



## Oxleas Bristol, South Gloucestershire & Wiltshire South-West Prisons

Dear Candidate,

Thank you for taking an interest in our post Mental Health Practitioner. Please find an overview of Oxleas.

We hope that you find this useful and look forward to receiving your application.

Oxleas have been delivering healthcare in secure environments for over a decade, we have developed teams that meet the unique needs of each population, namely:

- Younger Adults
- Older Adults
- Foreign Nationals
- Cat A Long Term High Secure (LTHS)
- Cat B Remand
- Cat C Training/Sentenced and
- Cat D Open Prisons.

Oxleas as lead provider directly deliver Mental Health, Physical Health, Pharmacy and Clinical Substance Misuse in an integrated healthcare delivery model. Patients are at the heart of everything we do, and we build individual care around each patient, our teams come together to ensure the best care is delivered to patients at the right time to improve long term outcomes and reduce health inequalities.

Oxleas are the leading NHS provider of healthcare within secure environments, we ensure our healthcare team model is bespoke to each population. We want to encourage staff from all backgrounds to join our team to provide excellent, innovative services for positive, long term patient outcomes.

We want you to be part of our team, and our future vision. We believe that within our teams there are opportunities for personal development and careers, we will support and encourage ambition, training and continuing development.

Oxleas is a great place to work, we care about our staff, and we reinvest in our teams. Are you a passionate and committed individual? Are you looking for a varied and exciting career within Prisons and/or Forensics? If so come and join Oxleas to pursue your ambition. Exciting times ahead.....



**OXLEAS NHS FOUNDATION TRUST  
JOB DESCRIPTION**

<b>JOB TITLE:</b>	Mental Health Practitioner
<b>BAND:</b>	Band 6
<b>DIRECTORATE:</b>	Forensic and Prison Services
<b>HOURS OF WORK:</b>	37.5 hours
<b>RESPONSIBLE TO:</b>	Mental Health In-Reach Manager
<b>ACCOUNTABLE TO: (Director)</b>	Service Director, Forensic & Prison Services
<b>LOCATION:</b>	HMP Portland

**LIAISES WITH:** Prison staff and other NHS professionals; police, courts, probation, CPS, MAPPA social care services and other statutory and non-statutory agencies ie chaplaincy, family involved with care and aftercare supervision; general and forensic mental health services

**Job Summary**

To provide specialist mental healthcare to service users and to work as part of the Mental Health In-Reach Team and wider MDT.

To deliver a range of specialist interventions at primary and secondary care level; to include

- Referral management, screening assessment, triage, and evidence-based interventions
- Care Planning and risk assessing
- One-to-one and group-work facilitation
- managing a mixed and challenging caseload

**Key Principles of the health and wellbeing model for Prison Service:**

Service user focus with health promotion at the heart of our care

Putting the right staff in the right place at the right time – specialist posts to ensure that experience is on hand to lead and support service users by employing specialist practitioners in neurodevelopmental long-term conditions, older adults, complex case practitioners and discharge coordinators.

Designing and delivering healthcare for the unique needs of each prison setting.

Being highly supportive of clinical and prison staff with training and support enabling the team to work smarter and as part of an effective MDT.

### **Key Tasks and responsibilities**

To perform robust assessment, screening, and interventions to service users with mental health and neurodevelopmental and trauma needs

Ensure that all waiting time, assessment and interventions are delivered in a timely manner, and positively contribute to the achievement of the service's performance targets.

Ensure integrated and collaborative working with other specialist services, including continuity of care and through the gate arrangements and liaison

Work closely with community mental health teams (CMHTs) to ensure appropriate sharing of information, continuity of care and the Care Programme Approach (CPA) for all service users where necessary.

To provide comprehensive and timely reports and mental health expertise to multi agency public protection panels (MAPPA), police, probation services, solicitors and court liaison teams as directed.

Deliver active clinical leadership and supervision within the team, covering for the manager and colleagues as required. To receive supervision as directed (line management and clinical).

To participate in resource centre services as directed, delivering psychological therapy and specialist activities under the direction of the clinical lead.

To work in a psychologically minded way with service users in achieving their agreed goals and quality health outcomes.

Close working relationships with all prison staff, to include participation in sentence planning, resettlement, safer custody, and the ACCT processes.

To develop and take on a specialist lead role as appropriate and provide peer support and training in this area.

To contribute towards support, advice, consultation, and training for prison staff

The post holder will be part of a skilled multidisciplinary team (MDT) comprising of all healthcare staff, including strategic partners, and prison managing a single referral pathway.

The post holder will be required to undertake training to maximise uptake of screening, health promotion and prevention activity, including vaccinations.

The post holder will be required to hold a caseload and care co-ordinate services uses with secondary mental health and complex needs. Ensuring a proactive, evidence-based approach to clinical interventions, health promotion/prevention activity, and management of acute and long-term conditions using a stepped care approach.

