

## Job Description

<b>Job title:</b>	Mental Health Senior Nurse Practitioner
<b>Directorate:</b>	CAMHS & Specialist Services
<b>Department:</b>	CAMHS
<b>Professionally accountable for:</b>	N/A
<b>Responsible to:</b>	Service Manager
<b>Accountable to:</b>	Professional Lead Nurse & Clinical Lead
<b>Pay band:</b>	7
<b>Hours of Work:</b>	M-F 37.5 hours (within service hours of 9-6)
<b>Contract:</b>	Agenda for Change
<b>On call requirement:</b>	No
<b>Disclosure required:</b>	Enhanced
<b>Professional Registration:</b>	Yes – Nursing and Midwifery Council

### Job outline:

The post holder will provide specialist assessments and nursing interventions to the young people at Lansdowne Secure Children's Home; participate in review of clinical policies and guidelines relevant to the area and support and implement changes to practice; liaise with other organisations and professionals to promote communication and good practice; be able to undertake audit activity and supervision to other staff in service area/care group. They will have an understanding of psychosocial interventions to include psycho-education, wellness recovery action plans, Delivering with Delivering Well and discharge planning.

To lead on the development of seamless care pathways that encompass assessment, treatment, liaison and reintegration into community services in line with the 'Healthcare Standards for Children and Young People in Secure Settings' (RCPCH 2019) ('CYPSS').

### **Scope & Authority**

- To take a lead on clinical matters and policy development relating to nursing practice.
- To provide clinical nurse leadership.
- To be part of recruitment and selection process of nursing staff and allied professionals (such as Nurse Associate or support worker)
- To be aware of care group and Trust policies and protocols within nursing and Nursing Strategy.
- To develop and participate in the delivery of a supervision structure for junior Nurses, associate Nurses and support workers.
- To monitor the caseload and practice of nursing staff.
- To be part of a senior nurses group for ongoing support and development.
- To ensure nursing staff within service area are compliant with NMC regulations.
- To support the development of non medical prescribing.
- To ensure nursing staff are undertaking mandatory training as indicated.

### **Key Result Areas:**

#### **Clinical practice, including own professional development**

- To provide comprehensive assessment of mental health specific to needs of service area.
- To manage a caseload of clients with complex mental health needs and undertake case management/lead professional/ CPA as needed.
- To be able to communicate with and meet the needs of families and carers as appropriate to the care group and the individual client.
- To have experience of and specialist knowledge on interventions to be able to lead in clinical area.
- To receive management supervision from Locality Manager or equivalent.
- To demonstrate excellent communication skills.
- To establish professional links with other care groups and professionals.
- To administer medication within NMC guidelines and the Trusts Medicines Code.
- To work in partnership with other agencies to gain the best person centred outcomes for the individual.

#### **For Nurses undertaking non-medical prescribing**

- The post holder will, (where it is agreed that non-medical prescribing is likely to improve the speed with which patients receive the treatment that they need and make the most efficient use of nurse's, pharmacist's and doctor's time), undertake the role of supplementary/independent prescriber, abiding at all times by the restrictions and regulations, and Trust policies and procedures, applicable to this role
- The post holder will receive clinical supervision specifically related to their role as a supplementary/independent prescriber and must demonstrate that they keep up to date with contemporary practices in the management of the conditions for which they prescribe
- The post holder will maintain first level nurse registration and provide evidence of successful completion of a specific education programme(s) in order to fulfil the role of

supplementary/independent prescriber, holding appropriate entry on the NMC Register

**Practice Development , including professional development of others**

- To utilise specialist care group knowledge to provide specialist training and advice to other professionals, students and agencies.
- To supervise other Nurses within the team.
- To chair meetings such as referrals or Nurse meeting..
- To organise consultation groups and to facilitate reflective practice for staff to promote skills and development of team.
- To support registered Nursing staff and Nursing students through preceptorship/mentorship.

**Research and Development**

- To develop teaching and training sessions for staff and professionals on specialist subject areas relevant to care group.
- To contribute to ongoing development of service including service pathways.
- Where appropriate, to undertake research, service evaluation and clinical audits.
- To use research in practice and developing research work from ones own practice

