

**JOB DETAILS:**

|  |  |
| --- | --- |
| Job Title: | Complex Practitioner in Eating Disorders |
| Band: | 6 |
| Directorate: | Families |
| Department: | Paediatrics |
| Base: | Musgrove Park Hospital |
| Responsible for: | Supervision of junior members of the team |
| Responsible to: | Ward Manager |

**Job Purpose:**

This post will play an integral role in coordinating and conducting the assessment and support of children and young people admitted to paediatric wards with an eating disorder. They will ensure that any physical concerns are acted upon in a timely and appropriate manner, ensuring that following the assessment stage, necessary investigations are organized and followed up within appropriate timescales. They will work closely with colleagues in acute paediatric settings, the CEDS multi-disciplinary team, primary care and other stakeholders to coordinate care and manage risk for young people.

The post holder will almost always be involved in a young person’s first experience of an admission, so it is vital they hold skills in engaging with young people who may be reluctant to engage with their treatment plan. They should have excellent skills in physical assessment and monitoring of children and young people, with an enthusiasm for being part of a hardworking team that are dedicated to providing a holistic experience for young people with eating disorders. The post holder should also be passionate about sharing their expertise with the CEDS-CYP team and other teams to ensure professionals feel confident in their ability to support young people with eating disorders.

# Date of Job Description: December 2022



# Duties and Responsibilities

|  |
| --- |
| **Communication and Key Working Relationships** |
| **KEY RELATIONSHIPS**  **Internal**   * Ward Manager and Matron * Paediatric Nursing, medical and non-qualified colleagues  CAMHS Community Teams (including Eating Disorder Service)     **External**   * Children, young people and their families / carers. * Education environments including schools and colleges. * Children’s Social Care Directorate. * Local Authority staff providing services for young people. * Voluntary organisations offering services for young people. |
| **Planning and Organisation** |
| * To ensure documentation and care plans are comprehensive and of the highest standard in line with trust policy. * To record relevant information as consistent with Trust record keeping policy. * To collate and report on clinical information across a specific clinical area. * To provide clinical information as required and input into local and Trust electronic information systems. |
| **Analytics** |
| * To take part in the on-going evaluation of the post and advice/ consultation model of service delivery.      * To participate in clinical or administrative audits as required. |
| **Responsibility for Patient / Client Care, Treatment & Therapy** |
| * To lead on the coordination or conduct the initial assessments and care planning following the admission of a young person with an eating disorder. * To work in an outpatient setting alongside doctors/dietitians to assess new patients and follow ups. Potentially to work independently in an outpatient medical setting with support. * To feedback findings from the assessments in multi-disciplinary team meetings, and liaise with the medical and nursing staff within the team if clinical concerns arise from the assessment. * To assess, plan, implement and evaluate patient care plans in relation to physical health, as part of a wider CEDS care plan for the patient. * To support role of the team in the delivery of the intensive pathway, aimed at managing risk in severely unwell young people. This may include some therapeutic work; the postholder will be provided with training to be able to facilitate them working therapeutically with mental health issues. * Place, or lead a team to insert a NGT which on occasions may require de-escalation or restraint. * To support young people and families in hospital with managing meals where required. * To receive and provide highly sensitive and emotive information to patients and families in an empathic and reassuring manner. |



