

Scottish Nurses, Midwives and Health Visitors Grading Pack

- v. supervises, deploys and develops staff;*
- vi. participates in research and/or equipment testing;*
- vii. is designated as a statutory Supervisor of Midwives;*
- viii. decides composition of skill mix of staff within own sphere of responsibility;*
- ix. has responsibility for selection and appointment of staff;*
- x. has financial control of manpower or physical resources;*
- xi. manages a changing and/or developing service.*

OR

2. The post-holder is responsible for assessing training needs, planning, implementing and evaluating the education and training of students for registration, post-basic qualifications and/or in-service training, in the classroom or in both the classroom and clinical setting.

The post-holder is required to hold a recordable teaching qualification.

OR

3. The post-holder is identified as a clinical specialist within the employing Authority. He/she will normally have direct clinical involvement in, and extensive knowledge of, the defined speciality and evidence of relevant advice and support to, and liaising with, other staff. In addition the post-holder is required to meet the grading indication factors at 1a, 1b, 2b, 3b and 4 plus any 4 factors from 5-12 from the Grading Indication Factors List on the back of this leaflet.

GRADING INDICATION FACTORS FOR CLINICAL SPECIALISTS

Scottish Nurses, Midwives and Health Visitors Grading Pack

1. Advice to Health Care Professionals

a. Provides clinical advice and support in a defined specialty to nurses and/or midwives and/or health visitors.

b. Provides clinical advice and support to other professions within the health care setting and to external agencies concerned with social issues.

2. Advice to Health Authorities

Provides clinical advice in a defined specialty at:

a. Unit or sub-district level

b. District level

Policy Development

Is responsible for developing clinical policies for a defined client population or for a defined specialty at:

a. Unit or sub-district level

b. District level.

3. Makes a specialist contribution to the teaching of all or any of the following groups: nurses, midwives, health visitors, other health care workers.

4. Controls admission to his/her own case list.

5. Refers patients/clients direct to specialists in other professions.

6. Authorises the issue of appliances and/or selects, carries out and/or interprets end results of specific tests.

7. Evaluates equipment and makes recommendations relevant to purchasing policies.

8. Initiates and/or participates in research.

9. Manages/co-ordinates a small team of staff in the same specialty.

10. Is required to provide specialist advice where services are undergoing change and/or development.

11. Has financial control of manpower and/or physical resources.

12. Is designated as a statutory Supervisor of Midwives.

Scottish Nurses, Midwives and Health Visitors Grading Pack

2 Clinical Grading Criteria

CLINICAL GRADING STRUCTURE FOR NURSING AND MIDWIFERY STAFF:
GRADING DEFINITIONS

Scale A

Scale A applies to posts in which the post-holder carries out assigned tasks involving direct care in support of, and supervised by, a registered nurse, midwife or health visitor.

No statutory nursing or midwifery qualifications are required for posts at this level.

Scale B

Scale B applies to posts in which the post-holder carries out assigned tasks involving direct care in support of a registered nurse, midwife or health visitor and:

a. regularly works without supervision for all or most of the shift;

or

b. leads a team of staff at Scale A.

No statutory nursing or midwifery qualifications are required for posts at this level.

Scale C

Scale C applies to posts in which the post-holder provides nursing care under the direction of a registered nurse, midwife or health visitor. The post-holder participates in the assessment of care needs and the implementation of programmes of care. The post-holder may be expected to demonstrate her/his own skills to new or junior members of staff.

The post-holder is normally required to have second level registration.

Scale D

Scale D applies to posts in which the post-holder is responsible for the assessment of care needs and the development of programmes of care, and/or the implementation and evaluation of these programmes. The post-holder is expected to carry out all relevant forms of care without direct supervision and may be required to demonstrate procedures to and supervise qualified and/or unqualified staff.

The post-holder is required to have:

i. first level registration;

or

ii. second level registration plus a recognised post-basic certificate, or to have an equivalent level of skill acquired through experience;

or

iii. second level registration and to supervise the work of other staff.

Scottish Nurses, Midwives and Health Visitors Grading Pack

Scale E

Scale E applies to posts in which:

1. The post-holder is responsible for the assessment of care needs and the development, implementation and evaluation of programmes of care.

AND

a. is expected to carry out all relevant forms of care and is designated to take charge regularly of a ward or equivalent sphere of nursing or midwifery in the absence of the person who has continuing responsibility. The post-holder is expected to supervise junior staff and be able to teach qualified and unqualified staff, including basic and/or post-basic students;

OR

b. is required to have first level registration plus:

i. a further registerable qualification;

or

ii. a recordable post-basic certificate/statement of competence or an equivalent level of skill acquired through experience.

