



Positive behaviour, Autism, Learning disability, Mental health Service

All staff uphold and promote our Trust vision and values

Our Vision

We put our patients, their families, and carers at the centre of our simple vision:



Our Values

Innovative	<i>We seek new ideas and adopt best practice to improve our services</i>
Caring	<i>We show kindness and consideration for others</i>
Agile	<i>We deal with new situations quickly</i>

JOB DESCRIPTION

Job title: Senior Community Nurse (RNLD/RNMH)

Band: 7

Location / Work Base: Across Hertfordshire

Business Unit / Department: Children's Specialist Service

Reporting to: PALMS line manager and supervisor

PALMS

PALMS (Positive behaviour, Autism, learning disability, Mental health Service) works across Hertfordshire providing a specialist multi-disciplinary approach. PALMS is a CAMHS commissioned service which offers individually tailored support for children and young people (CYP), aged 0-18 who have a global learning disability and/or Autistic Spectrum Disorder, helping families to manage challenging behaviour, toileting, feeding and sleeping concerns which have not benefitted from community interventions and/or to support mental health needs which cannot be met with reasonable adjustment by other CAMHS services. Additionally, PALMS also supports problematic sexualised behaviours. Interventions include workshops, groups, individual therapy, and therapeutic work with parents/carers/siblings. PALMS aims to keep children and young people with their families within Hertfordshire thereby improving outcomes for all family members.

The post holder will work collaboratively with all members of PALMS to develop the Intensive Intervention Team. The current team in PALMS includes 46 members of staff including Administrators, Assistant PALMS Practitioners, Assistant Psychologists, Clinical Leads, Clinical Psychologists, Consultant Psychiatrists, Learning Disability Nurses, Mental health Nurses, Nursing Assistants, Outreach Workers, Mental Health Practitioners, Positive Behaviour Analysts

and Speech and Language Therapists led by the Service Lead to provide a tailored approach to the PALMS' CYP and their families. PALMS principally deliver a flexible service between 7am and 7pm weekdays but can also work outside these hours. This is undertaken according to need and role in a planned way. For example, for a full-time worker this equates to flexibly working 37.5 across the working week.

In addition to the core service offer, PALMS have been awarded additional funding to support CYP experiencing an escalation in their needs and this role is part of this new Intensive Intervention Team.

The PALMS' Intensive Intervention Team (IIT)

The PALMS' IIT includes an Administrator, Clinical Psychologist, Consultant Psychiatrist, Outreach Workers, Mental Health Practitioners, and a Specialist Positive Behaviour Analyst. This MDT work together and in collaboration with the wider PALMS' MDT to support CYP at significant risk of being placed out of county and/or requiring an inpatient bed. The team offer input to up to 350 CYP per annum by: triaging calls; undertaking risk assessments; supporting CYP/Parents/Carers in distress; liaising with the CYP's wider support network; managing immediate safeguarding; referring on to other providers/support services; and undertaking urgent and immediate assessment of need. These elements of the service will be available Monday – Friday 8.30am – 6.30pm.

In addition, the IIT provides an intensive package of support to up to 80 CYP per annum. The intensive package of support is tailored to the CYP and their family and involves 8 weeks of intervention. The evidence highlights that these interventions require a minimum of 8 hours per week, and up to 15 hours per week from the team to: reduce and manage the risks; enable full understanding of needs; support the presentation; and prevent escalation. This will involve family and individual sessions, observations and PBS support which could include group support. These elements of the service will be available Monday – Friday 8.30am – 9pm as required.

This intensive intervention MDT will work in collaboration with the wider PALMS' MDT to support these CYP as well as working with colleagues in the existing Hertfordshire crisis service C-CATT (CAMHS Crisis Assessment and Treatment Team). C-CATT will continue to respond to CYP experiencing crisis out of hours.

Alongside supporting these CYP and their families, the work of the team will provide decision makers with evidence informed options and clear recommendation for developing and delivering an effective multiagency intensive intervention service that is responsive to needs within Hertfordshire and which fully meets the vision of the long-term plan. The outcome of the model will enable the family to stay together within a new environment in which, for example, additional skills and effective and sustainable strategies are utilised. The team will be embedded within PALMS enabling a high-quality seamless service for the families with the ability to be stepped down to one of the PALMS existing pathways as required.