|  |
| --- |
| * To ensure that young people and families (depending on age) are aware of any physical health concerns that arise from the assessment, and provide guidance and advice for parents/carers on how to respond to any physical concerns at home. * To ensure that any urgent physical findings are followed up immediately. * To follow up on any clinical investigations that young people have had, pre- and post- assessment in the CEDS-CYP team as well as ongoing investigations during their stay with our team. These may include for example blood tests, ECGs, ultrasound or DEXA scans. * To ensure that clinical investigations that are indicated are organised quickly. * To liaise with primary care services regarding patients in the CEDS team case load, for example GPs, school nurses, dental teams, schools around physical health issues. * To have involvement with patients in the CEDS team caseload who are admitted to paediatric wards in line with the team protocol for visiting young people on wards. * To support other paediatric staff in looking after young people on paediatric wards with eating disorders, in order to help paediatric nursing colleagues feel confident in their approach to these patients, and improving the experience of patients in hospital. * To manage challenging/distressing/sensitive situations and patient behaviour in a calm and safe manner, and to use therapeutic nursing skills to engage with the patient/family throughout these situations. * To carry out ECGs and blood tests on patients with training provided if necessary, in order to provide a more seamless experience for patients attending the service, and ensuring that results of these are fed back to appropriate medical staff within the team. |
| **Policy, Service, Research & Development Responsibility** |
| * To be responsible for ensuring that all physical monitoring equipment in all the spokes are maintained in a good condition, to manage the regular re-calibration of all equipment, and to take responsibility for stock control of nursing/medical equipment in all spokes is kept up to date (as delegated). * To be an active member of team meetings, as agreed by clinical supervisor/line manager. * To be involved in CEDS team development opportunities, in line with the team vision of developing a gold-standard service. * To keep accurate records of clinical work following trust guidelines, to supply written reports as appropriate, and ensure clear records. * To adhere to Trust and National policies regarding safeguarding, and legal frameworks such as the Children’s Act and the Mental Health Act. * To be part of any teaching programme that takes place within the CEDS multi-disciplinary team and with the postgraduate nursing training programme. * To mentor nursing students on placement in CAMHS, and to supervise staff where appropriate. * To keep abreast of and participate in current/future nursing trends. To be aware of and adhere to the requirement of the General Data Protection Regulation. * To be fully conversant with Clinical Governance and how it relates to the nursing profession and the wider service issues. * To plan and organise specific CEDS service projects, for example health education projects, groups and clinics, under supervision from more senior staff. * To participate in the education of new workers and students in the CEDS and paediatric team * To attend study days, conferences and workshops associated with the CEDS and paediatric team, as negotiated with the supervisor and agreed with the line manager. * To arrange, plan and supervise nursing students on placement. * To work within legal, professional and ethical frameworks established by national bodies, such as the NMC. |



|  |
| --- |
| * To be responsible for identification of one’s own needs for professional development, training, maintaining professional registration, and discuss and plan these with clinical supervisor and line manager. * To attend regular line management and clinical supervision in line with Trust policy. * To participate in the trust appraisal and be committed to continuing professional development, including participation in further specialist training as agreed with clinical supervisor/line manager. * To offer consultation to paediatric ward nursing staff as appropriate, and be involved in meeting training needs of this staff group. |
| **Responsibility for Finance, Equipment & Other Resources** |
| * To keep allocated IT and telephonic equipment safe and secure as per trust policy      * To ensure expenses are submitted in line with trust policy |
| **Responsibility for Supervision, Leadership & Management** |
| * To maintain own professional development in accordance with the registration requirements of the relevant professional body (e.g. NMC, Social Worker England).      * Be responsible for own learning, keeping up to date with research, development and policies.      * To undertake the full range of mandatory training as required by the Trust, and take personal responsibility for ensuring this is kept up to date.      * To ensure accurate records are kept using the designated systems and procedures.      * To maintain standards of conduct and dress in line with professional accountability and role within the Trust.      * Be aware of and work within Safeguarding Children legislation and policies.      * To participate or lead in debriefs following an episode of restraint      * To lead multi-disciplinary and multi-agency discussions |
| **Information Resources & Administrative Duties** |
|  To make accurate observations and recordings, using Rio (electronic patient recording system). |
| **Any Other Specific Tasks Required** |
| * Line management of relevant nursing staff including: o Ensuring appropriate cover   + Identifying training and development needs o Monthly supervision and annual appraisals   + Sickness, performance and conduct management in line with trust policies  Attending meetings as appropriate. * Fulfilling duties of weekly timetable including any ‘out of hours’ responsibilities.  Duties as instructed by your manager or appropriate authority**.** |





# Review of this Job Description

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of changing service needs. This job description is to be reviewed in conjunction with the post holder on an annual basis.

# General Information

At all times promote and maintain the safety of children by working according the Trust's Child Protection Policy and supporting guidance. Being pro-active and responsive to child protection concerns by early reporting, recording and referral of issues according to Trust arrangements. Attending child protection training that is appropriate to your role.

