



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Cwm Taf Morgannwg  
University Health Board

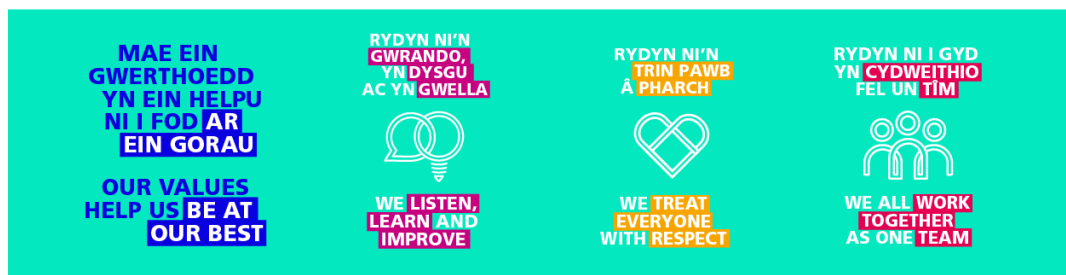
**CAJE REFERENCE: RVE/691012120k**  
**Updated 13.05.2022**

### **JOB DETAILS:**

<b>Job Title</b>	Specialist CAMHS Nurse
<b>Pay Band</b>	Band 6
<b>Hours of Work and Nature of Contract</b>	37.5 Hrs Permanent
<b>Division/Directorate</b>	Child and Adolescent Mental Health (CAMHS)
<b>Department</b>	Community CAMHS
<b>Base</b>	Tonteg

### **ORGANISATIONAL ARRANGEMENTS:**

<b>Managerially Accountable to:</b>	Senior Nurse
<b>Reports to: Name Line Manager</b>	Team Leader
<b>Professionally Responsible to:</b>	Head of Nursing



Our values and behaviours are fundamental to the way we do things at Cwm Taf Morgannwg University Health Board. They are everything we stand for and aspire to. That includes the way we behave, how we perform our roles and the way we recruit new talent. We look forward to exploring how your values align with ours. This is how we work:

*We listen, learn and improve*  
*We treat everyone with respect*  
*We all work together as one team*

To find out more about our values, visit: <https://cwmtafmorgannwg.wales/we-are-cwm-taf-morgannwg/>

#### **Job Summary/Job Purpose:**

To work within the Assessment Treatment Team within the CAMHS service.

The post holder will liaise closely with other agencies and professionals and provide consultation when required. There will also be a need to provide teaching and training to others.

The post-holder will be responsible for managing own time and will be required to plan range of complex activities; balancing client needs with other requirements of post.

The post-holder will have a thorough understanding of consent to treatment issues and will effectively demonstrate analysis which leads to clinical judgment in client notes

#### **DUTIES/RESPONSIBILITIES:**

To carry out initial specialist, triage assessment of children and their families using the appropriate assessment tools proformas, with an emphasis on risk assessment and risk management

To be responsible for planning and developing a programme of care.

This includes assessment and, where appropriate, the provision of telephone consultation delivering brief, solution focused interventions

To evaluate the needs of individual clients and their carer's in accordance with agreed protocols of care and based on best available evidence.

The post holder will be expected to provide written and verbal reports.

To be aware of the special expertise of different disciplines within the service in order that the most appropriate help is provided for service users through consultation and/or active involvement of a worker from a different discipline.

To work as a co-therapist where appropriate, particularly during the transition period of referring clients to specialist services.

To provide a consultative service to other agencies such as the Child Health Schools Psychological Service, Social Services, Health Visiting, and the Education Welfare Service, this consultation will be on specialised advice in relation to CAMHS.

To keep accurate contemporaneous records in accordance with the relevant standards

To respect the rules of confidentiality

The post-holder will have a thorough understanding of consent to treatment issues and will effectively demonstrate analysis which leads to clinical judgment in client notes.

To make clinical decisions and work autonomously, having an understanding of a range of work procedures and practises, which requires expertise underpinned by relevant clinical experience and knowledge within CAMHS.

To carry out a thorough assessment of needs To interpret and make clinical judgments involving complex facts or situations, such as determining legal, health and social implications of treating child with difficulties.

To undertake overdose/self-harm assessments, as required, of children admitted to hospital wards throughout designated area. To determine level of risk associated with discharge and to inform clinical decisions.

To be responsible for providing a specialised programme of care to include assessment, treatment and evaluation in a variety of settings.

The post-holder will also be expected to engage in continuing self-development by accessing relevant courses and participating in our in-house tutorial/seminar program

To be prepared to discuss critically the work of all other therapists within the service.

To provide training, under guidance of senior staff, in CAMHS Clinical Network education and training programme.

To provide mentoring to student nurses on placement with team and to effectively evaluate student placement in line with university requirements.

To participate in the training of other agencies in relation to child and adolescent mental health

To liaise closely with other agencies. This will include organising and attending meetings such as core groups and case conferences where the post holder will be expected to provide and receive complex sensitive information and process this information accordingly.

Specialist nursing assessment to include undertaking relevant clinical observations, such as BP, requiring highly developed physical skills.

Will be required to possess controlled restraint skills.

The post-holder will be expected to have highly developed communication skills and will be able to communicate effectively to clients and agencies. This will include communicating highly sensitive information concerning children with psychological problems who self harm.