The post holder will ensure that a single, integrated, care plan is devolved in collaboration with service users and responsible for facilitating the development of comprehensive risk assessment, crisis plans, rapid access plans, advance statements etc, involving other

agencies such as primary care etc where appropriate. Ensure the individualised care is regularly reviewed and updated where necessary

The post holder as a care coordinator will attend/contribute in a a weekly MDT meetingfor service uses on secondary case load and complex care needs. This will ensure a tailored individual needs approach

The post holder will ensure that they undertake all training in evidence-based CBT approaches, to enhance consistency and quality of care delivery

The post holder will support patients to manage all areas of their health at every stage, from oral health to long term conditions.

The post holder will ensure that health promotion embedded into every aspect of the service.

### **Main Responsibilities**

To communicate effectively on a range of issues that are often complex in their nature and in complex situations.

Participate in the annual appraisal reviews and demonstrate reflective practice through the Knowledge and Skills Framework

To maintain comprehensive and timely electronic clinical records ensuring confidentiality is maintained at all times.

Provide supervision, mentorship & leadership for junior staff.

Take all necessary care in the working environment, adhering to relevant health and safety policies.

Participate and positively contribute to the services integrated clinical governance arrangements

Carry out administrative tasks as directed including research, audit, data, and activity statistics.

### **Custodial Responsibilities**

Assume personal responsibility for the security of issued keys.

Understand and comply with prison orders, procedures, and instructions in your area of work.

Comply with all security requirements.

Respond to any situation or circumstance that might indicate a threat to security of the establishment or to the safety of an individual, completing Incident, Security, Injury, or other reports as appropriate.

Report breaches of order and discipline including reporting and recording untoward incidents according to local protocol.

Contribute to effective risk assessment and management procedures.

## **General**

To work positively and effectively in a difficult environment where the need for safe and secure containment may often challenge access to services and provision of quality mental health services.

The post-holder will be expected to work within the established prison regimes.

To understand the complexity of inter-agency involvement in service users/ patients welfare and to resolve issues that may occur across organisational boundaries.

## **Terms and Conditions**

The post holder is subject to the terms and conditions of OXLEAS NHS FOUNDATION TRUST. This Job description gives an outline of the post and is subject to review in consultation with the post holder.

## **Confidentiality**

The Post holder must maintain the confidentiality of information about patients, staff, and other health service business in accordance with Trust Policy.

## **Risk Management**

The Post holder will ensure compliance with the Trust's risk management policies and procedures. These describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm and stress and that all staff have a responsibility to minimise risk.

## **Infection Control**

All staff are required to be familiar with the Trusts infection control policies, and national guidance in relation to infection control. All staff whose normal duties are directly or indirectly concerned with patient care must ensure that they complete mandatory infection control training and are compliant with all measures known to be effective in reducing Healthcare Associated Infections.

## **Equality, Diversity and Human Rights**

The Post holder will treat all colleagues, service users, carers, and members of the public with respect and dignity regardless of their gender, age, race, religious beliefs, religion, nationality, ethnic origin, social background, sexual orientation, marital status, disability, HIV/Aids status, criminal background, and Trade Union status. The Trust has a Policy for Equality and Human Rights and it is the responsibility of all staff to ensure that this is implemented.

## **Health & Safety**

All staff must be aware of the responsibility placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients, and visitors.

## **Professional and NHS Codes of Conduct**

You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the 'Code of Conduct for NHS Managers' and 'Standards of Business Conduct for NHS Staff'.

## **Safeguarding**

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

## **Financial Management and Control of Resources**

All staff are responsible for the security and the property of the Trust, avoiding loss or damage and being economical and efficient in the use of resources. Staff are required to act in accordance with the rules and regulations as described in the Trust's Policy relating to the Financial Management and Control of Resources'.

## **Customer Care**

It is the aim of the Trust to provide patients and clients with the best possible care. All staff are required to put the patient/client first and do their utmost to meet requests and needs courteously and efficiently.

## **Personal/Professional Development Planning/Mandatory Training**

All staff should have a personal development plan and in conjunction with their manager, should actively determine and pursue agreed training and development needs and opportunities. All staff are required to attend mandatory training as designated by the Trust.

## **No Smoking**

Oxleas NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.

## **TRUST MISSION AND VALUES**

At Oxleas our mission is to **"Improve Lives"**

Our values express what the Trust sees as the heart of Oxleas. They are the lens we look through that informs how we act, the decisions we make, and how we work with our service users, patients, families, carers, and colleagues.

Our values are.

- **We're Kind,** We show consideration, concern, and thoughtfulness towards everyone.
- **We're Fair,** We embrace difference, treat everyone with respect and we promote diversity, equity, and inclusion.
- **We Listen:** We always seek to understand, learn, and improve.

- **We Care:** We work together and innovate to put the patient at the heart of everything we do.

