

# JOB DESCRIPTION AND PERSON SPECIFICATION

<b>Job Title:</b>	Mental Health Practitioner/Nurse Outreach Team
<b>Band:</b>	6
<b>Hours:</b>	37.5 hours per week, including weekend, evenings, and on call
<b>Base:</b>	Kingsdown fort, Bristol
<b>Reports to:</b>	Clinical Service Manager
<b>Professionally Accountable to:</b>	Clinical Service Manager

## Job Summary

The post holder will provide assessment of young people presenting to the three main hospitals across Bristol with self-injurious behaviour and emerging mental health problems, such as Eating Disorders and Psychosis, covering the areas of Bristol, South Gloucestershire and North Somerset. We cover a 7 day period working a number of shifts. These are primarily 9am-5pm. As well as 2pm-10pm, including 3 nights per month, and one weekend per month.

The post holder will provide urgent mental health assessment based on identified criteria, supported and supervised by a Band 7 clinician, in both the community and hospital settings.

A proportion of the role will involve working in conjunction with colleagues in the multidisciplinary team to identify care and treatment options which enable service users to remain within their existing support/care pathways and maintain their community tenure, signposting to other services to meet their needs.

The post holder will maintain close working relationships with Community and specialist CAMHS services, Adult Community Mental Health Teams as well as the Acute Hospital Services. Day to day leadership on service delivery and development will be provided by the Team Manager, along with senior clinicians as will caseload and management supervision.

## Description of the duties

### Key Result Areas

Provision of rapid access to specialist CAMHS advice and support and to enable referrers to deal more effectively with a range of mental health problems.

Management of high risk young people in the community through intensive support.

Increased detection of mental health problems/needs with improved care, treatment and promotion of improved understanding of and confidence in the delivery of mental health care and collaboration with all agencies involved in the care of young people and families.

Provision of targeted formal and informal learning opportunities for all staff within the primary care teams to develop their knowledge and capabilities within the mental health component of holistic care

Provision of information sign-posting and support for young people and families

### Key Performance Areas

1. To provide information, assessment and sign posting to young people and their family and carers presenting with mental health problems/needs in community and acute hospital settings.

2. To foster strong collaborative and trusting working relationships with referrers whilst demonstrating clinical expertise.

This may include:

a. The promotion and use of additional standardised assessment tools

b. Encouraging the identification of strengths and resilience factors in young people

c. The provision of succinct formulations and recommendations (inclusive of risk management advice)

d. Assessment of or advice on the impact of culture and diversity

e. Best practice advice and support in a broad range of conditions for young people with emotional or mental health needs

f. Promotion and recognition of the needs of family and carers, including various support networks and third sector agencies

g. Advice and support on managing risk

h. Identifying and ensuring specialist involvement where required

i. Advice on interventions and treatments required to enable positive change

j. Support and advice within Safeguarding and public protection procedures where the issues are complicated by mental health problems

k. Second opinion on complex capacity assessments

l. To facilitate the development of safe and effective mental health care practice within the primary care setting.

3. To assist primary care child and adolescent mental health teams in the development of safe and appropriate care pathways.

4. To provide a prompt response to all referrals following jointly agreed procedures and within agreed time frames.

5. To provide concise and effective liaison and feedback to clinical staff within child and adolescent mental health services and Primary Care teams including advice on effective and appropriate management strategies for those young people referred to the service

6. To ensure where needed that young people experience a seamless transfer into AWP provider/treatment services

7. Following assessment, to provide short-term follow up of patients where appropriate.

8. To contribute evidence-based expertise to multi-disciplinary team care planning processes

9. To provide effective communication with young people, relatives and carers, Primary Care and other health services.

10. To ensure the active involvement of families and carers during all stages of the assessment process

11. To provide a prompt response to requests for information and advice.

12. To ensure appropriate communication, both verbal and written, at all stages of the consultation process.

13. To promote positive attitudes, mutual understanding and collaboration between non mental health staff and mental health services, users, carers, voluntary agencies, primary care,

16. To provide evidence-based specialist advice on how best to meet the mental health needs of the population for staff of other agencies, young people and carers.

