

## *Scottish Nurses, Midwives and Health Visitors Grading Pack*

### 3 Agreed Definitions

#### *GUIDANCE FOR MANAGEMENT ON INTERPRETATION OF TERMS*

##### *RECOGNISED/RECORDABLE POST-BASIC CERTIFICATE (SCALES D, E AND F)*

*A post-basic certificate that is recordable by the UKCC. The courses which give a recordable certificate can be found in the National Boards' booklets on Outline Curricula. In England and Wales a full list of these courses may be obtained from the appropriate National Board. In Scotland they are contained within the framework of the Continuing Education Report.*

##### *STATEMENT OF COMPETENCE (SCALES E AND F)*

*A statement issued by one of the National Boards. At present, only one such course is offered – in Family Planning.*

##### *EQUIVALENT LEVEL OF SKILL ACQUIRED BY EXPERIENCE (SCALES D, E AND F)*

*A level of skill and knowledge which would make it inappropriate to send the post-holder on a relevant course because he/she possesses all the skills and knowledge which would have been acquired on that course. Where necessary, reference should be made to the syllabus of the relevant course to assess this. The length of time taken to gain the equivalent level of skill and knowledge should not be less than the length of the relevant course.*

##### *DESIGNATED TO TAKE CHARGE REGULARLY (SCALES E AND F)*

*A person who takes charge regularly would need to be rostered to be in charge, when the person with continuing responsibility for the ward is not on duty for periods which amounted to being in charge for an entire shift or more each week. A person who takes charge infrequently and on an ad hoc basis would not meet this criterion.*

##### *A FURTHER REGISTERABLE QUALIFICATION (SCALES E AND F)*

*A qualification which gives entry to one of the eleven parts of the professional Register.*

##### *PRIME CARE PROVIDER (SCALES E AND F)*

*A designated nurse or midwife who is personally responsible for the assessment of nursing or midwifery care needs and the planning and implementation of programmes of care for one or a group of patients/mothers from admission to discharge. This is a 24-hour responsibility even though delivery of care is assigned to another nurse or midwife when the prime care provider is off duty.*

## *Scottish Nurses, Midwives and Health Visitors Grading Pack*

### *LIMITED NURSING OR MIDWIFERY INTERVENTION (SCALE F)*

*The nursing or midwifery care required for those who are fairly independent, requiring little help with activities of daily living and limited technical or psychological care or advice.*

### *CONTINUING RESPONSIBILITY (SCALES F AND G)*

*The post-holder has a responsibility for staffing arrangements on shifts other than the ones on which he/she is on duty and for policies and procedures which operate on the ward whether or not the post-holder is on duty. There will only be one post with continuing responsibility for each ward. This responsibility cannot be shared between 2 posts. (However, this should not preclude the development of job sharing schemes.)*

### *CONTINUING OVERALL RESPONSIBILITY (SCALES H AND I)*

*Continuing overall responsibility applies only to a post carrying responsibility for more than one ward or equivalent sphere of nursing or midwifery care.*

### *CLINICAL SPECIALIST (SCALES G, H AND I)*

*A nurse or midwife or health visitor who has developed an in-depth knowledge of the nursing/midwifery needs and/or care required for a particular patient/client group. The knowledge is such that he/she is able to advise and teach all health care professionals. Only posts which are identified within the employing authority as clinical specialist posts should fall within this definition.*

### *FINANCIAL CONTROL (SCALES H AND I)*

*The post-holder has managerial freedom, within agreed parameters, to authorise expenditure, and is accountable for that expenditure.*

### *DEFINED CASELOAD (SCALE G)*

*A caseload that is suitable for one appropriately qualified nurse/midwife/health visitor to manage. The population within the caseload may be that within a geographical area or GP practice(s), or may be a specific patient/client group. A post which carries continuing responsibility for a defined caseload carries responsibility for ensuring that all the nursing/midwifery/health visiting needs of the caseload drawn from that population are met.*

### *DUTIES SPECIFIC TO A DEFINED CLIENT GROUP IN THE COMMUNITY (SCALE F)*

*Duties undertaken by first-level registered nurses who are not required to hold the District Nursing Certificate or equivalent experience but are required to possess a post-basic certificate in the relevant speciality and who work with a specific client group. Examples include school nurses and family planning nurses.*