

Job description for Band 7 Substance misuse Non-Medical Prescriber

HMP Peterborough

About us – team NHFT

As a **health and wellbeing organisation** here at **team NHFT** we are dedicated to continually **innovate** and **strive to make a difference** to our community and those working for our Trust, we aim to serve the people of Northamptonshire and surrounding areas with **safe, quality care**. We deliver this from an understanding of our local healthcare needs, economy and the changing demands of our community.

Our mission, making a difference for you, with you was chosen by our staff and stakeholders. It means in everything we do and through every service we provide, we want to make a **positive difference in people's lives** – for **those we care for, those we work with** and **those who work with us**. **Everyone is part of our team.**

Our core strategy is to be an **employer of choice, a great place to work** and be known for a **diverse and inclusive culture** whose staff feel **valued**. We provide a range of NHS services including physical, mental health and specialty services provided in hospital settings and out in the community within schools, GP clinics and patients own homes.

Here at NHFT we pride ourselves on our 54321 roadmap, pictured here which encompasses our **PRIDE values, leadership behaviours, teams, enablers** and **our mission** all of which are driven by **our vision of 'being a leading provider of outstanding, compassionate care'**. We are extremely proud to say this has also been recognised by the Care Quality Commission (CQC) and our CQC rating of **Outstanding for team NHFT**.



This role...

NHFT provide healthcare wellbeing services within HMP Peterborough. NHFT provides healthcare in the 3 prisons in Cambridgeshire and this post is based at Peterborough, but some cover and oversight is expected for the 2 other sites.

The Substance Mis-use Team is part of the integrated Healthcare provision at HMP Peterborough. The team consists of Integrated Substance Mis-use Nurse, HCA and recovery workers. The team works closely with the Secondary Mental Health team and Healthcare Services to provide a Trauma Informed Well Being Service for residents.

The service provides comprehensive, safe and effective Integrated Substance Mis-use Service 7 days a week, facilitating screening and support for new residents and safe and supportive release processes. The post holder will be the lead Non-Medical Prescriber for HMP Peterborough, providing oversight of the Cambridgeshire Hub which includes Littlehey and Whitemoor. NHFT works collaboratively with our HMP partners and other Health Care services to ensure that patient centred care is delivered at all time.

The post holder will hold RCN registration and NMP for substance misuse and RCGP Level 1 and 2.

The post holder will have excellent IT & literacy skills, they will have the ability to work as part of a team and as a role model empowering and motivating other team members.

The post holder will be able to demonstrate appropriate professional and personal boundaries, have the ability to use their own initiative and show commitment and dedication through effective time management, along with organisational and decision-making skills

Job Title: Substance Misuse Non-Medical Prescriber

Band: 7

Reports to: Assistant Director

Accountable to: Head of Specialist of Secured Services

Place of Work: HMP Peterborough

Duties and Responsibilities

1. Deliver an NMP led ISMS service to all residents on Substance Misuse pathways.
2. To support maintenance and detox doses for all patients
3. Deliver ISMS clinics to patients on a Substance Misuse pathway.
4. To manage a caseload
5. Support and lead the Buprenorphine pathway.
6. Provide expert support to all qualified and training NMP for substance misuse across the Cambridgeshire Secured Services
7. Provide clinical care from assessment, to care planning to treatment and discharge.
8. To link with the recovery team to provide a trauma informed care delivery model to meet the needs of patients.
9. To Link with the clinical lead to ensure an MDT approach is deployed to care planning.
10. To deputise in the absence of the Clinical Lead
11. Liaise with primary health care and outside agencies.
12. To link with the GPs for working hours and evening prescription provision
13. To support the Clinical Lead and Head of Specialist and Secured Services in delivering a high quality and safe service in accordance with the service specification
14. To provide line management and clinical supervision to members of the ISMS team
15. To undertake 1:1, appraisals, and performance management of line managed staff
16. To assess, mentor, develop staff in meeting their NMC registration/revalidation and CPD when required.
17. To maintain own CPD
18. Assess and mentor staff.
19. Accountable for medicine management processes, policies, and audits locally and across the Cambridgeshire hub
20. To be accountable for all meds audits, ensuring any learning from audits is deployed across the service.
21. To have extensive and up to date knowledge of the legal requirements and regulations for controlled drugs
22. To lead and support service development initiatives to improve efficiency and the patient experience.
23. To use patient participation, feedback, and co-production to help shape services.
24. To support the clinical lead and Head of Specialist and Secured Services in developing service vision and objectives
25. Foster a culture of continuous learning using evidence-based practice.
26. Provide teaching and training to clinical and non-clinical staff across the prison and Cambridgeshire hub.
27. Maintain relationships with internal and external stakeholders.
28. To support recruitment and retention of staff across ISMS and recovery

