

London **MASH** Project

Job description and person specification

Health



Job Title:	Multi-agency Safeguarding Hub (MASH) Health Professional
Band:	Band 7
Responsible to:	Community Named Nurse Child Protection
Accountable to:	Director of Nursing / Executive Lead For Safeguarding Children
Location:	The post holder will be required to work flexibly as part of a MASH co-located integrated Team.

1. **Context**

- The postholder will work as part of a dynamic multi-agency integrated team assessing notifications and referrals regarding children aged 0-18 that are received by the MASH. The MASH process includes searching for and collating health information from a range of NHS providers both locally and further afield. With due regard to patient confidentiality, the MASH professional needs to interpret and share the information that is necessary to safeguard and/or promote the welfare of a child. The MASH has been designed to facilitate information gathering and sharing within a fire-walled environment. The Local Authority hold the statutory responsibility for the management of notifications and referrals, but the decision and planning required to inform the outcome of the notification or referral is made by the integrated MASH team. This type of multi-agency cooperation is a statutory duty of all professionals delivering care to children and families.

The five core elements of a MASH have been agreed by stakeholders as:

1. Providing a single front door for referrals and notifications
 2. Co-location of key partners
 3. Provides a safe confidential environment
 4. Enables analysis of risk or need on a case by case basis
 5. Enables wider victim identification within communities
- #### 2. **Working Relationships & specific health participation**
- The post holder will be part of a colocated multi-agency team including police officers. Social workers and others

- The post holder will be required to maintain constructive relationships with a broad range of internal and external stakeholders and specifically health professionals from a wide range of services and disciplines.
- Through liaison and dialogue identify and collate the relevant health information to add to the multi-agency risk assessment.
- Record, Interpret and present health information and issues that can impact on the risk or needs assessment of child/children 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.
- Develop and implement data collection systems and MASH protocols 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 and 2004 and the Human Rights Act, and also within the bounds of patient confidentiality and the Data Protection Act.
- Explain clearly, and with sound rationale, highly complex safeguarding children information, to a wide range of professionals.
- Participate in the MASH multi-agency risk assessment to inform the case management, advising where necessary and challenging decisions when appropriate.
- Disseminate and communicate decisions and appropriate health information to relevant health professionals including the Named Nurse and/or Doctor where appropriate and for sharing best practice
- Identify service gaps and issues relating to effective clinical pathways and /or cross boundary arrangements. Escalate evidence of ineffective safeguarding arrangements within or outside of the MASH.
- Immediately report to the statutory Named Safeguarding Children Professionals and/or the Executive safeguarding Children Lead when issues require escalation or where the case is of likely to become subject to press or public interest.
- Record appropriate information about health outcomes on the appropriate MASH recording system on a case by case basis
- Assist in the evaluation and analysis of the health contribution to the MASH process
- Participate in relevant internal and external working groups/projects, services and initiatives to provide, information and analytical advice and expertise.

- The job holder will carry out any other duties as may reasonably be required by their line manager.
- The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the Department and the Organisation.

3. Functional Responsibilities

3.1 Professional Leadership

- Contribute to performance improvement of the MASH taking the health lead and for identified areas where agreed by the team
- Provide coordination of and participate in relevant internal and external working groups and provide advice, expertise and support where requested
- Provide relevant and timely advice and reports on the function of the MASH to the named professionals, for inclusion in Safeguarding Children Board Reports
- Undertake audit when required
- Work with members of the MASH Team to investigate the causes of any variance in MASH activity and proactively contribute to the implementation of solutions.
- Proactively participate to identify risks and issues with regards to the functions of the integrated team to facilitate resolution and/or escalation processes.

3.2 Financial and Physical Resources

- Provide regular reporting and monitoring from a value for money perspective.

3.3 Workforce development

- Take a health lead in the coordination of health training, development, and other learning opportunities to ensure a wide understanding of the MASH initiative to encourage succession planning activity.
- Undertake management appraisal, and supervision in a professional health context with the Named Nurse for safeguarding Children, and informally in wider team context with the MASH senior manager.

3.4 Information Management

- Advise on improvements to current safeguarding arrangements through, analysis and audit, reporting and suggesting procedures to enhance the safeguarding decision making processes across the health economy.
- Ensure timely and accurate information analysis and reporting to Trust Named Professionals and senior management on agreed areas of work.