In addition to the above service PALMS also hosts a Mental Health Support Team for SEN Schools across Hertfordshire and West Essex.

The SEN MHST

The MHST delivers evidence-based interventions supporting emotional wellbeing, primarily in an educational setting. This includes group interventions, individual interventions, consultation, and training and incorporates full assessments of care needs and risk assessments. The ultimate aim of the MHST is to support a whole school approach to develop, build, and support emotional wellbeing.

The SEN MHST is hosted by PALMS and is the only MHST nationally that is solely working with the SEN population. PALMS therefore are active in supporting the National Team regarding the training, skills, job roles, models and approaches required of MHSTs to support the population. The service is principally available Monday to Friday 8.30am – 6pm.

JOB PURPOSE SUMMARY

- To support in making a difference to CYP and their families by working in partnership and to support them in achieving positive outcomes.
- To work closely with PALMS Nursing and Psychiatry team to lead the running of review clinics which could include physical health interventions, medication management support and nurse prescribing, all within clear guidance and protocols. Adhering to STOMP/STAMP and other national guidance.
- To provide a qualified highly specialist community service to CYP with learning disabilities and/or an autistic spectrum disorder who present with challenging behaviour, toileting, feeding, sleeping concerns, and problematic sexualised behaviour, and/or mental health difficulties, and to their families across all sectors of care.
- To provide an in depth nursing knowledge about the impact of physical health needs on the current difficulties that are within the remit of PALMS, including input around food/fluid intake, toileting presentations, biology of sleep etc.
- To provide specialty assessment and intervention in collaboration with colleagues as appropriate.
- To provide a comprehensive screening and triage service to CYP and their referrers resulting in safe and appropriate clinical decisions and appropriate intervention.
- To undertake priority assessments, as appropriate, related to difficulties within the PALMS' remit, to determine the needs of the CYP.
- To function as an effective member of the multi-disciplinary PALMS team, and to work as an autonomous PALMS' clinician providing specialist, holistic and generic assessment and intervention, when appropriate, with CYP and families.
- To work independently according to a plan agreed with the PALMS Clinical and Service Leads and within the overall framework of the team's policies and procedures.
- To provide clinical supervision and line management to other PALMS colleagues as appropriate.
- To establish effective and mutually respectful working relationships with care providers on the CYP's pathway including Child & Adolescent Mental Health Services, Child Development Centres, Social Care and Education.

- To exercise responsibility for the systematic governance for their practice within the service.
- To undertake clinically related administration, conduct audits and research projects, collect and analyse service data, develop databases, and to participate in teaching and project work.
- To actively contribute to the development of the service.

MAIN DUTIES and RESPONSIBILITIES:

Operational Delivery and CYP Clinical Care

- To prepare assessments, intervention/review reports and discharge To provide highly developed specialist assessments of CYP referred to the PALMS Team based upon appropriate use, interpretation and integration of complex data from a variety of sources including semi-structured interviews with CYP, family members and others involved in the CYP's care, self-reports measures, rating scales and direct & indirect structured observations
- To formulate and implement plans for the formal intervention and/or management of CYP presenting difficulties, including challenging behaviours, toileting, feeding, sleeping concerns, problematic sexualized behaviour, and/or mental health difficulties; based upon an appropriate conceptual framework of the CYP's needs and employing methods based upon evidence of efficacy, across the full range of care settings and with other colleagues and services as appropriate
- To be responsible for a small complex caseload whilst working alongside a multi-disciplinary team to provide a coordinated and integrated individualised care package to children and young people.
- To provide specialist advice, guidance and consultation to others.
- To be able to assess and develop pathways of care to meet the complex needs of the PALMS' population.
- To act as care coordinator, where appropriate, ensuring provision of a care package appropriate for the CYP's needs, taking responsibility for initiating planning and review of the CYP's care, including the CYP, their family/carer, referring agents and others involved in the network of care.
- To help set-up, develop and Lead PALMS STOMP/STAMP clinics demonstrating the ability to work as an autonomous and MDT specialist practitioner in relation to the specialist area which will include the reading and recording of the clinical observations of each child and the ongoing assessment of the effectiveness of treatment packages.
- To Lead the PALMS nursing forum.
- To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and development processes that have shaped the individual, family or family group.
- To exercise autonomous professional responsibility for the intervention and discharge of CYP ensuring appropriate assessment, formulation and interventions, communicating with referrers and others involved with the care on a regular basis.
- To oversee transition arrangements between services to ensure CYP receive seamless care with the support of the clinical leads, transition arrangements between

services via Hertfordshire's Trusted Assessment and Integration Working Pathways, to ensure CYP receive seamless care.

- To plan and to lead workshops and therapeutic groups with CYP and families.
- To be aware of and to feedback to the PALMS team the evidence base and current research specific to ways of working within the nursing field.
- To communicate in skilled and sensitive manner information concerning the assessment, formulation and treatment plans of CYP under their care and to monitor progress during the course of both uni and multi-disciplinary care.
- To support a comprehensive screening and triage service to CYP and their referrers resulting in safe and appropriate clinical decisions and appropriate intervention.
- Timely and effective triaging of all referrals adhering to the service specification, pathways and protocols to support clinical decisions.
- To be a point of contact for referrers and the families who access, or enquire about accessing PALMS following agreed protocols and guidelines and utilising effective communication skills. The calls can include assessing risk and the priority of the referral.
- Ensure that sufficient, accurate and appropriate information is gathered in order to direct the referral to the most appropriate pathway.
- Use professional judgement and skills to assess level of need and urgency, as well as obtaining further information as required, determining appropriate outcome including monitoring and recording expected outcomes. Agreed pathways and protocols will be used to support clinical decisions.
- To be a point of contact for team members to discuss clinical queries that cannot wait until supervision or peer reflection.
- To support undertaking priority assessments where appropriate, related to difficulties within the PALMS' remit, to determine the needs of the CYP, including whether it is safe for them to return to their home in a variety of settings
- To undertake risk assessment and implement risk management plans for CYP and provide advice to other professionals on aspects of risk assessment and risk management. To implement agreed aspects of the risk assessment plans in conjunction with PALMS' colleagues, wider network, CYP and their families taking in to account safeguarding concerns.
- To take into account issues of parental responsibility when undertaking assessment/consultation/intervention with CYP.

Communication and Relationship Building

- The post holder will be required to establish communication networks with a wide and cross organisational group of professionals, associated agencies and CYP and families.
- In particular the post holder shall develop effective and mutually respectful relationship with: - members of the multidisciplinary child development team (paediatricians, school nurses, health visitors, allied health professionals and associated disciplines); associated agencies responsible for a CYP's care i.e. health, education, social care, voluntary sector; members of the Child and Adolescent Mental Health Services (CAMHS) and adult learning disability service for transition planning.
- To communicate in skilled and sensitive manner information concerning the assessment, formulation and treatment plans of CYP under their care.

- To offer consultation and training to a range of services to support the needs of CYP who have Autism and/or Learning Disability.
- To provide specialist advice, guidance and consultation to other professionals contributing directly to the formulation, diagnosis and treatment plan.
- To represent PALMS and the postholder's profession and attend relevant meetings and professional activities.

Education and Training

- To contribute to the development and maintenance of the highest professional standards of practice, through active participation in internal and external continuing professional development training and development programmes, in consultation with the PALMS Clinical and Service Leads.
- To participate in regular clinical and managerial supervision in accordance with NMC and Trust guidelines, maintaining active engagement with current developments in the field of nursing and related disciplines.
- Maintain active status on NMC register
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific population and mental health.
- To participate fully in multidisciplinary team meeting and activities as appropriate.
- To participate in teaching/training and other continuing professional development activities.
- Post holder should assess, in discussion with their line-manager, their own professional training needs.

Service Development and Improvement

- To assist in the design and implementation of service development projects as required.
- To actively contribute to the development of the service particularly evaluating the needs of the PALMS' population.
- To attend meetings in which service developments are planned and discussed.
- To propose and implement policies/guidelines within the service in conjunction with PALMS Clinical and Service Leads.
- To alert the Service Lead on aspects of the service where clinical and/or organisational matters need addressing.
- To contribute to the development, evaluation and monitoring of the team's operational policies and participate in the development of high quality, responsive and accessible services.
- To authorise risk assessments for lone workers as appropriate.
- To utilise theory, evidenced based literature and research to support evidence based practice in individual work and work with other team members.
- To work with the PALMS' Leadership team on service policy development and review.
- To make informed contributions on local and divisional policy affecting service development.
- To contribute to the development, evaluation and monitoring of the team's operational

policies and participate in the development of high quality, responsive and accessible services.