About you

Behaviours and Values	Knowledge and Experience
<p>You will:-</p> <ul style="list-style-type: none">• Be approachable and accessible to colleagues, residents and across the organization.• Can work in a flexible way and respond to change.• Reliable and consistent in approach, demonstrating empathy and an open communication style with all individuals, fostering this culture across the team.• Able to encourage others to make decisions, share ideas, knowledge, and skills to enhance the quality of care.• Have good decision-making skills and to work autonomously.• To act in a professional manner in accordance with NMC Code of Conduct at all times	<p>You will:</p> <ul style="list-style-type: none">• Registered Nurse• Non-medical Prescriber for Substance misuse• RCGP Level 1 and 2 (desirable)• Line management and leadership experience• Knowledge of Health and Justice System• Working in a secured setting/prison• Have a thorough understanding of care planning.• Have knowledge of physical healthcare needs.• Have commitment to and understanding of evidence-based practice.• Have an awareness of safeguarding issues and responsibilities under relevant legislation.• Have knowledge of NICE Guidance.• Have a clear understanding of the needs of service users. <p>Desirable:</p> <ul style="list-style-type: none">• Audit experience• Clinical audits• Trauma Informed care• Clinical Governance, policy, and protocol writing
Skills and Abilities	

You will:

- Able to lead, motivate and inspire the team daily, bringing all team members together in providing high standards in the provision of substance misuse support and care across the service.
- Can work in a fast paced, multi-level environment.
- Be resilient and able to respond calmly under pressure
- Have appropriate levels of assertiveness skills.
- Have decision making and problem-solving skills.
- Be able to supervise junior members of the service.
- Excellent communication skills
- Partnership working
- Hold a case; facilitate groups, workshops and educational sessions to both peers and residents.
- Hold a clinical caseload.

About the role – linking with our 4 Leadership Behaviours



ENGAGING PEOPLE/WORKING TOGETHER

The post holder will:-

Share knowledge and experience within the team to promote learning opportunities for all

Ensure a timely and efficient service is provided to all residents by maintaining good practices and ensuring excellent communication and working relationships

Communicate clearly and concisely

BEING AUTHENTIC

The post holder will:-

Be a role model of the NHFT leadership behaviours that build engaged staff and teams.

Treat other fairly and consistently

Act professionally and responsibly in all matters and encourage a culture of excellence

Encourage openness and honesty

Support colleagues to achieve team, and the wider healthcare, goals

Demonstrate empathy and humility

Ensure that they work within the Trust policies and procedures and will take appropriate actions to maintain their own personal safety and that of others

Prioritise own workload and organise/carry out own work within an evidence based framework which promotes quality.

TAKING RESPONSIBILITY

The post holder will:-

Take action when improvements are needed

Have the courage to acknowledge and learn from mistakes

Recognise others 'good work' and acknowledge

Take personal responsibility for own work and development

Provide the highest standard of care.

Use data and feedback to highlight and resolve healthcare issues.

Take a lead on projects/responsibilities within the team as agreed

EMBRACING CHANGE

The post holder will:-

Take a positive open approach to change

Always aspire to improve yourself and the service

Ask questions, listen. Learn

Participate in changing practice in order to improve clinical delivery

Inspire healthcare staff to achieve their potential

Actively promote equality and diversity.

Encourage healthcare staff to embrace change

and ensure they are completed in timely fashion

Benefits

Salary 	Location of work 	Permanent/fixed term 								
Band 7 - Range £43.742 – 50.056 You will be paid on the 27 th of each month. If this date falls at a weekend you will be paid on the Friday before this date.	HMP Peterborough Must be able to travel independently to other bases in the Trust across Northamptonshire.	Permanent								
Hours/pattern of work 	Annual leave and bank holiday entitlement 	Pension entitlement 								
Hours to be worked between 06:30 – 18:30 Monday to Friday with occasional weekends 37½ hours per week	<table border="1"> <tr> <td>Length of service</td> <td></td> </tr> <tr> <td>On appointment</td> <td>27 days + 8 days</td> </tr> <tr> <td>After five years' service</td> <td>29 days + 8 days</td> </tr> <tr> <td>After ten years' service</td> <td>33 days + 8 days</td> </tr> </table>	Length of service		On appointment	27 days + 8 days	After five years' service	29 days + 8 days	After ten years' service	33 days + 8 days	Details on the benefits of the NHS Pension Scheme can be found here: https://www.nhsbsa.nhs.uk/nhs-pensions
Length of service										
On appointment	27 days + 8 days									
After five years' service	29 days + 8 days									
After ten years' service	33 days + 8 days									
Health and Wellbeing  Because your health matters too	Learning and Development 	Equality and diversity 								