3.5 Research and Development

- Contribute to the development of key MASH performance indicators for the successful assessment of individual and directorate success
- Proactively inform Trust Research and Development activities, collating information about the MAQSH approach, analysing and reporting findings.

4. Operational Responsibilities

4.1 Planning and Organisation

- Contribute to the strategic planning of MASH Team projects, identifying interdependencies across projects/functions and services, potential impacts of MASH activity on wider organisation, resource requirements and building in contingency and adjustments as necessary.
- Contribute to the development of performance and governance strategies and the development and implementation of MASH improvement programmes, in accordance with Trust priorities.
- Contribute to short, medium and long term service developments, for MASH to develop and achieve quality outcomes.

4.2 Policy and Service Development

- Contribute to the review and development of existing information management systems and contribute to the development of an integrated approach to, service or initiative management.
- Develop policies and procedures in own work function with an impact on the wider organisation, as required.

Person Specification

Generic Band 7

Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Factors	Description	Essential	Desirable	Assessment
Knowledge, Training and Experience	Registered Nurse. Registered Community and public Health Nurse (Health Visitor, School Nurse)	√		A/C
	5 years experience of working in the community at 2 years at a senior level	√		A/I
	Educated to degree level in a related child protection subject	√		A/C
	Post-graduate masters degree in a relevant subject area or working towards		√	A/C/I
	Significant experience of successfully operating in a politically sensitive environment	√		A/I
	Evidence of continued professional development in safeguarding children to level 4	√		A/C/I
	Demonstrated experience of co-working in complex and challenging environments	√		A/I
	Experience of managing risks and reporting and escalating concerns	√		A/I
	Experience of holding child protection case load	√		A/I

	Understanding of the public sector	√		A/I
	Understanding of the wider healthcare environment	√		A/I
	Good understanding of IT and community recording systems	√		A/I
	Sound knowledge of NHS safeguarding structure pre and post March 2013	√		A/I
	Sound Knowledge of multi-agency working (children and families)	√		A/I
	Sound Knowledge of legislation and policy, e.g. Children Act 1989, 2004, Data protection, and NHS Confidentiality Guidance	√		A/I
	Experience of assessing risk and need for children	√		A/I
Communication Skills	Ability to prepare and produce concise yet insightful communications for dissemination to partners from a broad range agencies, disciplines and services	√		A/I
Analytical	Ability to analyse very complex issues where material is conflicting and drawn from multiple sources.	√		A/I
	Demonstrated capability to act upon incomplete information, using experience to make inferences and decision making	√		A/I
	Numerate and able to understand complex data combined with good analytical skills	√		A/I
	Able to contribute the health perspective to multi-agency meetings	√		A/I
	Able to challenge decisions and	√		A/I

	articulate rationale effectively			
Planning Skills	Demonstrated capability to plan over short, medium and long-term timeframes and adjust plans accordingly	√		A/I
	Experience of setting up and implementing internal processes and procedures.	√		A/I
Autonomy	Demonstrated capabilities to manage own workload and make informed decisions in the absence of required information, working to tight and often changing timescales	√		A/I
Equality and Diversity	The promotion of equality of opportunity and good working relations (providing practical leadership)	√		A/I
Other	Experience of managing a work-stream without on site direct line management	√		A/I

***Assessment will take place with reference to the following information**

A=Application form

I=Interview

T=Test

C=Certificate

1. Additions to the job description (role specific bullet points)

E.g. for a band 6 HR Advisor additional role specific bullet points may include:

- To advise and work in partnership with all levels of management on disciplinary, grievance and sickness management issues, procedures and best practice, ensuring that matters are resolved effectively and in a timely manner.*

3. Additional person specification requirements (role specific)

E.g. For a band 8B HR Business Partner the additional person specification requirements may be:

Factors	Description	Essential	Desirable	Assessment*
Education / Qualifications	<i>Fully CIPD qualified or equivalent level of experience.</i>	✓		<i>AF</i>
Experience	<i>Significant experience of generalist HR working at a senior level.</i>	✓		<i>AF</i>
Knowledge	<i>A thorough knowledge of employment law and employee relations processes.</i>	✓		<i>AF&IV</i>
*Assessment will take place with reference to the following information A=Application form I=Interview C=Certificate				

As in the relevant generic job description please indicate whether the additional person specification requirements are to be measured via application form, interview or certificate.