

## Job Description

Our vision: To support our local communities by excelling in everything we do together.

<b>Job Title:</b>	Mental Health Practitioner- Triage role / Assessment
<b>Band:</b>	6
<b>Locality:</b>	Specialist Services
<b>Service:</b>	Children and Young Peoples Mental Health Service
<b>Base:</b>	Fylde and Wyre
<b>AfC Ref:</b>	
<b>Hours of work:</b>	37.5

### Reporting Arrangements:

**Managerially accountable to:** Team Leader  
**Professionally accountable to:** Access Hub Service Manager, CYPMHS

### Job Summary

To work as part of a multi-disciplinary team:-

- To take a leadership role in the delivery of high quality service provision that promotes and improves the mental health and well-being of children and young people, their families and carers.
- Within a systemic and holistic framework undertake needs led, evidence based, highly skilled assessments and brief therapeutic interventions to children and young people, their families and carers, who present to the service, including as a result of deliberate self-harm.
- To screen referrals, signpost and offer an assessment to make sure children and young people are accessing the right services in a timely manner.
- To provide a duty function within the team where delegated.
- As part of an integrated CYPMH service, actively liaise and support robust partnership working arrangements between the CYPMH Team and community partners and other key stakeholders involved with the child across agencies in order that an integrated package of care is developed.
- To provide clinical leadership and supervision to less experienced team members and students, and to facilitate a culture of learning and reflective practice.
- Provide timely advice/guidance to families and professionals.
- To work in collaboration with the (service manager / team leader) to support the clinical governance / public health and NHS modernisation agenda.
- To actively contribute to the implementation of the safeguarding agenda within the service, in partnership with the Lancashire Care safeguarding team.

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### **Key Relationships**

- Service Users i.e. children, young people and families / carers
- CYPMH team
- Child Health
- GPs & Primary Health Care Team
- Children's Centres
- Children's Integrated Services including Social Care
- Educational services
- Voluntary or other non-statutory agencies, such as faith, working with young people

### **Key Responsibilities**

#### **CLINICAL LEADERSHIP AND GOVERNANCE**

- Provide clinical leadership and support to other members of the skill mix team.
- To support the team co-ordinator and work with the clinical leadership team in the delivery of the clinical governance, quality improvement and performance management agenda within the team.
- To support integrated working by ensuring members of the skill mix team have a shared understanding of key processes such as common assessment and information sharing and support its implementation within the team.
- Participate in identified quality initiatives to promote the development of the CYPMH team.
- Participate in and facilitate team access to clinical supervision in line with Trust policy.
- To ensure that they and other staff within the team have access to regular child protection supervision.
- Support the clinical governance framework by identifying and responding to own and team training needs.
- To assess risk within own caseload and working environment and implement risk management measures within the scope of professional practice.
- To adhere to and support team members compliance with LSCFT policies in relation to Health and Safety and Infection Control.
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both children, young people and their families/carers and mental health.
- To have in depth knowledge of relevant professional body code of practice, standards and guidance, understand implications for and be able to apply to practice
- To adhere to and facilitate team compliance with all LSCFT policies, procedures and guidelines.

### **Audit, Research and Development**

- Support and actively participate in research and clinical audit as appropriate, in line with LSCFT research governance framework.

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- To establish measurable outcomes for clinical interventions and to actively contribute to Essence of Care/ Clinical benchmarking within the (skill mix) team.
- Ensure that practice is evidence based by initiating literature searches and critical appraisal as appropriate. Work in collaboration with the team leader / manager to facilitate changes in CYPMHS in line with best practice.
- Develop own research awareness skills and support team members to develop their research awareness skills.
- To ensure that public health information and intelligence is used to provide a firm basis for audit, research and development, where appropriate.

### **Management**

- Named practitioner with responsibility for caseload management within a defined caseload for triage, assessment and RISK reviews.
- Assume responsibility for the monitoring of quality and practice standards within the skill mix team, highlighting concerns regarding conduct and performance to the Team co-ordinator in line with LSCFT policy.
- To undertake agreed KSF reviews and personal development planning for members of the skill mix team in accordance with LSCFT policies, delegating this responsibility as appropriate.
- To represent the team on multi agency or professional meetings as required.
- To offer support and guidance to other professionals, through consultation, liaison and advice on issues relating to the child's mental health. Support professionals to improve links between primary and secondary (universal and targeted) services regarding this client group.