<p>Our Occupational Health and Wellbeing team support our staff through many different channels. Whether you have a physical or emotional issue or want to take positive steps to improve your fitness, this team can help you.</p>		<p>Our Learning and Development team provide effective and impactful learning solutions for our staff. Our experienced team of facilitators offer a wide range of opportunities from corporate induction, mandatory and role specific training, personal development and leadership training.</p>	<p>We are committed to ensuring people are treated equally and fairly whether at work, during care or out in the community. Equality, diversity and inclusion will always be a core focus and commitment for team NHFT. We have a number of staff networks to support this focus too. These networks are open to all our staff.</p>
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Find out more about us at:

www.bit.ly/24hoursinNHFT

www.nhft.nhs.uk

Confidentiality and Data Protection

Any matters of a confidential nature, including patient and staff records, and any commercially sensitive information must, under no circumstances, be divulged or passed on to any unauthorised person or persons without a legal basis to do so. In accordance with the Data Protection Act 2018, if you are required to access personal data held in any format, you will be expected to adhere to the Trusts Information Governance Policies, copies of which are held on the staff intranet.

Any breach of confidentiality or data protection legislation will result in disciplinary action and may result in summary dismissal.

Infection Control

The prevention and control of healthcare associated infections in service users, staff and visitors is taken seriously by the Trust. All staff employed by Northamptonshire Healthcare NHS Foundation Trust are required to adhere to the Trust infection control policies and procedures.

Employees must be aware of the importance of protecting themselves, service users and visitors and of maintaining a clean safe environment. Any breach in infection control practice, which places service users, other staff or visitor at risk, may result in disciplinary action. Each staff member is responsible for ensuring they identify together with their manager, their infection control training needs in their PDP.

Health and Safety

To carry out the duties placed on employees by the Health and Safety at Work Act 1974 i.e.

- I. To take reasonable care for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.
- II. To co-operate with their employer as far as is necessary to meet the requirements of the legislation.
- III. Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety or welfare in the pursuance of any relevant statutory provision.

No Smoking

In order to protect the health of employees, patients and visitors, Northamptonshire Healthcare NHS Foundation Trust operates a No Smoking Policy. Therefore smoking is prohibited in all of the Trust's buildings, grounds and all Trust-owned or leased vehicles.

Equality and Diversity

To ensure that all duties are carried out to the highest possible standard, and in accordance with current quality initiatives within the area of work and the Trust Managing Diversity and Equal Opportunities in Employment Policy.

Risk Management

To have a commitment to identify and minimising risk, report all incidents and report to manager any risks, which need to be assessed.

Safeguarding Adults and Children

It is the duty of all staff working for the Trust;

- To recognise that promoting the welfare and safeguarding children, young people and adults is everyone's business and access training and supervision as appropriate to the role.
- To support the organisation in ensuring service users are protected from abuse or the risk of abuse and their human rights are respected and upheld.
- To ensure concerns are responded to appropriately in line with the Trust's Safeguarding Adults Policy and the Child Protection Policy and interagency safeguarding procedures.
- To comply with recruitment and other checks as requested by the organisation including undertaking an Enhanced Disclosure via the Criminal Records Bureau.

Professional Registration

All qualified/ professional staff are required to adhere to the relevant Code of Practice (and other guidance issued by them). It is the responsibility of the individual concerned to keep professional registered and updated in accordance with the requirements of the relevant Code of Practice and to follow guidance issues by the professional body.

Policies and Procedures

The post holder is expected to comply with all relevant Trust policies, procedures and guidelines. Any contravention of the Trust Policies or managerial instructions may result in disciplinary action being initiated.

Review of Job Description/ Person Specification

This is not an exhaustive list of duties and responsibilities, but indicates the key responsibilities of the post. The post holder may be required to undertake other duties as may reasonably be required commensurate with the grade and/ or hours of work at the post holder's initial place of work or at any other of the Trust's establishment.

NOTE: This is a description of the job as it is at present constituted. It is the practice of this Trust regularly to examine employee's job descriptions and to up-date them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed.