



JOB DESCRIPTION

Form
JD1

JOB TITLE: Safeguarding Children
and MASH Practitioner

POST NUMBER:

REPORTS TO (Job Title):

Healthy Child Service Strategic Lead

DEPARTMENT:
Healthy Child Service/Public Health

GRADE: 10

JE REF:

4324

PANEL DATE:

28/01/2020

1. MAIN PURPOSE OF JOB

As a Safeguarding Children Practitioner, the post holder will have a key role in the delivery of the Multi Agency Safeguarding Hub (MASH) function maintaining competency as part of the wider Healthy Child Service Safeguarding Children Team.

Healthy Child Service

The post holder will provide advice and support directly to the Healthy Child Service (HCS) practitioners relating to the safeguarding of children and young people, working collaboratively with partner agencies within Children's Social Care to ensure robust, high quality, timely effective practice to safeguard children. This will include the delivery of training, undertaking supervision and quality audits.

Lead on information sharing, action planning and attendance at Multi Agency Risk Assessment Conferences (MARAC) and Legal processes.

MASH

The post holder will work as part of a multi-agency integrated team contributing their expertise to the safeguarding case management discussions within the MASH, assessing risk factors and safeguarding issues for children and helping identify those services which are best placed to support the children, adults and families concerned.

The Local Authority hold the statutory responsibility for the management of referrals, but the assessment and planning required to inform the outcome of the referral is made by the integrated MASH team of which this post is integral. This type of multi-agency cooperation is a statutory duty of all professionals delivering care to children, young people and their families.

	<p>To enable effective case management discussions in the MASH, the post holder will be</p> <ul style="list-style-type: none"> • Required to engage in discussions with health professionals across the health economy. • Seeking and analysing complex data and sharing information as necessary to safeguard and or promote the welfare of children and vulnerable adults, in line with information sharing agreements.
2.	CORE RESPONSIBILITIES, TASKS & DUTIES:
i	To provide advice, supervision and support to practitioners who have concerns about the welfare of a child or young person, working collaboratively with partner organisations to ensure robust and timely communication and effective practice to safeguard children and young people.
ii	To undertake quality assurance processes to improve the quality of safeguarding referrals into the MASH from the Healthy Child Service.
iii	<p>To write and deliver training packages for health professionals within City of York Council (CYC), that are compliant with the Intercollegiate Document “Safeguarding Children and Young People, Roles and Competencies for Health Care Staff” (2019) and “Working Together to Safeguard Children” (2018), to promote a positive learning environment.</p> <p>Identifying training needs of staff through informal assessment, audit and supervision under the direction of the Lead Practitioner for Safeguarding.</p>
iv	To be the lead for HCS attendance and coordination within the Multi-agency Risk Assessment Conference (MARAC) agenda. Ensure collation of information for MARAC is quality assessed and returned in a timely manner. Act as conduit for information sharing from MARAC back to health staff.
v	To act as a conduit for strategy meetings working collaboratively with CYC social care to ensure information available to the HCS is shared in a timely and lawful manner.
vi	To attend child protection strategy meetings and complex Initial Child Protection Conferences as required. Provide an objective assessment of risk, promote interagency decision-making and facilitate multi-agency working in order to safeguard children.
vii	In exceptional circumstances (if the Specialist Nurse for Children in Care is on unexpected long term absence) support the undertaking of Review Health Assessments for Children In care between ages 5 and 18.
viii	To support interagency decision making with Children’s Social Care (CSC), providing specialist health knowledge and analysis of risk when advising on interventions for individual children and young people.

ix	Participates in Serious Case reviews following the death or serious injury to a child.
x	To have a key role in establishing the health contribution of the MASH.
xi	Identify and collate relevant health information from Primary Care and NHS provider Organisations to add to the multi-agency risk assessments undertaken by the MASH in accordance with the MASH standing operating procedure (SOP) and ISA. Actively participate in the MASH multi-agency risk assessment discussions to support effective safeguarding timely responses.
xii	Will work, liaise and communicate with a range of key professionals in order to contribute to the ongoing development and delivery of services designed to protect children and young people from harm and promote their welfare through safeguarding processes, including MASH
xiii	Record, interpret and present health information and issues that can impact on the risk or needs assessment of children from a range of health perspectives. This may involve disclosing relevant and proportionate information on the parents and/or carers in ensuring the information is processed fairly and proportionally in accordance with the MASH and Health Information Sharing Agreement (ISA).
xiv	Develop and implement data collection systems and MASH protocols/SOPs that will provide accurate and timely data safely and effectively with due regards to the UN Convention for the rights of children, the Children Act 1989,2004 and the Human Rights Act, and also within the bounds of patient confidentiality and the Data Protection Act.
xv	Disseminate and communicate decisions and appropriate health information to relevant health professionals including Primary Care staff, Safeguarding Children Practitioners, Named Nurses and/or Doctor where appropriate and for sharing best practice.
xvi	Escalate evidence of ineffective safeguarding arrangements within or outside of the MASH in accordance with MASH professional disagreement procedures.
xvii	Records appropriate information about health outcomes on the appropriate MASH recording system on a case-by-case basis.
xviii	Ensure the HCS Strategic Lead, Nurse Consultant for Public Health and Designated Nurse (as appropriate) are aware of situations of risk and to work in close co-operation with them to reduce risk.
xix	To challenge constructively in accordance with partnership and MASH professional disagreement procedures the decision making of other agencies if it is believed that such decisions result in a child's safeguarding needs are not being met.
xx	To safely maintain confidential professional records which are accurate, relevant, legible and contemporaneous.

	xxi	Maintain a current professional knowledge base and competency in the required skills of the post. Identify personal development needs and promote own professional development by attending appropriate courses and study days. Participate in the Organisation's PDR and clinical supervision systems.
	xxii	Work at all times in line with Organisational policies and standards, in relation to health and safety, human resources, clinical governance and attend the required regular mandatory training sessions.
3.	<p>SUPERVISION / MANAGEMENT OF PEOPLE</p> <p>Number of staff reporting to jobholder and nature of supervision eg full line management responsibility or day to day supervision of work</p> <p>Direct: none</p> <p>Indirect: Case by case supervisory responsibility for individuals for short term periods for the professional safeguarding supervision for the Healthy Child workforce (approximately 70 CYC employees). Provide support for the HCS peer safeguarding supervisors.</p>	
4.	<p>CREATIVITY & INNOVATION</p> <p>The post holder must be able to work within the complex, changing and challenging national and local context and in line with relevant Safeguarding policies.</p> <p>Work with the Lead Practitioner for Safeguarding to develop a safeguarding supervision strategy fit for the needs of a modern workforce, ensuring effective and inclusive case management.</p> <p>Undertake data collection and complete audit under the leadership of the Lead Practitioner for Safeguarding to enable effective evaluation to facilitate continual service development.</p> <p>The role involves providing safeguarding supervision, training and support to operational staff on a day to day basis with challenging and emotive issues and will need to promote and sometimes challenge and manage potentially contentious and complex changes to working practices and approaches. Reporting to the Lead Practitioner for Safeguarding any concerns or gaps in provision.</p> <p>The post holder will:</p> <ul style="list-style-type: none"> • Work collaboratively with a range of different internal and external stakeholders including statutory, health, social care, commercial and the community and voluntary sector. They must adopt creative approaches to engaging and motivating partners and secure their continued commitment and involvement. • Use influencing and networking skills to establish shared vision and objectives for strategies across all partners. 	

