



JOB DESCRIPTION / COMPETENCY PROFILE

Job Title	Deputy Manager for Adult Eating Disorders/Specialist Senior Nurse
Pay band/AfC	Band 7
Directorate	CYPS: Specialist Services; Adult Eating Disorders (AED)

My job makes better lives by

Providing individual or group CBT for people who use the AED service. To assist the AEDS therapies department to manage the CBT treatment pathways and facilitate the therapeutic intervention/s. Supporting nurses to update their professional knowledge and skills and providing regular clinical supervision, including CBT and SSCM supervision where appropriate.

Working in close collaboration with the Service Manager, Senior Dietitian, Consultant Psychologist, Consultant Psychiatrists and the Day Care Manager to provide a robust management team

I will support the growth and development of other members of the team whilst supporting the Service Manager and wider Trust to achieve an exemplary service underpinning our visions and values. My role will include providing education, challenging stigma and actively supporting service improvement and development.

I will provide specialist assessment, care planning and treatment to clients with an eating disorder as defined within the Service Specification.

I will competently assess risk and write and review risk management care plans in accordance with national and local guidelines.

Job Overview

NHS Competency	B7
Communication	4
Personal and People Development	3
Health, Safety and Security	4
Service Improvement	4
Quality	4
Equality and Diversity	4
IT Skills	3
Statutory Requirements	
Professional Registration – NMC	

SABP Leadership Competency	
Strategic Leadership	4
People Leadership	4
Performance Leadership	4
Personal Motivation	4
Values	
Treat People Well	
Create Respectful Places	
Involve not Ignore	
Open, Inclusive and Accountable	

For a better life

Qualifications required

- A clinical qualification at Degree level or above in Mental Health Nursing.
- ENB 998 or Mentorship equivalent.
- Registration with NMC is essential.

Experience

- Significant years of clinical experience, two of which in an Eating Disorders Setting.
- Experience of leading clinical practise.
- Working knowledge of Child Protection, Risk Management, Nursing Procedures, CPA, and Adult Protection.
- Supervisory skills.
- Ability to demonstrate through knowledge of relevant legislation & National guidelines such as Health & Safety, Mental Health Act 1983, NSF, Freedom of Information, Clinical Governance and Health Care commission standards, Community Care Act and Care Programme Approach.
- Experience/interest/skill in specialist work e.g. CBT,
- Use of models of care
- Working knowledge of roles and disciplines within the primary and secondary care setting and relevant agencies

Suitable for someone who

This role requires a high level of skill in clinical assessment, crisis management, risk management, safeguarding and liaison with other agencies, professional and voluntary. The role requires the ability to operate with a high degree of professional autonomy but work collaboratively with other members of the team and wider network to formulate and treat children, adolescents and their families.

Key Responsibilities

- Responsible for a defined caseload within the team. Using specialist Eating Disorder and Mental Health knowledge and skills, carry out individual assessment, plan and formulate a range of interventions and treatment options within care plans, implement and evaluate packages of care.
- Undertake the task of care coordinator/ lead professional, organise CPA review meetings, discharge planning meetings involving service users, their carers, other professionals and agencies, attend inpatient reviews and act as client advocate if necessary.
- Facilitate the development and use of care pathways including the Physical Health Pathways by the multi-disciplinary team.
- Act as a support and specialist advisor to GPs and primary care colleagues as appropriate.

- To facilitate and develop with Primary Care Staff, joint education and training programmes of mental health issues in primary care.
- To be part of the Senior Staff Group and attend relevant regular meetings as scheduled.
- Ensure that effective communication systems exist between the team and Primary Care.
- Ensure information is collected in such a way that it conforms to the Trust's and Social Care quality data required.
- To act as mentor or delegate appropriate mentor for nurses from other clinical areas wishing to gain experience in Team.