The post holder will be expected to provide a consultation service to other agencies, offering face to face and telephone advice in relation to clients known to the team.

To foster good working relationships with partner agencies to ensure effective intervention for young people.

To keep accurate contemporaneous records in accordance with relevant standards, protocols and

guidelines.

To provide accessible information and advice to Tier 1 and Tier 2 agencies in relation to individual

young people.

To develop working relationships with partner agencies and to liaise and communicate effectively in relation to individual young people.

The post-holder will also undertake some supervision responsibilities for junior staff.

As a potential supervisor for students, it is your responsibility to ensure that both you and the student are aware of the limitations of the role and have considered the individual's level of competence, skill and knowledge. The objectives to be achieved during the placement and the method of assessment must also be clarified. In addition, you should ensure that the student is advised about hazards and other issues identified through any risk assessment process and be instructed in the appropriate measures of avoiding the risk.

To be accountable for your own professional actions and be guided by precedent and clearly defined occupational policies, protocols, procedures or codes of conduct. To adhere to team, network and Health Board policies and protocols. To meet regularly with line manager to review clinical work.

To respond to and implement good practice guidelines from relevant bodies.

The post-holder will be responsible for the safe use of Health Board equipment and will be expected to manage a small float to refund travelling expenses to clients and petty cash used for client activities.

The post-holder will have basic IT skills and will be expected to regularly input data to computer and will be required to occasionally use computer software to create reports and to aid teaching programmes.

The post holder will be expected to engage in clinical governance activities, such as audit, in order to deliver the most effective service.

## **PERSON SPECIFICATION**

The knowledge to be measured is the minimum needed to carry out the full duties of the job to the required standards. Qualifications should be used to provide an indicator of the level of knowledge required. Training and experience is also a means of acquiring the knowledge required for a job such as on-the-job training, short courses and experience to an equivalent level of knowledge which should be specified.

NOTE: Please do not use the number of years experience as this is potentially discriminatory and these will be returned. It is essential that managers concentrate on the sorts of skills and qualities needed to fulfil the duties of the post.

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Qualifications and/or Knowledge</b>	RN (MH) Current NMC registration	Relevant degree. Evidence of CPD relevant to CAMHS. Relevant post registration qualifications e.g. Family Therapy Cognitive Behaviour Therapy Eating Disorders Self Harm Dialectical Behaviour Therapy Borderline Personality Disorder Experience in teaching Extensive knowledge in normal and abnormal child development, extensive knowledge in child and adolescent mental health issues.	Application Form Pre employment checks Interview References

<b>Experience</b>	<p>Appropriate post registration experience.</p> <p>Experience of working within mental health or a therapeutic post eg eating disorders, challenging behaviour.</p> <p>Experience of mental health assessment and implementation of a range of evidence based therapeutic interventions.</p> <p>Experience of working in partnership with other agencies.</p> <p>Ability to manage a case load.</p> <p>Working knowledge of health, social services, education and the voluntary sector, together with the relevant legislation regarding children's mental health.</p> <p>Management skills.</p>	Experience of group teaching. Experience of audit	Application Form Interview References
<b>Aptitude and Abilities</b>	<p>Excellent assessment skills Ability to manage anxiety effectively and work with young people with challenging behaviour</p>	Ability to speak Welsh	Interview References

	<p>Flexible and adaptable to working conditions.</p> <p>IT skills</p> <p>Ability to work on own volition</p> <p>Good communication and time management skills.</p>		
<b>Values</b>	Proactive and adaptable.		Application Form Interview References
<b>Other</b>	Enhanced DBS Check		Application Form Interview References



## **GENERAL REQUIREMENTS**

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.

➤ **Data Protection Act 1998:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the Data Protection Act 1998 and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation (Data Protection Act) and the HB Disciplinary Policy.

➤ **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.

➤ **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB is committed to ensuring that no job applicant or employee receives less favourable treatment of any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.

➤ **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.

➤ **DBS Disclosure Check:** In this role you will have \* direct / indirect contact with\* patients/service users/ children/vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau \*Standard / Enhance Disclosure Check as part of the HB/Trust's preemployment check procedure. \*Delete as appropriate.  
The post holder does not require a DBS Disclosure Check. \*Delete as appropriate.

➤ **Safeguarding Children and Adults at Risk:** The organisation is committed to safeguarding children and adults at risk. All staff must therefore attend Safeguarding Children & Adult training and be aware of their responsibilities under the All Wales Procedures.

➤ **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board Infection Prevention & Control Policies and Procedures.

➤ **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board sites, including buildings and grounds, are smoke free.

**Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Signed: (Post Holder) \_\_\_\_\_ Date: \_\_\_\_\_

Signed: (Directorate Manager \_\_\_\_\_ Date: \_\_\_\_\_

Signed: (Divisional Manager \_\_\_\_\_ Date: \_\_\_\_\_

Date Job Description compiled: \_\_\_\_\_

Date for Review: \_\_\_\_\_

<b>APPENDIX 1</b>
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**Job Title:** \_\_\_\_\_

## Organisational Chart

The Organisational Chart must highlight the post to which this job description applies showing relationship to positions on the same level and, if appropriate, two levels above and below.

Complete, add or delete as appropriate the text boxes below showing the organisational relationships.