# Confidentiality

The post holder will maintain appropriate confidentiality of information relating to commercially sensitive matters in regard to Trust business, and also to personal information relating to members of staff and patients. The post holder will be expected to comply with all aspects of the General Data Protection Act (2018), the Staff Code of Confidentiality and the IT Security and Acceptable Use Policy.

# Equality & Diversity

Somerset NHS Foundation Trust is committed to achieving equality of opportunity for all staff and for those who access services. You must work in accordance with equal opportunity policies/procedures and promote the equality and diversity agenda of the Trust.

# Safeguarding

All employees have a duty for safeguarding and promoting the welfare of children and vulnerable adults. Staff must be aware of the Trust’s procedure for raising concerns about the welfare of anyone with whom they have contact.

# Risk Management / Health and Safety

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act 1974, ensure that agreed safety procedures are carried out and maintain a safe environment for employees, patients and visitors.



# Records Management

The post holder has responsibility for the timely and accurate creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the General Data Protection Act, The Freedom of Information Act and any other relevant statutory requirements.

# Clinical Governance

The post holder will be expected to participate in clinical governance activities to assist the Trust to provide high quality services.

# Prevention and Control of Healthcare Associated Infection

The post holder is expected to comply with Trust Infection Control Policies and conduct themselves at all times in such a manner as to minimise the risk of healthcare associated infection.

# Smoking

The Trust operates a ‘non-smoking’ policy. Employees are not permitted to smoke anywhere within the premises of the Trust or when outside on official business.

# Policies & Procedures

Trust employees are expected to follow Trust policies, procedures and guidance as well as professional standards and guidelines. Copies of Trust policies can be accessed via the staff intranet or external website or via your manager.

# Sustainability Clause

Somerset NHS Foundation Trust is committed to creating a sustainable business. Staff employed by the Trust, are required to think about their actions in the course of their work and make positive steps to reducing, reusing and recycling wherever and whenever possible.



# Person Specification

**This is a specification of the Qualifications, Skills, Experience, Knowledge, Personal Attributes and Other Requirements which are required to effectively carry out the duties and responsibilities of the post (as outlined in the Job Description).**

|  |  |  |
| --- | --- | --- |
| **Requirement** | **Essential / Desirable** | **How**  **Assessed** |
| **QUALIFICATIONS & TRAINING**  **Evidence of Qualifications required**     * RSCN / RN Child with current registration * Interest and enthusiasm for nursing young people with eating disorders * Preparation for mentorship course or equivalent * Evidence of continued professional development * IT skills * Understanding of the impact of mental health difficulties on the young person and their family * Specialist knowledge across a range of paediatric procedures, underpinned by relevant theory * Leadership course / development programme * Intravenous accreditation | **E**  **E**    **E**  **E**  **E**  **E**      **E**        **D**  **D** |  |
| **KNOWLEDGE**     * Excellent skills in engaging with hard-to-reach young people and families * Excellent written and verbal communication skills * Ability to relate sensitively to young people with mental health difficulties and their carers. * Shows a creative and calm approach to supporting young people through potentially stressful medical procedures * Excellent skills in paediatric nursing assessment, and in assessing and interpreting complex needs of patients * Excellent skills in providing a psycho-educative approach to work with young people who have eating disorders * Excellent organizational skills * Displays professional integrity and credibility * Competency in phlebotomy and undertaking ECGs | **E**    **E**  **E**    **E**    **E**        **E**    **E**  **E**  **D** |  |
| **EXPERIENCE**     * Minimum of 2-years’ experience at band 5 within a paediatric setting * Experience of nursing young people who are suffering from mental health difficulties | **E**    **E** |  |