Education / Research / Audit

The post holder will:

- Act as a health educator for patients, relatives, carers and staff. Advise on issues of physical and mental health so as to engender a positive approach to health and strengthen the patient's capacity to manage her/his illness, symptoms and crises.
- Implement and participate in orientation and induction programmes for all new staff.
- Facilitate students to achieve nursing competencies relevant to the outcomes for their placement, both in preliminary and post basic training.
- Be responsible for creating an environment which is conducive to learning and development.
- Facilitate and participate in continuing education programmes to enhance the services offered to clients and staff.
- Be responsible for identifying her/his own training and developmental needs in consultation with their Professional Supervisor and line manager.
- Identify opportunities for research and lead in audit activities which contribute to the development and operation of the service, drawing these to the attention of the Service Manager. Participate in research activities within own care area, evaluating and monitoring outcomes to improve nursing practise.
- Be responsible for developing, implementing and monitoring standards of nursing care within the service and ensuring that they comply with the Nursing and Midwifery Council's Code of Professional Conduct, the curriculum of Universities whose students undertake placements with the service.
- Ensure through liaison with the Universities, that the learning objectives agreed for student placements with the service reflect both the training needs of students and

Specialist Senior Nurse/Deputy Manager – AEDS

the particular experience the service offers. Conduct educational audit of clinical placement area with Tutor representative from the University.

- Liaise with the Clinical Placement Facilitator to organise student nurses placement to the service areas.
- Ensure systems are in place so that students undertaking a placement with the service have learning objectives that reflect the opportunities the service offers for their development. The post holder will also be responsible for that rigorous supervision and assessment processes are in place for students on placement with the team.
- Participate in research/evaluation within her/his own level of competence that is consistent with service delivery aims and the Trust's Research and Development Strategy.

Management

The post holder will:

- Ensure that nurses within own care area maintain a sensible workload, the needs of which can be safely met within the time available, through supervision.
- Ensure that effective communication systems exist between all disciplines within the Team and between and GP Practices.
- Participate in and lead meetings as appropriate.
- Report all complaints and/or incidents relating to patients, relatives and/or staff within area as directed in accordance with the Trust's Complaints Procedure, and ensure the Service Manager is informed. To co-operate with any investigations carried out.
- Maintain and update statistical information and submit appropriate returns as required.
- Promote effective liaison with all statutory and voluntary agencies concerned with Eating Disorders/ Mental Health,
- Actively contribute to the development and review of Policies and Procedures based upon best practice/evidence to aid the development and efficient functioning of the Eating disorders Service
- Participate in the recruitment and selection of nursing staff for the service.
- Participate in the appraisal, staff performance management and other monitoring systems used within the service area.
- Deputise for the Service Manager as required in all areas detailed above.

- Promote the principles of Improving Working Lives amongst team members ensuring fairness and equity.
- To undertake other duties as requested by Service Manager which contributes to the development of the service.
- Provide and receive regular CBT supervision in concordance with therapeutic guidance

Professional

The post holder will:

- Discharge professional responsibilities under the Mental Health Act 1983, other legislations and CPA Policy.
- Comply with and adhere to the Professional Code of Conduct as outlined by the Nursing & Midwifery Council and other appropriate professional practice guidelines.
- Provide professional nursing advice to other Team members and to the Service Manager
- Act as a positive role model for colleagues/others in relation to personal / professional conduct and practice.
- Ensure that all policies and procedures relevant to the service area are implemented and complied with.
- Ensure that full regard is taken to promote dignity, individuality, self-esteem and well-being of patients and of their relatives or carers.
- Be accountable for her/his practice and take every reasonable opportunity to sustain and improve their knowledge and professional competence and that of the Team.
- Be responsible for promoting and safeguarding the well being and interest of patients of the team, ensuring that by no act or omission on their part, the patient's welfare or safety is placed at risk.
- Act as an advocate and promote self advocacy for patients and their carers.
- Have due regard to the workload of and the pressure on colleagues, and take appropriate action if these are thought to be such as to endanger safe standards of practice.
- Ensure that nursing practice is based on current knowledge and is evidence based.
- Participate in professional nursing activities as requested and appropriate