17. To raise awareness of the effects of physical conditions on the mental health of young people.
18. To provide mentoring/ training for others in relevant practice areas, according to Professional requirements, taking a collaborative approach to practice development and evidence-based care.
19. Demonstrate responsibility for developing own practice in line with professional qualifications and for contributing to the development of others, by making use of, and providing, effective feedback, supervision, coaching and appraisal.
20. To adhere to the NMC professional code of conduct ensuring required skills and competencies required are maintained.
21. Monitor and maintain health, safety and security of self and others, undertaking assessments and taking appropriate action where required.
22. Develop own knowledge and practice, and contribute to the development of others, making use of available feedback, supervision and appraisal to identify appropriate areas of development for this work role, taking responsibility for accessing identified learning and training opportunities.
23. Lead, maintain and participate in practices which enable team working
24. To maintain care record, ensuring both paper and electronic records are kept up to date in accordance with professional and organisational standards.
25. To assist in the development and implementation of appropriate systems aimed at ensuring a consistent approach to assessment, communication and follow-up
26. To make appropriate use of time and resources
27. To participate in clinical audit and service evaluation programmes as required.
28. To participate in local arrangements where required to manage unexpected staff Absences

#### Communications and Working Relationships

Primary care staff  
Young people, families and Carers  
Acute hospital staff  
CAMHS teams  
Children and young people's services (CYPS) teams  
Third sector/voluntary agencies  
Community groups and local authority provision  
Other statutory agencies

#### Most challenging part of this role

Providing a professional and appropriate response to all referrals, regardless of complexity of need. Through the development of effective working relationships with Primary Care colleagues, the post holder will ensure that there will be a smooth transition for young people who need Specialist mental health services. Where there are differences in expectations of the service, the post holder will be required to work with referrers to agree evidence based outcomes that best meet the needs of young people and their families, making effective use of the resources available.

## General information for all employees

Below is the section of the Job Description with general information for all employees and the requirements on all employees to behave in accordance with AWP values and to support and comply with Policy and Legislation. Some policies are highlighted and must be read by all employees – all AWP policies are available on the intranet to employees or you can ask your manager for the policy. Anyone who has any difficulty understanding these requirements please highlight this to your line manager.

## Values and behaviors

AWP has a set of values. Your behaviors should reflect AWP **PRIDE** values:

**Passion:** Doing my best all of the time

Everything I do is in the interests of everyone who uses our services

I am positive and enthusiastic in my work

I am receptive to new ideas and service improvements

I actively seek opportunities to learn and develop

**Respect:** Listening, understanding and valuing what you tell me

I show compassion and kindness at all times

I am a team player and support my colleagues

I listen carefully and communicate clearly

I respond positively to differences of opinion

**Integrity:** Being open, honest, straightforward and reliable

I encourage and value feedback from others to help me develop

I try to always do what I say I will do

I am open and honest about when things have not gone well

I raise concerns and report incidents that arise

**Diversity:** Relating to everyone as an individual

I try to listen without judging

I respect other people's culture, beliefs and abilities

I actively take account of the needs and views of others

I understand and support the benefits that diversity brings to my team

**Excellence:** Striving to provide the highest quality support

I set high standards for my work and personal conduct

I plan my workload and deliver on my commitments

I make best use of available resources

I put forward ideas to improve the quality of services

## AWP Recovery Statement

AWP places recovery and enablement at the heart of our service. Therefore we all demonstrate the recovery principles of:

- Hope.
- Partnership.
- Maximising opportunities every day, in all that we do.

## Service User Experience Statement

In all service user and carer contact, your attitude, actions and ambitions should reflect wholeheartedly AWP's motto of 'You matter, we care'. Your goal must be to provide for each individual the quality of care, support and involvement that you would personally expect from a leading mental health trust. 'You matter, we care' should shape your approach to all those who have contact with AWP.

## Other Information

### CONFIDENTIALITY

The post holder must ensure that personal information for patients, members of staff and all other individuals is accurate, up-to-date, kept secure and confidential at all times in compliance with relevant legislation, the Caldicott principles and the common law duty of confidentiality. The post holder must follow record-keeping guidelines to ensure compliance with the Freedom of Information Act.

### VALUING DIVERSITY & HUMAN RIGHTS

No person should receive less favourable treatment on the grounds of sex, gender, sexual orientation, marital/partnership status, race, religion, age, creed, colour, ethnic origin, disability, part time working status and real or suspected HIV/AIDS status and must not be placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. AWP has an **Equality Policy** and it is for each employee to contribute to its success.

### INFECTION CONTROL AND HEALTH AND SAFETY

The prevention and control of infection is the responsibility of all employees. Employees must be aware of **Infection Control Policies**, procedures and the importance of protecting themselves and their clients in maintaining a clean and health environment. All staff must comply with all **Health & Safety Policies and Procedures**. Staff must be aware of the responsibilities placed on them under Health and Safety legislation and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

### NO SMOKING

There is a **Smoke Free Policy** in operation. In accordance with this policy smoking is positively discouraged and is not permitted anywhere within the buildings, on the premises or grounds.

