

**Profile Label: Modern Matron Community**

- Job Statement:**
1. Manages and provides leadership for managers, specialist nurses/midwives and other staff in a primary care setting
  2. Ensures patient/client/carer involvement in development of services and promotes better health, social care and medicines management
  3. Provides specialist education and training to other staff
  4. Maintains compliance with, and development of, policies, procedures and guidelines, including case management; co-ordinates care in a community setting

Factor	Relevant Job Information	JE Level	JE Score
<b>1. Communication &amp; Relationship skills</b>	<b>Provide and receive highly complex, sensitive or contentious information; barriers to understanding; present complex, sensitive or contentious information to large groups</b> Communicates service-related information to senior managers, staff, patients, carers, external agencies: requires negotiating, persuasive, motivational, reassurance skills; gives formal presentations	5(a) (b)	45
<b>2. Knowledge, Training &amp; Experience</b>	<b>Highly developed specialist knowledge, underpinned by theory and experience</b> Professional knowledge acquired through degree/diploma supplemented by knowledge of community care management acquired through specialist training, or equivalent community experience, short courses to master's level equivalent	7	196
<b>3. Analytical &amp; Judgement skills</b>	<b>Complex facts or situations requiring analysis, interpretation, comparison of a range of options</b> Skills for analysis of service, patient /client, organisational and case management issues	4	42
<b>4. Planning &amp; Organisational skills</b>	<b>Plan and organise broad range of complex activities, formulates, adjusts plans or strategies</b> Planning of care co-ordination strategies which impact across the service and sector	4	42
<b>5. Physical Skills</b>	<b>Physical skills obtained through practice; developed physical skills; use of tools/ equipment; highly developed physical skills, accuracy important; manipulation of fine tools or materials</b> Driving, keyboard skills/ skills needing accuracy and/ or speed required for relevant professional practice e.g. IV cannulations, injections	2-3(a) (b)	15-27
<b>6. Responsibility for Patient/client care</b>	<b>Provide highly specialised advice concerning care; accountable for delivery of subdivision of service</b> Delivers highly specialised case management advice to the multi disciplinary team across sectors; accountable for service delivery	6(c) (d)	39
<b>7. Responsibility for Policy/Service development</b>	<b>Responsible for policy implementation &amp; development of a service</b> Develops and implements integrated care policies across primary and acute settings	4	32
<b>8. Responsibility for financial and physical resources</b>	<b>Authorised signatory for financial payments; responsible for the purchase of some physical assets; monitors financial assets</b> Signs off expenses; orders supplies; oversees management of budget	3(a) (b) (c)	21
<b>9. Responsibility for Human Resources</b>	<b>Line manager for a single function or department; responsible for the delivery of training and development programmes</b> Manages own staff, including recruitment, development, performance; devises training packages and teaches other groups of staff.	4(a) (b)	32
<b>10. Responsibility for Information Resources</b>	<b>Record personally generated information</b> Updates patient/client records	1	4
<b>11. Responsibility for research &amp; development</b>	<b>Undertake surveys or audits, as necessary to own work; equipment testing</b> Undertakes audits of complaints, clinical incidents; trials of equipment	1	5
<b>12. Freedom to act</b>	<b>General policies, need to establish interpretation</b> Responsible for establishing how policies should be interpreted	5	45
<b>13. Physical effort</b>	<b>Combination of sitting, standing, walking/frequent light effort for short periods; occasional moderate effort for several short periods</b> Light physical effort/effort required for carrying out clinical duties	1-2 (b)(d)	3-7
<b>14. Mental effort</b>	<b>Frequent concentration, work pattern unpredictable</b> Concentration for writing reports, meetings, patient/client assessment, interruptions to deal with service issues	3(a)	12
<b>15. Emotional effort</b>	<b>Frequent distressing/occasional highly distressing or emotional circumstances</b> Care of the terminally ill, conveys unwelcome news/unexpected deaths	3(a)-(b)	18
<b>16. Working conditions</b>	<b>Occasional /frequent unpleasant; occasional highly unpleasant exposure to unpleasant conditions</b> Conditions related to clinical duties	2(a)-3(a) (b)	7-12
<b>JE Score/Band</b>		<b>Band 8A</b>	<b>558-579</b>