General

- All staff will have a sound awareness of Safeguarding issues and be clear about their respective roles and responsibilities to report, respond to and share information in relation to Safeguarding Adults, Safeguarding Children, Domestic Abuse and Public Protection.
- All staff will have a knowledge of and adhere to the Data Protection Act and will not disclose to any person or organisation, any confidential information that comes into their possession in the course of their employment.
- To fully participate in the Trust's performance review and personal development planning process on an annual basis.
- Undertake training as necessary in line with the development of the post and as agreed with line manager as part of the personal development planning process.
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To contribute positively to the effectiveness and efficiency of the teams in which he/she works.
- To undertake any other duties at the request of the line manager which are commensurate with the role, including project work, internal job rotation and absence cover.
- To contribute to a healthy and safe working environment by adhering to health and safety regulations and Trust policies.
- To contribute to the prevention and control of health care associated infection by adhering to Trust policies and guidelines.
- Surrey & Borders Partnership NHS Foundation Trust is committed to valuing and promoting diversity in employment, service delivery practices and its' general environment. An expectation of all leadership posts within the Trust is that each individual will take responsibility for promoting open, inclusive and accessible service provision, staff development and a culture that values and respects difference.

Employees must:

- Cooperate with the Trust and its officers in implementing the requirements of the Health & Safety at Work etc Act 1974.
- Take reasonable care of their own health, safety & welfare.
- Refrain from doing anything which may constitute an unacceptable health & safety risk to themselves or others.
- Report any defective equipment, unsafe situations or practices immediately to the responsible manager.

Clinical

- Skills in developing programmes of care for a defined caseload of patients who have Moderate to severe Eating Disorders
- Manage and care coordinate a defined case load
- Nursing Process skills: Assessment, planning, implementation and evaluation of care for a defined caseload of those with
- Ability to work with other agencies to formulate care packages to meet service users needs.
- Evidence of professional and clinical knowledge acquired through specialist short courses, mandatory training, and self study.
- Experience in implementing nursing/ clinical procedures including
- Provide CBT treatment in conjunction with NICE guidance
- Experience in the clinical assessment of physical, psychological and social needs.
- Clear understanding of physical risks found in people with eating disorders and the knowledge and skills to manage these

Skills

Communication/ relationship

- Able to give and receive highly complex information on a regular basis
- Able to demonstrate effective negotiating and persuasion skills to engage clients in their therapeutic programme.
- Good written and oral communication skills.
- Able to present information to various groups of professionals and service users/ carers.
- Teaching skills.

Analytical/ judgmental

- Ability to analyse, interpret and compare a range of options when dealing with patients and staff.
- Able to make decision and provide specialised advice on clinical matters within field of Eating Disorders

Planning/ organisational

- Ability to arrange and co-ordinate Multi-Disciplinary Team Case Conferences, CPA Review Meetings and Discharge Planning Meetings.
- Ability to organise own diary effectively.
- Good time management skills.

<p>Physical</p> <ul style="list-style-type: none"> • Driving skills – Able to be mobile around various sites within the Trust.. • Ability to move and handle lightweight load.
<p>Information Management & Technology</p>
<ul style="list-style-type: none"> • Basic IT skills including the ability to use a computer, mouse, access software & use peripheral hardware, e.g. printers • Able to use Trust Email system
<p>Abilities</p>
<p>Mental</p> <ul style="list-style-type: none"> • To work with people who may become abusive, threatening, physically violent and display anti-social behaviour and address and manage risk • To address risks in dealing with patients under the influence of alcohol and drugs and who have forensic history • To take action in response to child neglect and abuse, vulnerable adults and domestic violence • To treat and manage patients who express suicidal intent on an ongoing basis • To work with emotionally distressed patients and families who may come abusive. Assess and manage efficiently. • Support relatives in difficult circumstances • Able to concentrate for long periods when assessing patients
<p>Emotional</p> <ul style="list-style-type: none"> • To work with emotionally distressed patients and families. • To work with and manage patients who self- harm. • To work with and manage patients who have harmed others. • Exposure to crisis and stressful situations. • Impart distressing information regarding diagnosis and prognosis to patients and carers. • Support patients with deteriorating and life- threatening conditions. • To offer support and guidance to front line staff as required.

Working conditions

- Carry out assessments and treatments in a variety of settings.
- Possible exposure to bodily fluids, i.e., urine, vomit, blood.
- Exposure to noise, dirt and infestations.
- Possible exposure to blood borne diseases, example HIV and Hepatitis C.
- Car driver.

The AED Service is a dynamic service in a rapidly changing environment and whilst this Job Description represents the range of duties required by the Post Holder, it should not be seen as an inflexible statement. It may be subject to review and modification according to service needs.