	<p>Interpret national strategies, requirements and guidance and work with the Lead Practitioner in Safeguarding to adapt these for local implementation and make proposals for how these plans contribute to wider corporate and citywide strategy.</p>
<p>5.</p>	<p>CONTACTS & RELATIONSHIPS</p> <p>The post holder is required to maintain constructive relationships with a broad range of internal and external stakeholders including raising awareness of the safeguarding agenda through delivering presentations and training to a wide range of audiences.</p> <p>To promote positive working relationships at all times, ensuring effective communication and care co-ordination with a wide range of multi-disciplinary and inter-agency team members.</p> <p>Establish effective working relationships and networks with all professionals and agencies contributing to safeguarding of children and young people.</p> <p>Provide and receive information in relation to a highly vulnerable client group which is usually highly sensitive, complex, emotionally distressing and which needs an empathetic and reassuring approach as there can be barriers to understanding.</p> <p>The post holder will assist the Lead Practitioner to establish appropriate forums and mechanisms to ensure co-operative working practice between partner organisations and the achievement of local and national targets. This will involve managing potentially significant resistance to change – at both individual and organisational levels.</p> <p>Internal</p> <ul style="list-style-type: none"> • Nurse Consultant, Public Health • Lead Practitioner for Safeguarding • Strategic Lead for the Healthy Child Service • Healthy Child Service Managers • Public Health Specialist Nurses (and team members where appropriate) • Children’s Social Care staff and other appropriate CYC employees • CYC legal advisors • Workforce Development Unit <p>External</p> <ul style="list-style-type: none"> • Primary Care • Designated and Safeguarding professionals from other organisations, as appropriate • York Teaching Hospital NHS Foundation Trust staff • Tees Esk Weir Valley staff

	<ul style="list-style-type: none"> • Leeds and York FT Partnership staff • North Yorkshire Police • Other Local Authorities • Clinical Commissioning Groups (CCGs) • Local Safeguarding Children’s Partnerships and subgroups. <p>The post holder will be required to build effective working relationships with partner organisations and relevant bodies in the statutory and non-statutory sectors to facilitate the multi-agency delivery of safeguarding action. Contact with external partners involves providing consultancy, advice, guidance and information on health related safeguarding matters.</p>
6.	<p>DECISIONS – discretion & consequences</p> <p>The decisions taken in this role will directly impact upon the welfare and protection of vulnerable children and young people.</p> <p>The post holder will record, interpret and present health information and issues that can impact on the risk or needs assessment from children and young people from a range of health perspectives. This may involve disclosing relevant information on the parents or carers in ensuring the information is processed fairly and proportionately.</p> <p>They have responsibility for effective provision and evaluation of the service offer, under the leadership of the Lead Practitioner for Safeguarding, taking action and escalating where necessary. This involves a high level of discretion and accountability on the part of the post holder.</p> <p>Work within recognised parameters referring to national guidance, policies and procedures as necessary, which inform the work of the Healthy Child Service and the CYC Front Door services.</p> <p>Consequences</p> <p>The post holder’s decisions can have both short and long term consequences for York in relation to safeguarding.</p> <p>Progress against agreed local targets is routinely monitored by the Public Health commissioners and CYC Children’s Services Director, and through the internal service plan monitoring process.</p> <p>Actions taken in the context of implementing and evaluating the impact of particular public health strategies are critical in terms of enhancing support to improve the health of the city’s residents whilst maintaining the positive reputation of the council, CCG and other key partners both locally and nationally.</p>

7.	<p>RESOURCES – financial & equipment <i>(Not budget, and <u>not</u> including desktop equipment.)</i></p> <p><u>Description</u> <u>Value</u></p> <p>Post holder is responsible for: NIL</p> <p>Portable IT equipment for delivery of training; Proper use of and safekeeping of a library of training and education resources, which are used across the council and partners.</p>
8.	<p>WORK ENVIRONMENT – work demands, physical demands, working conditions & work context</p> <p>Work demands</p> <ul style="list-style-type: none"> • The jobholder works to both planned and reactive work throughout the year, with minimal supervision, to meet the demands of the team • The jobholder works to tight timescales and deals with conflicting demands, priorities and takes appropriate action to remedy issues as they arise • The post holder must maintain the confidentiality of information about patients, staff and CYC business in accordance with the Data Protection Act 1998 and Caldicott principles. <p>Physical demands</p> <ul style="list-style-type: none"> • The post requires high levels of concentration during meetings, interpreting legislation and policy requirements and prolonged periods at a computer. • Light lifting of equipment and materials when delivering training at different sites and potential long periods of standing when delivering training. <p>Working conditions</p> <ul style="list-style-type: none"> • Normal office environment. • Off-site working at venues in relation to organisation and support of partnership meetings and events, including occasional customer contact <p>Work context</p> <ul style="list-style-type: none"> • Due to the nature of the service the post holder will have to respond to and manage distressing and difficult telephone and face to face conversations, also providing support to other staff during emotionally distressing situations. • The post holder will operate in accordance with Council procedures for