**Signed by Line Manager**

**Signed by post holder**

**Date**

**Date**

**Print Name**

**Print Name**

**Note:**

**Please attach an organisational chart alongside, a person specification, and Job Description.**

**OXLEAS NHS FOUNDATION TRUST  
PERSON SPECIFICATION**

**JOB TITLE:** Mental Health Practitioner

**DIRECTORATE:** Forensic and Prison Service

Domain	How Measured
<b>Education/Qualifications</b>	
<p>Diploma level/Degree in relevant health/social care profession, eg RMN, RLDN OT, Social Worker.</p> <p>Current relevant registration with the NMC or HCPC</p> <p>Desirable relevant, post registration training in one of the following areas:</p> <ul style="list-style-type: none"> <li>➤ Learning disability</li> <li>➤ Personality disorder</li> <li>➤ Substance misuse/dual diagnosis</li> <li>➤ Psychological therapies</li> </ul>	Application Form
<b>Experience</b>	
<p>Essential</p> <p>Two years substantive post-registration experience gained working in a range of frontline adult mental health services, undertaking assessment and delivering interventions.</p> <p>Desirable</p> <ul style="list-style-type: none"> <li>• Relevant post-registration qualifications, such as Thorn, Non-Medical Prescribing, CBT, AMHP, Brief Interventions etc</li> <li>• Experience gained in a wide variety of settings</li> </ul> <p>Working in a custodial setting</p>	Application Form/ Interview
<b>Skills/Abilities/Knowledge</b>	
<ul style="list-style-type: none"> <li>• Commitment to CPD, is able to deliver from a range of possible key therapeutic interventions CBT, Psychosocial interventions, Family Interventions, DBT approaches.</li> <li>• Demonstrates a developed understanding of the recovery principles, and the role of secondary mental</li> </ul>	Application Form / Interview



<p>health services in the delivery of care • Experience of undertaking carers' assessments</p> <ul style="list-style-type: none"> <li>• Demonstrates substantial experience of, and relevant professional practice qualification in mentoring/assessing students and learners</li> <li>• Demonstrates substantial experience of assessing risk and developing risk management strategies • Demonstrates substantial experience of supervising others, monitoring their performance appraisal and ensuring delivery of activity</li> <li>• Able to articulate a detailed understanding of the relevant legal frameworks/legislation including CPA process, Mental Health Act , Mental Capacity Act, and Safeguarding.</li> <li>• Highly developed verbal communication skills, able to engage effectively with people at all levels even when a more assertive approach is needed. • Highly developed active listening skills, which allow for reframing and testing of understanding • Highly developed written communication skills, with experience of compiling and sorting notes and reports, establishing statistical data and analysing information</li> <li>• Substantially developed IT skills including competent use of Microsoft Office, and the use of electronic record keeping systems</li> <li>• Demonstrates a willingness to embrace new technology and processes</li> </ul> <p>In a wide range of situations and locations to undertake the full range of activities required to deliver comprehensive mental health assessment, in an emergency for service users, who may be distressed and in crisis.</p> <ul style="list-style-type: none"> <li>• To be responsible for developing delivering and reviewing comprehensive and complex treatment programmes using appropriate frameworks in line with evidence– based practice, including strategies to manage risk for service users with complex needs and carers, bringing in other resources as required.</li> <li>• To act as care coordinator for service users as appropriate, also providing defined interventions to individuals on other workers caseloads.</li> <li>• Clear understanding of CPA policy</li> <li>• Clear understanding of Risk Assessment principles and procedures.</li> <li>• Knowledge of models of mental health assessment.</li> <li>• Show a clear understanding of how to give and receive highly complex and sensitive material.</li> <li>• Knowledge of current mental health issues.</li> </ul>	
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<ul style="list-style-type: none"> <li>• Knowledge of Criminal Justice System</li> <li>• Sound evidence based clinical knowledge of adult mental health treatments and support.</li> <li>• Knowledge of Clinical Governance.</li> <li>• Motivated to work with service users</li> <li>• Good communicator.</li> <li>• Team player.</li> </ul> <p>Self-awareness</p> <p>Adaptable and flexible</p> <p>Understanding of psychological interventions</p>	
<p><b>Effort and Environment</b></p>	
<p><b>Physical Effort</b></p> <p>Day to day contact with service user</p> <p>Ability to manage complex &amp; challenging behaviour</p> <p>Use approved breakaway techniques</p> <p>Standard IT skills</p> <p><b>Emotional effort</b></p> <p>Ability to manage complex &amp; challenging behaviour</p> <p>Ability to work in a challenging and changing environment</p> <p><b>Working conditions</b></p> <p>Ability to work in a challenging secure environment and adhere to all security requirements of the prison.</p> <p>Healthcare staff may be required to navigate a large number of stairs and cover long distances in a single shift. In medical emergencies, equipment must be carried to the site of the emergency</p>	

*NB These are not definitive lists if there are any others specific to a post, please add to the form which should then be signed by the line manager and post holder alongside the Job description*

Signed by Line Manager

Signed by Post Holder

Print Name

Print Name