|  |  |  |  |
| --- | --- | --- | --- |
| * Experience of developing care plans/packages for young people, and giving specialist advice to young people dependent on their need * Experience of maintaining team medical/nursing equipment, stock levels, ordering stock supplies | | **E**    **D** |  |
| **SKILLS & ABILITIES**     * Able to provide advice which at times can be complex and sensitive with regard to service delivery, development and quality improvement      * Excellent interpersonal skills – influencing, negotiating and communication (written and verbal) skills, across all levels both inside and outside the organisation to assess and interpret complex situations      * Able to deliver to targets and deadlines      * Aptitude and confidence for working with a rapidly changing environment.      * Experienced in the use of IT applications, specifically experience of Word, Excel, PowerPoint and Outlook      * Supportive and able to foster an open and learning culture      * Able to provide robust leadership by empowering staff and supporting staff      * Able to undertake staff appraisals/supervision and development      * Able to work as part of a management team      * Understanding of quality standards and audit * Able to demonstrate a good standard of English language | | **E**          **E**          **E**    **E**      **E**      **E**      **E**      **E**      **E**    **E**  **E** |  |
| **COMMUNICATION SKILLS**     Comm that: o  o | Communicates in a manner that is consistent with relevant legislation, policies and procedures.  unicates with people in a form and manner  Is consistent with their level of understanding, culture, background and preferred ways of communicating. Recognises and reflects on barriers to effective communication and actively modifies communication in response to these. | **E**  **E**                  **E** |  |



|  |  |  |
| --- | --- | --- |
| * Aware of the potential impact of discrimination and disadvantage on mental health * Provides feedback to other workers on their communication at appropriate times | **E** |  |
| **PLANNING & ORGANISING SKILLS**     * Excellent organisational skills, ability to manage own time and plan timed activities, including building in travel time to and between appointments.      * Good level of computer literacy      * Flexible and adaptable to meet the needs of the patients. | **E**        **E**      **E** |  |
| **PHYSICAL SKILLS**     * Required to use appropriate level of Personal Safety techniques to deal with challenging clients or incidents      * Physical dexterity required for basic keyboard   skills | **E**        **E** |  |
| **OTHER**   * Willingness to use technology to improve standards of care and support to our patients * Must be a car driver with a valid driving licence or have access to transport with appropriate business insurance in order to travel throughout the Trust, to meet the needs of the service. | **E**    **E** |  |
| **SUPPORTING BEHAVIOURS**    To carry out this role successfully the post holder needs to be fully aware of and adhere to Trust values/standards and reflect these as their behaviours:   * Kindness * Respect * Teamwork     **Outstanding Care:**   * We treat everyone with dignity, kindness and respect. * We involve patients, relatives, carers and colleagues in decision-making. * I ensure that my actions contribute to outstanding care regardless of my role. * I admit mistakes, apologise and learn from them. * I champion the health, safety and wellbeing of patients, relatives, carers and colleagues. * I speak up when others cannot. | | |



|  |
| --- |
| **Listening and Leading:**   * I lead with empathy, taking responsibility for how my emotions and actions affect others. * I inspire others to embrace change, encouraging them to see their part in the bigger picture. * I strive to be the best I can be. * I value the opinions and contributions of colleagues, patients and others. * I encourage innovation and am open to new ideas. * I listen with interest and take action if I am able.   **Working Together:**   * I collaborate with others to achieve shared goals. * I communicate clearly and appropriately. * We work together to overcome challenges. * I ask for help and always assist those in need. * I thank colleagues for their contributions and celebrate shared successes. * I use resources effectively, treating every £ as if it were my own. |



# SUPPLIMENTARY INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| **Physical Effort** | **Yes** | **No** | **If yes – Specify details here - including duration and frequency** |
| Working in uncomfortable / unpleasant physical conditions | X |  | Home visiting young people who may have challenging social circumstances including home environments. |
| Working in physically cramped conditions |  | X |  |
| Lifting weights, equipment or patients with mechanical aids |  | X |  |
| Lifting or weights / equipment without mechanical aids |  | X |  |
| Moving patients without mechanical aids | X |  | Role may involve de-escalation including restraint. |
| Making repetitive movements |  | X |  |
| Climbing or crawling |  | X |  |
| Manipulating objects |  | X |  |
| Manual digging |  | X |  |
| Running |  | X |  |
| Standing / sitting with limited scope for movements for long periods of time | X |  | Role includes driving across the county of Somerset. There may be periods of time sat doing administrative work. |
| Kneeling, crouching, twisting, bending or stretching | X |  | Working with young people. May require kneeling or twisting as part of interactions with young people. |
| Standing / walking for substantial periods of time | X |  | Role includes ward work which will include standing and walking for much of the shift. Breaks are provided. |
| Heavy duty cleaning |  | X |  |
| Pushing / pulling trolleys or similar |  | X |  |
| Working at heights |  | X |  |
| Restraint ie: jobs requiring training / certification in physical interventions | X |  |  |
| **Mental Effort** | **Yes** | **No** | **If yes - Specify details here - including duration and frequency** |
| Interruptions and the requirement to change | X |  | Role requires to prioritise according to clinical need. Example may include having a planned |