### **RESOURCE MANAGEMENT**

- To identify and report gaps in service provision to Team leader.
- To ensure team resources are monitored and used appropriately.
- To ensure that resources, including human, are effectively managed to promote optimum activity whilst providing a high quality service that also provides value for money.
- To support the implementation of policy and service development within the skill mix team.
- To complete timely returns on an individual and team level relating to activity and performance.
- To provide statistical information and participate in the evaluation of the service as required.
- To have available children, young people and their families/carers records in sessions where appropriate

### **STRATEGIC SERVICE DEVELOPMENT**

- To implement and evaluate changes in policy, practice and service delivery to improve care.
- To monitor outcomes and propose changes to working practice in relation to client care/ service delivery.
- To contribute to the review and implementation of Trust policies and procedures in relation to CYPMHS
- To participate in the future planning and evaluation of services.

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- To actively promote and support new ways of working within the CYPHMS / skill mix team, for example.
- To actively support the implementation of relevant Trust public health strategy within the team.
- To maintain new and current ways of working within CYPMHS which may necessitate service development
- To contribute to the provision of data for the service's outcome measures.

### **Communication**

- To provide an effective communication link between the parties identified above.
- Use highly developed interpersonal skills to develop excellent working relations with all parties involved, including young people and their families, so that effective communication is achieved in a manner appropriate to that of the recipient, be it a non-verbal young person through the range to professionals and managers.
- To attend meetings within the teams and other agencies as required or directed by the team co-ordinator.
- To provide written records and data as per trust policy.
- To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans for children, young people and their families/carers on their case load and to monitor progress.
- To work in partnership with the Team leader in ensuring that key partners are kept informed and involved about developments in the service.
- To proactively engage with voluntary and community partners in assessing and meeting the health needs of the defined population.
- Demonstrate competence and make best use of IT systems in order to facilitate and improve service delivery and influence the wider policy agenda.
- To communicate with individuals, families, groups and communities to promote a positive sense of health that enables them to reach their full potential for achievement.
- To maintain contemporaneous clinical records in line with Professional Guidelines and Trusts Clinical Records Policy.

### **Education and Training**

- To receive regular clinical supervision from a suitably qualified clinician and, where appropriate, other senior professional colleagues.
- To provide teaching, training and supervision to other multidisciplinary team members', as appropriate.
- To provide advice, consultation and training to staff in areas of the post holder's competence as required.
- To contribute to the development and maintenance of the highest professional standards of practice, through active participation in CPD training, team meetings and discussions, and development programmes, in consultation with the post holder's professional and service manager(s).
- To be responsible for own continuing professional development and maintaining own professional registration, and any requirements to maintain registration.

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- To participate in the Trusts KSF review process ensuring objectives are met and a personal development plan is maintained and evaluated.
- To undertake mandatory training in line with Trusts Policy and attend updates and study days as appropriate to the post.
- Foster and encourage a learning environment conducive to student education and continuing professional development of the team.
- Work with the CYPMHS Management and Clinical Leadership Team to support skill mix team members to progress their own career development.

## General

- To adhere to relevant Trust, statutory and national policies and procedures.
- To adhere to the local and national frameworks for Child Protection and in particular to the Children Act 2004.
- To comply with all relevant Health and Safety legislation and local policies.
- The post holder must have an ability to travel to a capacity that meets the requirements of the post.
- As the post involves substantial access to children, the Trust is entitled, under arrangements introduced for the protection of children, to check with the police for the existence and content of any criminal convictions or cautions of successful applicants. Any information received will be kept in strict confidence.
- Need to be able to work weekends, bank holidays and unsocial hours as required.

## Person Specification

Our vision: high quality care, in the right place, at the right time, every time.

Description	Essential	Desirable	Assessment
Education/ Qualifications	First level qualification, Registered Nurse (Mental Health or Child) or Qualified Social Worker or Occupational Therapy  Information technology skills sufficient to the undertaking of the post	Information technology skills sufficient to the undertaking of the post	
Knowledge	An ability to think systemically and holistically  Demonstrable Knowledge and skills in evidence based needs led assessments, of highly complex and co-morbid presentations of		

