

JOB DESCRIPTION APPRENDIX A - ADDITIONAL INFORMATION

One Culture of Care

We operate on an ethos of ‘one culture of care’, where we look after each other with the same care and compassion that we show to our patients, colleague engagement, and creating an open, honest, and inclusive organisation is high on our agenda. Our 4 values supporting One Culture of Care are;

1. *We put the people first*
2. *We go see*
3. *We work together to get results*
4. *We do the must do's*

These values underpin our strategy and our vision, that together we will deliver outstanding compassionate care for our patients and One Culture of Care for our colleagues.

Research and Development

The Trust is committed to delivering outstanding care to our patients, this means providing access to new and novel treatments through our participation in clinical research. We would like all CHFT colleagues to share our ambition to deliver excellent outcomes and compassionate care through research that, not only advances science, but enhances our services, promotes economic growth and ultimately, enhances the health and wellbeing of our population. As such, the Trust’s Research & Clinical Strategies encourages all clinicians, nurses, midwives & Allied Health Professionals (AHP) to embed research in every-day practice and participate in high quality studies, with particular emphasis on work supported by the National Institute for Health Research and industry sponsored trials.

If you become involved in any research activity, you are required to comply with the UK Policy Framework for Health and Social Care Research, Good clinical practice (GCP), internal standard operating procedures (SOPs) and any other regulatory requirements. The UK Policy Framework for Health and Social Care Research can be accessed at <https://www.hra.nhs.uk/planning-and-improving-research/policies-standards-legislation/uk-policy-framework-health-social-care-research/uk-policy-framework-health-and-social-care-research/>. **In brief, it is important to note that research in this context includes, but is not limited to, research to develop standards of patient care and treatment, as part of the Trust’s Research and Clinical Strategies.*

In more detail, research is a process that asks important questions and seeks to answer them through well designed studies and appropriate methodologies. It uses qualitative and quantitative methods, including hypothesis testing. Its aim is to generate new knowledge that may subsequently be useful in improving the effectiveness of healthcare.

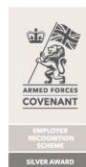
This guidance covers all research and development projects whether internally or externally funded, unfunded (commonly known as own account work) and student research including projects, dissertations, and theses.

You are under an obligation to report any suspected misconduct in research. Any misconduct or breach of the research obligations will be treated as a disciplinary matter and dealt with under the Trust’s disciplinary procedure.

Equality Impact Assessment

CHFT aims to design and implement services, policies and measures that meet the diverse needs of our service, population and workforce, ensuring that none are placed at a disadvantage over others. We therefore aim to ensure that in both employment and services no individual is discriminated against by reason of their gender, gender reassignment, race, disability, age, sexual orientation, religion or religious/philosophical belief, marital status, or civil partnership.

Chair: Helen Hirst
Chief Executive: Brendan Brown



Probationary Periods

All staff new to the Trust are required to undergo a 6-month probationary period (except medical staff and staff on temporary or fixed term contracts for 6 months or less who are subject to separate arrangements). All existing Trust staff transferring internally to a new post within the Trust are required to undergo a modified probationary period of 3 months.

General

Must be eligible to work in the UK.

Ability to work in various locations throughout the network of services provided by Calderdale and Huddersfield NHS Foundation Trust.

Safeguarding

The Trust has in place both a Safeguarding Children Policy and a Safeguarding Adults Policy in line with national legislation. The Safeguarding Policies place a duty upon every employee who has contact with children, families, and adults in their everyday work to safeguard and promote their welfare. If you have concerns about possible harm to any child or adult you should contact your line manager immediately or in their absence your Assistant Divisional Director. Out of hours contact should be made with the on-call manager through switchboard.

The Trust has nominated Safeguarding Leads who act as contact points for support and advice if concerns are raised about a child or adult's welfare. These individuals can be reached through switchboard during office hours by asking for the Named Professionals for Safeguarding Children or Adults respectively.

The policies and procedures described below are located on the intranet and internet site and you should ensure you are aware of, understand and comply with these. In addition, the Trust will publicise and raise awareness of its arrangements and provide appropriate resources and training.

- CHFT Safeguarding Children Policy
- Safeguarding Board Procedures for West Yorkshire www.calderdale-scb.org.uk or www.kirklees.gov.uk/safeguarding
- CHFT Safeguarding Adults Policy
- CHFT Procedure for Managing Allegations Against Staff

Health

Able to fulfil the health requirements of the post as identified in the Job Description, considering any reasonable adjustments recommended by Occupational Health.

Healthcare Associated Infection

Healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene including the 'naked below the elbow' approach, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about the application of practical measures known to be effective in reducing HCAI. The Trust has the responsibility of ensuring that adequate resources are available for you to discharge your responsibilities.

Chair: Helen Hirst
Chief Executive: Brendan Brown