	<p>example the council's health and safety policy, equalities policy and HR policies.</p> <ul style="list-style-type: none"> • The post holder must have robust understanding of information sharing and guidance consent relating to children and adults. • Given the nature of the focus of this role, the work can also be emotionally challenging and will require an ability to demonstrate emotional resilience and a willingness to identify and seek support to manage emotionally difficult situations and to keep safe.
9.	<p>KNOWLEDGE & SKILLS</p> <ul style="list-style-type: none"> • Registered Nurse on part 1 of the Nursing and Midwifery Council (NMC) register (essential) • Hold part 3 NMC registration (Specialist Community Public Health Nurse), as a Health Visitor (desirable but not essential) • Qualification in teaching or ability to demonstrate equivalent experience • Leadership qualification or ability to demonstrate equivalent experience • Safeguarding supervisor experience • Experience of clinical audit • Proficient in use of IT • Ability to produce clear written reports and deliver effectively to a wide audience • Ability to undertake Risk Assessments • Ability to confidently challenge practice, support colleagues and offer practical and safe solutions • Comprehensive knowledge and understanding of Information Governance, professional record keeping requirements, confidentiality and consent • Can demonstrate up to date knowledge, skills and competencies within the multi-agency safeguarding arena • Significant experience working with children and families where there are safeguarding concerns. • Experience of attending complex child protection meetings. • To have experience in facilitating single agency training in Safeguarding Children or related topics. • To have training in and/or experience of delivering safeguarding children supervision. • Understands and applies the principles of The Children Act 1989/2004 • Applies the concept of significant harm to differentiate between Children in Need (s17) and Children in Need of Protection (s47). • Contributes to influencing changes in ethos and practice through the support of staff via education, supervision and assessment of children and families where there are safeguarding concerns. • Applies appropriate models and frameworks that contribute to the recognition of children and families where there are safeguarding children concerns. • High level of communication, written, oral and presentation skills.

- Ability to work independently as well as in a team.
- Experienced in effective multi-agency and partnership working.
- Ability to engage and relate to all levels of staff within the Organisation
- Ability to work in a mentally and emotionally demanding environment dealing with complex and emotive issues with frequent interruption.
- Ability to travel independently.
- Ability to analyse information and make crucial decisions in complex situations.
- Ability to respectfully challenge professionals within health and other agencies regarding safeguarding children decisions where there is conflict.
- Contributes to audit design and leads on agreed audit in own area and utilises audit findings in own practice as a specialist.
- Aware of the process of producing Serious Case Reviews
- Child focussed
- Self-motivated, proactive and innovative
- Strong commitment to safeguarding and promoting the welfare of children and young people
- Understands how their role impacts on the patient journey, and a willingness to place the patient at the centre of what they do.
- Experience of successfully working to deadlines and completing tasks.
- Keen to develop themselves and others, open to new ideas and willing to share their experience with others.
- Takes ownership of problems and does not overly complicate matters or involve colleagues unnecessarily.
- Approachable and able to build relationships with a wide variety of colleagues.

This post requires the post holder to undertake an enhanced – child workforce (with barred list check) criminal record check via the Disclosure and Barring Service.

Ability to converse and provide advice and guidance to members of the public, in spoken English, to Common European Framework of Reference for Languages (CEFR) - level C2 - Mastery or proficiency - Can express him/herself spontaneously at length with a natural conversational flow, avoiding or backtracking around any difficulty so smoothly that the person with whom they are conversing is hardly aware of it. Can understand with ease virtually everything heard or read.

10. Position of Job in Organisation Structure