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	<p>children, young people, their families and carers</p> <p>Demonstrable Knowledge and skills in evidence based therapeutic interventions relevant to the needs of this client group</p> <p>Demonstrable ability to communicate to clients, their families and professionals sensitive and often difficult to receive information, using various methods including verbal, non-verbal, written and presentation skills</p> <p>Good knowledge of legislation, acts and developments relevant to the field of child related work.</p>		
Experience	<p>A minimum of 12 months experience of working within Children and Young Peoples Mental Health</p> <p>Demonstrable knowledge and understanding of Child Mental Health</p> <p>Evidence of an ability to effectively manage own workload and able to work autonomously</p> <p>Working within a team and /or multi-agency arenas</p>	Experience of working with young people who deliberately self-harm	
Personal	An ability to be flexible and innovative to adapt to the changing needs of the developing service.		
Other	<p>Criminal records Bureau enhanced clearance</p> <p>An ability to travel to and from various places of work to meet the needs of the post</p> <p>Appropriate level of IT skills to meet the needs of the post.</p>		

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	Post subject to medical clearance  Ability to work weekends, bank holidays and unsocial hours as required.		
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## Our Values & Behaviours

The values and behaviours represent what we as an organisation, and the individuals who make up that organisation, are about. It is our aim that everything we do fits in with, and reinforces, these values:

<b>Values</b>	<b>Behaviors we expect</b>
<b><i>We are always learning</i></b>	<ul style="list-style-type: none"> <li>✓ We seek our opportunities to learn so we are supported to reach our potential</li> <li>✓ We set high standards and are open to change and improvement</li> <li>✓ We value appraisals, supervision and learning opportunities</li> <li>✓ We speak up if we are concerned about safety and focus on opportunities to improve</li> </ul>
<b><i>We are respectful</i></b>	<ul style="list-style-type: none"> <li>✓ We are open and honest, ensuring people receive information in ways they can understand</li> <li>✓ We seek, value and support diverse perspectives, views and experiences</li> <li>✓ We put service users and carers at the heart of everything we do, proactively seeking feedback</li> <li>✓ We take pride in our work and take responsibility for our actions</li> </ul>
<b><i>We are kind</i></b>	<ul style="list-style-type: none"> <li>✓ We are approachable and show compassion</li> <li>✓ We actively listen to what people need and proactively offer our support</li> <li>✓ We pay attention to our own wellbeing and the wellbeing of others</li> <li>✓ We celebrate success and provide feedback that is sincere and genuine</li> </ul>
<b><i>We are a team</i></b>	<ul style="list-style-type: none"> <li>✓ We take personal and team accountability to deliver the highest standards of care</li> <li>✓ We work in active partnership with service users and carers</li> <li>✓ We actively build trusting relationships and take time to celebrate success</li> <li>✓ We work in collaboration with our partners to enable joined up care</li> </ul>

## Special Conditions:

As a member of staff you have:

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- Legal duties and responsibilities under Health & Safety legislation, plus a general duty to work safely and not to put others at risk i.e. colleagues, service users, visitors, as a result of any activity or omission at work.
- A duty to report any practice that you consider compromises standards of risk and health & safety. The Whistle-blowing Policy gives effect to the Public Interest Disclosure Act under which an individual who raises such concerns for unfair treatment is protected.

All Lancashire & South Cumbria NHS Foundation Trust staff employed within all Environments that have contact with service users, their families or systems to support them have a responsibility to safeguard and promote the welfare of children, adults and vulnerable families.

As a member of staff you must:

- All Lancashire & South Cumbria NHS Foundation Trust staff employed within Clinical Environments have contact with children, vulnerable adults, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to Local Safeguarding

Children's Board, Local Safeguarding Adult Board and LSCFT Procedures for Safeguarding and Protecting Children.

- The Trust places great emphasis on the need for the strictest confidentiality in respect of personal data - both that of service users and staff. All information about people will be treated in the strictest confidence at all times. Breaches of confidentiality will be investigated and may lead to Disciplinary action being taken.
- The Trust view its responsibility under the Data Protection Act and the Caldicott Principles as central to all activities that are carried out in its name. Staff are therefore expected to acquaint themselves with the principles of Information Governance, and to complete the mandated training modules that have been agreed."
- The Trust places great importance on sustainable development, reducing their carbon footprint and maximising the positive social, economic and environmental outcomes of Trust actions and activities. As an employee it will be your responsibility to minimise your environmental impact, use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling / redistribution facilities, minimising travel and saving water when possible. If your role involves purchasing / ordering supplies you must consider the environmental / sustainable impacts and purchase optimal environmental / sustainable products / services.

Promoting Equality and Reducing Inequalities

- To understand and uphold organisational policies and principles on the everyday promotion of equality, diversity and inclusion.
- To create an inclusive working environment which values a variety of ideas, experiences and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust and the communities we serve.
- To uphold the Trust's commitment to health and wellbeing

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