|  |  |  |  |
| --- | --- | --- | --- |
| from one task to another ( give examples) |  |  | home visit cancelled due to a clinical emergency occurring. |
| Carry out formal student / trainee assessments | X |  | Occasional students/trainees from various professional backgrounds. |
| Carry out clinical / social care interventions | X |  | Referrals to Children Services or other appropriate interventions. Supporting children and families |
| Analyse statistics |  | X |  |
| Operate equipment / machinery |  | X |  |
| Give evidence in a court  / tribunal / formal hearings | X |  | Occasional need to give evidence. Trust support is available if this is required. |
| Attend meetings (describe role) | X |  | Attend Multi-disciplinary, multi-agency and other meetings in line with clinical needs. |
| Carry out screening tests / microscope work |  | X |  |
| Prepare detailed reports | X |  | Potential to need to provide court reports or reports of a clinical nature. |
| Check documents | X |  | Proof-reading reports of junior staff |
| Drive a vehicle | X |  | Community Team role |
| Carry out calculations | X |  |  |
| Carry out clinical diagnosis | X |  | Alongside psychiatrist or other appropriate clinical lead. |
| Carry out non-clinical fault finding |  | X |  |
| **Emotional Effort** | **Yes** | **No** | **If yes - Specify details here - including duration and frequency** |
| Processing (eg: typing / transmitting) news of highly distressing events | X |  | Role involves working with young people who express and act on suicidal thoughts or selfinjurious behaviour. Clinician may be exposed to this and will need reporting in line with trust policy. |
| Giving unwelcome news to patients / clients / carers / staff | X |  | Role involves working with young people who express and act on suicidal thoughts or selfinjurious behaviour. Communicating risks and developing plans will be part of the role |
| Caring for the terminally ill |  | X |  |
| Dealing with difficult situations / circumstances | X |  | As above |
| Designated to provide  emotional support to  front line staff | X |  | Supporting other members of the team who are working with high-risk young people. |



|  |  |  |  |
| --- | --- | --- | --- |
| Communicating life changing events |  | X |  |
| Dealing with people with challenging behaviour | X |  | As above |
| Arriving at the scene of a serious incident | X |  |  |
| **Working conditions – does this post involve working in any of the following:** | **Yes** | **No** | **If yes - Specify details here - including duration and frequency** |
| Inclement weather |  | X |  |
| Excessive temperatures |  | X |  |
| Unpleasant smells or odours |  | X |  |
| Noxious fumes |  | X |  |
| Excessive noise &/or vibration |  | X |  |
| Use of VDU more or less continuously | X |  | Approximately 30-50% of the time |
| Unpleasant substances / non household waste |  | X |  |
| Infectious Material / Foul linen |  | X |  |
| Body fluids, faeces, vomit |  | X |  |
| Dust / Dirt |  | X |  |
| Humidity |  | X |  |
| Contaminated equipment or work areas |  | X |  |
| Driving / being driven in **Normal** situations | X |  | Community role requiring home visits or travelling between community settings. |
| Driving / being driven in **Emergency** situations |  | X |  |
| Fleas or Lice |  | X |  |
| Exposure to dangerous chemicals / substances in / not in containers |  | X |  |
| Exposure to Aggressive Verbal behaviour | X |  | Working with young people and/or  parents/families who have expressive behaviour which may be aggressive in nature. |
| Exposure to Aggressive Physical behaviour | X |  | Working with young people and/or parents/families who have expressive behaviour which may be aggressive in nature. |



**Department Organisational Chart**

The Knowledge and Skills Framework (KSF) outline for this post which demonstrates the skills and competencies required once in post should be considered in conjunction with this document.

**Job Profile Agreement**

|  |  |  |  |
| --- | --- | --- | --- |
| Agreed and Signed: | (Manager) | Date: |  |
| Agreed and Signed: | (Post Holder) | Date: |  |
| Date Role Description is Effective From: | |  | |