

### Job Description

<b>Post Title</b>	<b>Clinical Nurse</b>
<b>Band</b>	<b>5</b>
<b>Directorate</b>	Addictions network
<b>Location/Base</b>	Achieve Bolton, Salford or Trafford Recovery Service
<b>Responsible to</b>	Clinical Manager
<b>Accountable to</b>	Operational Manager
<b>Job Summary/Purpose</b>  To offer specialist assessment, clinical advice, information, advocacy, support, and treatment to substance misusers accessing or seeking to access the service, and to provide a range of interventions dependent on the needs of the service and the service user. To support the Clinical Manager and wider service in delivering key performance indicators.	

### Main Duties & Responsibilities

Heading	Duty/Responsibility
<b>Clinical</b>	<ul style="list-style-type: none"> <li>To undertake needs led assessments of people with substance misuse problems, assessing the complex physical and psychological needs of service users from a nursing bias</li> <li>Provide individualised interventions to patients with complex needs in relation to alcohol and substance misuse, using specialist knowledge to implement safe and effective plans of care</li> <li>To assess, and manage risk, working with service users, their families, and other agencies where appropriate, to minimise risk, and encourage those affected to adopt safer practices and live healthier lifestyles</li> <li>To develop recovery action plans in consultation with service users that address their health and social care needs</li> <li>Assess, plan, implement and evaluate the specialist clinical care of patients</li> <li>Provide specialised advice to patients, families, and carers in the context of substances misuse</li> <li>To implement, monitor and review recovery action plans for the caseload you manage in partnership with the service users themselves</li> <li>To provide a range of interventions in line with the goals set out in the recovery action plan</li> </ul>

	<ul style="list-style-type: none"> <li>• To plan, deliver, and evaluate healthcare assessments, prioritising health care needs for individuals</li> <li>• To provide a range of specialist healthcare interventions including basic wound care, BBV testing, immunisations, ECG, LFT, physical examination of complex patients, monitoring of withdrawal symptoms, the implementation of home detoxes etc</li> <li>• To liaise with other agencies to support service users to access relevant services which will meet their health and social care needs, including mutual aid and Achieve Partners.</li> <li>• To involve families and carers where appropriate</li> <li>• To encourage and support users to adopt safer practices and healthier lifestyles</li> <li>• To provide specialist clinical advice and guidance and support to colleagues and other professional</li> <li>• De-escalation of hostile and antagonistic situations including highly emotive situations</li> </ul>
<b>Service Development</b>	<ul style="list-style-type: none"> <li>• To actively promote service user and carer involvement in the planning and delivery of services</li> <li>• To assist in the development of new internal evidenced based pathways.</li> <li>• To actively participate in team meetings</li> <li>• To support new staff and students to learn and develop in their new role or placement, and to provide mentorship and coaching as needed. Provide professional and clinical supervision.</li> <li>• To deliver specialist internal training to wider teams in Achieve footprint.</li> <li>• To support the Clinical Manager through carrying out agreed delegated tasks.</li> <li>• To support the recruitment and selection process.</li> <li>• To lead on research and service development for the service within your own area of specialism</li> </ul>
<b>Professional</b>	<ul style="list-style-type: none"> <li>• To actively work as part of a team in order to create working conditions conducive to providing better and fairer services to substance users, their families and the wider community</li> <li>• To coordinate own workload, identifying priorities and liaising with</li> </ul>

	<p>Clinical Manager when gap arise.</p> <ul style="list-style-type: none"> <li>• To value, promote, and manage diversity, and to actively encourage equality of opportunity in all areas of one's work</li> <li>• To ensure a safe environment for service users, colleagues and visitors in accordance with the Trust Health &amp; Safety Policy</li> <li>• To adhere to Trust policies, procedures, protocols and guidelines at all times</li> <li>• To maintain paper and electronic records in line with Trust data quality policies, and respond to internal &amp; external service information requirements in consultation with the Team and Operational Manager</li> <li>• To maintain effective and timely completion of tracker systems, identify risk and maintain quality standards to ensure unmet needs are catered for.</li> <li>• To maintain quality standards in every area of ones work in accordance with regulations</li> <li>• To actively contribute to internal and external meetings ensuring the Trust is appropriately represented.</li> <li>• To make use of regular professional and management supervision and to take responsibility for updating personal knowledge and skills in order to meet the objectives of the post</li> <li>• To maintain your professional registration, update your professional portfolio, and adhere to the NMC Code of Conduct at all times</li> <li>• To continuously develop specialist knowledge across a range of procedures underpinned by theory</li> </ul>
<p><b>Trust Mandatory On-going Requirements - to be met by the candidate after commencing in post, these will not be assessed at the recruitment stage</b></p>	<ul style="list-style-type: none"> <li>• To undertake any other reasonable duty, when requested to do so by an appropriate Trust manager</li> <li>• To understand and comply with all Trust policies, procedures, protocols and guidelines</li> <li>• To understand the Trusts Strategic Goals and how you can support them</li> <li>• To understand the need to safeguarding children and vulnerable adults and adhere to all principles in effective safeguarding</li> <li>• To carry out all duties and responsibilities of the post in</li> </ul>