- To undertake data collection, analysis, production of reports and summaries using IT and statistical programmes where required.

Management and Leadership

- To be responsible for providing clinical supervision and professional support and guidance as required to members of the PALMS team.
- To line manage members of the PALMS team.
- To provide advice, consultation and training to staff working with the PALMS' population across a range of agencies and settings, where appropriate.
- To participate in recruitment of new staff as required

Information Management

- To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of registered bodies and Trust policies and procedures.
- To update PALMS databases and/or spreadsheets as appropriate in order to monitor clinical outcomes.

Finance and Resource Management

- Responsible to Service Lead for effective and efficient use of available resources.
- Responsible to Service Lead for identification of resource issues affecting service delivery.

Research and Development

- To utilise theory, evidenced based literature and research to support evidence based practice in individual work and work with other team members.
- To undertake appropriate research and provide research advice to other staff undertaking research,
- To undertake project management, including complex audit and service evaluation, with colleagues within the service to help develop service provision.

General

- To undertake specific administrative duties as required.
- To perform other duties of a similar kind appropriate to the grade, that may be required from time to time by the PALMS' Service Lead.
- To work flexibly and respond positively to changing service needs.

Freedom to Act:

- To exercise autonomous professional responsibility for the treatment and discharge of CYP ensuring appropriate assessment, formulation and interventions, communicating with referrers and others involved with the care on a regular basis.

Physical effort	The post-holder will be required to travel across county for service duties, as necessary and service development; for this purpose, the post-holder should have access to & be licensed to drive an appropriate mode of transport
Mental effort	The post-holder will be required to plan and organise complex activities requiring formulation, action planning and strategic thinking. The post-holder will be required to exercise judgement when presented with highly complex facts requiring an analysis and interpretation. The post-holder will be required to contain and work with organisational stress and ability stress of others. The post-holder will be required to maintain intense concentration whilst engaged with CYP and CYP's family.
Emotional effort	The post-holder will experience working with CYP presenting with the full range of clinical severity and will need to exercise a high degree of professionalism in the face of highly emotive and distressing concerns, verbal abuse and the threat of physical abuse. The post-holder will be required to work with young people whose behaviour is personally challenging and deal with frequent exposure to highly distressing or highly emotional circumstances.
Working conditions	The post-holder will work in a shared office and at times be exposed to aggressive behaviour due to the nature of the CYP that PALMS work with.

Supplementary Information

Equality and Diversity

The Trust is committed to eliminate racism, sexism and forms of discrimination. The Trust will not discriminate on grounds of age, colour, disability, ethnic origin, gender, gender reassignment, culture, health status, marital status, social or economic status, nationality or national origins, race, religious beliefs, or non beliefs, responsibility for dependents, sexuality, trade union membership or hours of work.

It is required of all employees to uphold this policy in the course of their employment with the Trust and whilst undertaking their duties.

Mobility / Flexibility

The normal place of work for the post is as stated above, but as a term of employment post holders may be required to work from any of the Trust's establishments.

Health and Safety at Work

In accordance with the Management of Health and Safety at Work Regulations 1992 (as amended) and other relevant Health and Safety legislation, staff have a duty to take responsible care to avoid injury to themselves and others by their work activities and to co-operate in meeting statutory requirements.

Infection Control

Employees must be aware that preventing healthcare acquired infections and infection control is the responsibility of all staff. Clinical procedures should be carried out in a safe manner by following best practice and infection control policies.

Data Protection and Confidentiality

Employees must maintain confidentiality when dealing with sensitive material and information and be aware of the Caldicott principles, the General Data Protection Regulations (GDPR) 2018 and the Human Rights Act 1998. The protection of data about individuals is a requirement of the law and if any employee is found to have permitted unauthorised disclosure, the Trust and individual may be prosecuted. Disciplinary action will be taken for any breach.

No Smoking Policy

The Trust operates a smoke free policy which means that smoking is not allowed anywhere on Trust sites including buildings, car parks and entrances.

Safeguarding

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role. The expectation is that the post holder is familiar with the relevant procedures and guidelines, all of which can be found on the Trust's intranet.

The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other duties and responsibilities commensurate with the grade. Any changes to this job description to take account of changing service needs will be made in discussion with the post holder.