.	Lead the Interpretation of HMT wide NICE guidance into clinical practice, develop, implement and monitor policy and process in practice
16.	To undertake corporate responsibility across all HMT services including care homes, hospitals and central teams in reporting, advising on all Safeguarding issues. This will include MCA/DoLs expertise and guidance
17.	Support, advise and guide for practice elements Infection Protection and Prevention in care homes
18.	Support, advise and guide for practice elements on developing resident Clinical & Care Outcomes in care homes
19.	Lead the development & recruitment of new clinical roles to support service model development, retention of current roles in care homes
20.	Act as Lead Investigator for HR competence or conduct issues of clinical colleagues
21.	Work alongside the Head of Patient Safety & Quality Improvement to provide clinical input into all aspects of incident reporting, management, review & analysis of themes & trends, debrief
22.	Work alongside the Head of Learning & Development as a key member of HMT L&D steering group to develop clinical and care competency frameworks, accredited clinical and care training, where appropriate provide coaching and mentorship
23.	Subject Matter Expertise Ownership for Development, Implementation and monitoring of a new HMT wide Dementia Strategy

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Your knowledge, skills and experience	
Extensive clinical and managerial experience of working across a range of health and social care organisations in community settings, including nursing and residential care homes	Essential
Comprehensive expertise in Leading and Managing change and service improvement in a senior nursing role using tools and techniques from a range of proven methodologies	Essential
Experience of researching best practice (nationally, private, and public sector), interpreting its relevance and policy/processes/ practices for inclusion in HMT Clinical and Care models and frameworks	Essential
Extensive knowledge of specialist areas, in particular Safeguarding/MCA/DoLS acquired through post graduate diploma or equivalent experience or training	Essential
Ability to demonstrate compassionate leadership including ability to anticipate and resolve problems before they arise	Essential
Knowledge and experience in building relationships between providers of care in community settings and engaging with other relevant organisations.	Essential
Must be able to prioritise own work effectively and be able to direct activities of others. Ability to make decisions autonomously, when required, on difficult issues, working to tight and often changing timescale	Essential
Experience of managing and motivating a team and reviewing performance of the individuals.	Essential
Willing to engage with and learn from peers, other professionals, and colleagues in the desire to provide or support the most appropriate interventions	Essential
Effective organiser, influencer, and networker, completer finisher	Essential
Will be required to travel within and outside of the HMT service areas	Essential

Your training and qualifications	
Registered Nurse with current NMC registration	Essential
Educated to master's level or equivalent level of experience of working at a senior level in specialist area.	Essential
Leadership or Managerial qualification	Essential
Project Management or Service Improvement qualification	desirable

Date Choose an item.



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The way we do things at HMT (our Behaviours)

**See Appendix 1 attached*

Note: *This job description is an outline of the job, setting out general responsibilities and tasks the job holder may be required to undertake. It is not an entire reflection of the role and you may be required to carry out other duties and responsibilities from time to time. The job description will also be subject to change in-line with the needs of the business.*

Team members will be expected to carry out their duties in line with their terms and conditions and contract of employment, the standards stated in the employee handbook and Health & Safety guidelines and will be required to follow HMT policies and procedures.

We require that mandatory training is current and will expect you to participate and undertake further developmental training specific to the role.

I have received a copy of this Job Description; read it, understood it and agreed to it.

Signed.....

Date.....

Job Holder