	<p>accordance with Equal Opportunities, Equality and Diversity and dignity in care/work policies and principles</p> <ul style="list-style-type: none"> <li>• To avoid unlawful discriminatory behaviour and actions when dealing with the colleagues, services users, members of the public and all stakeholders</li> <li>• To access only information, where paper, electronic, or, in another media, which is authorised to you as part of the duties of your role</li> <li>• Not to communicate to anyone inside or outside the NHS, information relating to patients, services users, staff, contractors or any information of a commercially sensitive nature, unless done in the normal course of carrying out the duties of the post and with appropriate permission</li> <li>• To maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date</li> <li>• Take reasonable care of the health and safety of yourself and other persons</li> <li>• To contribute to the control of risk and to report any incident, accident or near miss</li> <li>• To protect service users, visitors and employees against the risk of acquiring health care associated infections</li> <li>• To take responsibility for your own learning and development by recognising and taking advantage of all opportunities to learn in line with appraisal and supervision</li> </ul>
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### **Further Information for Postholder(s)**

This job description is not exhaustive but is intended to give an overall picture of the role. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process. All information obtained or held during the post-holder's period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.

All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy.

### Person Specification

<b>Post Title</b>	<b>Substance Misuse - Clinical Nurse</b>	
<b>Band</b>	<b>5</b>	
<b>Directorate</b>	Specialist Services Network Substance Misuse Services	
<b>Location/Base</b>	Achieve Bolton, Salford or Trafford Recovery Service	
<b>Responsible to</b>	Team Manager	
<b>Accountable to</b>	Operational Manager	
<b>Job Summary/Purpose</b>		
To offer advice, information, advocacy, support, and treatment to substance misusers accessing or seeking to access the service, and to provide a range of interventions dependent on the needs of the service and the service user.		
<b>Essential Criteria</b> - The qualities without which a post holder could not be appointed	<b>Desirable Criteria</b> - Extra qualities which can be used to choose between candidates who meet all the essential criteria	<b>How Assessed –</b> <b>AP</b> = Application form <b>IN</b> = Interview <b>OA</b> = Other Assessment
<b>Education / Qualifications</b>		
<ul style="list-style-type: none"><li>Registered Nurse</li></ul>	<ul style="list-style-type: none"><li>Training in the delivery of psychosocial interventions (e.g. motivational interviewing)</li></ul>	AP and IN  AP and IN
<b>Experience</b>		
<ul style="list-style-type: none"><li>A minimum of two years experience working with clients in a health or social care setting</li><li>Experience of assessing clients health and social care needs</li><li>Experience of providing support to vulnerable/social excluded individuals/groups</li><li>Experience of working as part of a team in order to achieve a shared vision/goal</li><li>Experience of maintaining quality standards in ones work</li></ul>		AP and IN  AP and IN  AP and IN  AP and IN  AP and IN
<b>Knowledge</b>		
<ul style="list-style-type: none"><li>Knowledge of the physical, psychological and social effects of substance misuse and appropriate interventions</li></ul>		AP and IN

<ul style="list-style-type: none"> <li>• Understanding of current national policy and initiatives in relation to working in the substance misuse field</li> <li>• Knowledge of equal opportunities legislation</li> <li>• An awareness of policies &amp; procedures in relation to confidentiality, information sharing, and safeguarding</li> </ul>		<p>AP and IN</p> <p>AP and IN</p> <p>AP and IN</p>
<b>Skills and Abilities</b>		
<ul style="list-style-type: none"> <li>• Ability to handle challenging situations and behave in a professional manner</li> <li>• Ability to communicate with a wide range of people including: service users, carers, members of the public and other professionals</li> <li>• To have a positive regard for substance misusers and to understand the importance of involving them in their care</li> <li>• Ability to use initiative but to consult with others when necessary</li> <li>• Motivated to work towards creating a safe, open &amp; trusting environment</li> <li>• Commitment to one's own professional development</li> <li>• Effective and coherent oral and written communication skills</li> <li>• IT skills and ability to use Microsoft Word, Internet and e-mails</li> </ul>		<p>AP, IN and OA</p> <p>AP and IN</p> <p>AP and IN</p> <p>AP and IN</p> <p>AP and IN</p> <p>AP and IN</p> <p>AP and IN</p> <p>AP and IN</p>
<b>Other Requirements</b> - to be able to complete the duties as laid out on the Job Description		
<ul style="list-style-type: none"> <li>• Prepared to work flexibly to</li> </ul>		AP

<p>meet the needs of the service</p> <ul style="list-style-type: none"> <li>• There is an occasional requirement to travel across the service footprint to work at different bases attend meetings etc and an occasional requirement to travel across the wide footprint of the Trust to attend meetings and events related to the role</li> </ul>		
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**Drawn up by:**  
**Designation:**  
**Date:**