### DATA PROTECTION

If you have contact with computerised data systems you are required to obtain, process, and/or use information held on a computer or word processor in a fair and lawful way, to hold data only for the specific registered purpose and not to use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed. All staff who contribute to patients' care records are expected to be familiar with, and adhere to the **Information Governance Policy**. Staff should be aware that patients' care records will be subject to regular audit.

### RISK MANAGEMENT

All AWP employees are accountable, through the terms and conditions of their employment, professional regulations, clinical governance and statutory health and safety regulations, and are responsible for reporting incidents, being aware of the **Risk Management Policy** and emergency

procedures and attendance at training as required.

#### **SAFEGUARDING & DUTY OF CANDOUR**

AWP is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff are expected to implement the **Safeguarding Policy** and Procedures, act promptly on concern, communicate effectively and share information appropriately. All staff must be familiar with and adhere to AWP's safeguarding procedures and guidelines. All staff have a Duty of Candour to inform their line manager/supervisor as soon as practicable, when they believe or suspect that treatment or care it provided has caused death or serious injury to a patient.

#### **STANDARDS OF BUSINESS CONDUCT AND 'BOUNDARIES'**

You are required to adhere to all corporate policies, including AWP **Standing Orders and Standing Financial Instructions**. This includes not accepting gifts or hospitality in the course of your duties, not acting fraudulently and maintaining appropriate behavioural 'boundaries' regarding your interactions with service users, staff and stakeholders.

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of the changing needs of the organization. To be reviewed in conjunction with the post holder on a regular basis. You may be required to work at other locations within AWP as determined by the duties of your post. You may be required 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. This job description describes responsibilities, as they are currently required. It is anticipated duties will change over time and the job description may need to be reviewed in the future.

# PERSON SPECIFICATION

**JOB TITLE**    **Band 6 Mental Health Practitioner**

Requirements	Essential	Desirable
<b>Education and Qualification</b>	<p>RMN, Social Work or other relevant qualification e.g. psychology, occupational therapy or allied healthcare professionals.</p> <p>Current relevant professional registration such as NMC, Social Work England, HCPC. Commitment to CPD.</p>	<p>Relevant post-registration qualifications</p> <p>DBT or Systemic training or interest in training.</p>
<b>Experience and Knowledge</b>	<p>Understanding of child development and the impact of trauma.</p> <p>Experience of advanced assessment skills, especially in determining the nature and severity of mental illness/health in children and young people.</p> <p>Extensive working knowledge of the make-up of the wider health and social care community, including statutory and non-statutory services and direct experience of multi-agency working.</p> <p>Detailed working knowledge of how specialist child and adolescent mental health services are organized and operate, and how they fit into the health and social care community.</p> <p>Understanding of anti-oppressive practice and commitment to further learning and development.</p>	<p>Experience gained in a wide variety of settings.</p> <p>Skills and experience in educating and training other professionals, particularly non-specialist mental health workers</p>

<b>Skills and Abilities</b>	<p>Demonstrates substantial experience of assessing risk and developing risk management strategies with young people, families and the professional network.</p> <p>Ability to act with high levels of diplomacy whilst maintaining the strength of relationship to challenge inaccurate assumptions and perceptions.</p> <p>Highly developed verbal communication skills, able to engage effectively with young people, families and professionals from a wide range of services.</p> <p>Specialist knowledge of the needs, treatment approaches and rights of children and young people with mental health needs and their family.</p> <p>Able to articulate a detailed understanding of the relevant legal frameworks/legislation including CPA process, Mental Health Act, Mental Capacity Act, Children's Act and Safeguarding.</p> <p>Significant demonstrable levels of initiative utilised within practice and work delivery</p>	<p>Experience of, and relevant professional practice qualification in mentoring/assessing students and learners.</p> <p>Conversant with policies and national drivers influencing the service development in question, plus a broader and detailed understanding of the respective legislation affecting young people using the service.</p>
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<b>Other Requirements</b>	<p>Highly developed written communication, including experience of writing accurate case notes and correspondence.</p> <p>IT skills including Microsoft Office and a willingness to embrace new technology and processes.</p> <p>Mobile with the facility to move quickly across a geographically dispersed area with limited access to public transport.</p>	<p>Enthusiasm and creativity in developing service delivery</p>
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**Date Job Description and Person Specification agreed:** Click or tap to enter a date.