OR

2. The post-holder is required to take responsibility as the prime care provider for one, or a defined group of patients/mothers, in the hospital setting. He/she works with minimal supervision in the assessment of all relevant care needs, the development, implementation and evaluation of programmes of care. The post-holder is able to supervise and teach junior staff including basic and/or post-basic students.

Scale F

Scale F applies to posts in which:

1. The post-holder has continuing responsibility for the management of a ward or equivalent sphere of nursing or midwifery care, including the assessment of care needs, the development, implementation and evaluation of programmes of care, the setting of standards, and the supervision and deployment of staff; where there are no basic or post-basic students and where limited nursing or midwifery intervention is required.

OR

2 The post-holder is responsible for the assessment of care needs, the development, implementation and evaluation of programmes of care, without supervision, and may be required to teach other nursing and non-nursing staff.

The post-holder:

a. is designated to take charge regularly of a ward or equivalent sphere of nursing or midwifery care in the absence of the person who has continuing responsibility and the post-holder is required to have first level registration plus:

i. a further registerable qualification;

Scottish Nurses, Midwives and Health Visitors Grading Pack

or

ii. a recordable post basic certificate/statement of competence, or equivalent level of skill acquired through experience.

or

iii. experience in the post at Scale E.

OR

b. leads a team of staff at Grade E and below;

OR

c. undertakes duties specific to a defined client group in the community;

OR

d. is a prime care provider, who is required to practice clinical skills, developed through experience in, but more advanced than those required for, a post at Scale E.

Scale G

Scale G applies to posts in which:

1. The post-holder carries continuing responsibility for the assessment of care needs, the development, implementation and evaluation of programmes of care, and the setting of standards of care;

AND

a. the management of a ward or equivalent sphere of nursing or midwifery, including the deployment and supervision of staff, and where the teaching of students and/or extensive nursing/midwifery intervention is required.

OR

b. the management of a defined caseload, including liaison with other agencies and where appropriate the supervision, deployment and teaching of staff and/or students.

This scale is the minimum level for district nurses, community psychiatric nurses, community mental handicap nurses with the appropriate qualifications; health visitors, and midwives working in the community.

OR

2. The post-holder is responsible for the management of a caseload or client group within a defined clinical area, including liaison, where appropriate, with other agencies, and the provision of specialist advice within this clinical area.

Scale H

Scale H applies to posts in which:

1. The post-holder carries continuing overall responsibility for the management of more than one ward or equivalent sphere of nursing, midwifery or health visiting care in the hospital and/or community setting, in which the post-holder is required to meet at least 4 of the following criteria:

- i. assesses, develops, implements and evaluates programmes of care;*
- ii. monitors and ensures maintenance of standards of care;*

Scottish Nurses, Midwives and Health Visitors Grading Pack

- iii. provides advice within own clinical area;*
- iv. formulates policies within own sphere;*
- v. supervises, deploys and develops staff;*
- vi. participates in research and/or equipment testing;*
- vii. is designated as a statutory Supervisor of Midwives*

OR

2. The post-holder is concerned, in a clinical setting, with assessing the training needs and the planning implementing and evaluation the education and training of students for registration or for post-basic qualifications, and/or prepares and implements in-service training programmes.

The post-holder is normally required to hold a recordable clinical teaching qualification.

OR

3. The post-holder, in addition to carrying continuing responsibility for a defined caseload, including the setting of standards of care, the assessment of care needs, the development, implementation and evaluation of programmes of care, also carries responsibility for the planning of practical experience for, and the teaching and supervision of, one or more students undertaking training leading to a post-basic statutory or formal qualification.

The post-holder is required to hold the appropriate teaching certificate.

This scale is the minimum level for qualified field work and practical work teachers.

OR

4. The post-holder is identified as a clinical specialist within the employing Authority. He/she will normally have direct clinical involvement in, and extensive knowledge of, the defined specialty with evidence of relevant post-basic study. The post-holder is responsible for providing clinical advice and support to, and liaising with other staff.

In addition, the post-holder is required to meet the grading indication factors at 1a, 2a, 3a plus and 3 factors from 4-12 at the Appendix to this Annex.

Scale I

Applies to post in which:

1. The post-holder carries continuing overall responsibility for the management of more than one ward or equivalent sphere of nursing, midwifery or health visiting care in the hospital and/or community setting in which the post-holder is required to meet at least 7 of the following criteria:

- i. assesses, develops, implements and evaluates programmes of care;*
- ii. monitors and ensures maintenance of standards of care;*
- iii. provides advice both within and outside own professions;*
- iv. formulates policies within own sphere;*