**Governance – including quality , standards, documentation & ethics**

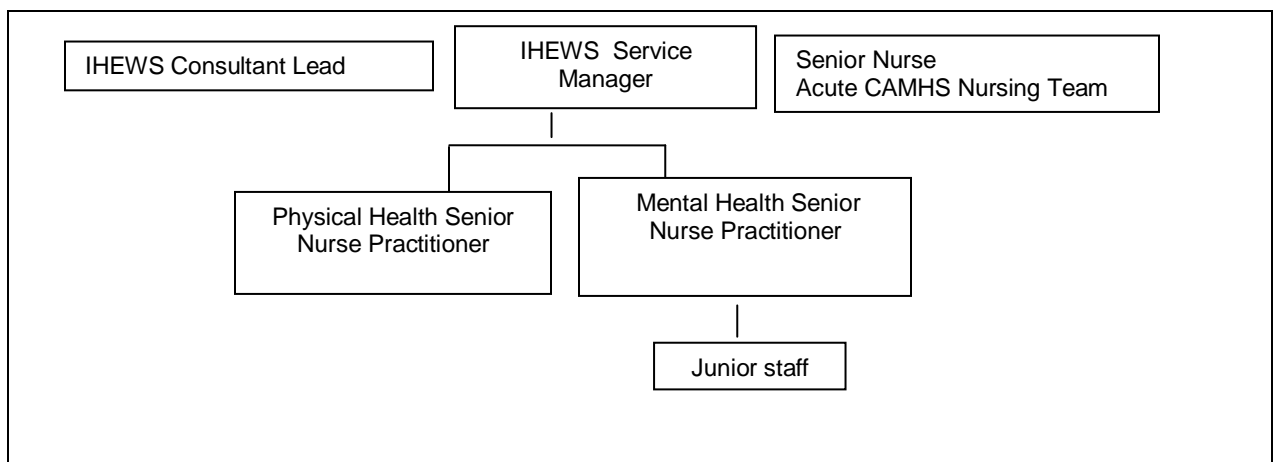
- To ensure that up to date written and electronic records and activity data are maintained in accordance with Professional and Trust standards and to provide specialist reports relevant to practice setting.
- To keep accurate and timely electronic records of each contact, using care notes and other software programmes used by the Trust. Complete outcome measures as required.
- To adhere to the Nursing & Midwifery Council Code of Conduct, professional standards and ethics and comply with local and national standards of practice.
- To respect the individuality, values, cultural and religious diversity of clients and contribute to the provision of a service sensitive to these needs.
- To contribute in the Trust and professional clinical and social care governance arrangements and quality agenda, including the setting and monitoring of practice standards.
- To be aware of and work to the policies and procedures within Sussex Partnership NHS Foundation Trust.
- To apply national guidelines/ legislation relating to health and social care in mental health service provision.
- To participate in clinical and social care governance care group forums as required.
- To ensure own performance targets and standards are met, and to support Lead Nurse and locality Manager in implementing performance improvement plans.
- To complete clinical outcome measures as required e.g. HoNOS.
- To ensure that professional nursing standards of practice are maintained within the clinical setting.
- To promote the maintenance of professional standards amongst junior staff
- To seek and attend monthly – 6 weekly clinical supervision

**Clinical Leadership**

To provide effective clinical leadership to staff, which promotes high performance standards, both individually and as a team, in the achievement of the Trust's objectives and priorities. The Trust's success will be dependent on all leaders playing an active role to make sure the existing areas of good employment practice are universally embedded within the organisation. Senior Nursing staff will be expected to:

- Understand the Trust's key priorities and those of your care group and translate these into key priorities for your care group
- Support Lead Nurse in developing and designing Nursing roles
- Work within the Trust's HR Policies to encourage the achievement of equality, equity and optimum performance.
- Complete, encourage and Co-facilitate annual Appraisals for Nursing staff which reflect these priorities and support staff to access appropriate training and development
- Communicate regularly through meetings with teams and individuals and provide opportunity for two-way feedback
- Promote an effective team ethos.
- Promote equality, diversity and rights, and treat others with dignity and respect ensuring services are developed, managed and delivered to meet the specific needs of those belonging to protected characteristics.
- Promote equality, diversity and Human Rights in working practices by developing and maintaining positive working relationships, ensuring that colleagues are treated fairly and contributing to developing equality of opportunity and outcomes in working practices.
- Contribute to developing and maintaining equality of opportunity in working practices by complying with legislation and organisational policies. Where appropriate advise colleagues about equality, diversity and human rights policies and procedures and ensure they are followed.
- Ensure that colleagues are treated fairly. Behave in a non-discriminatory way and challenge the discriminatory behaviour of others. Be supportive of colleagues or service users who wish to raise issues about discriminatory practice or experience

### Position in the Organisation & Key relationships



**All staff are required to:**

- Abide by the standards of behaviour expected by their professional body and the standards of behaviour expected of all staff in the Trust disciplinary policy and procedure.
- Adhere to all Trust policies and procedures and are responsible for making themselves aware of these policies and procedures.
- Treat information relating to patient, employees and businesses of the Trust in the strictest confidence. Under no circumstances should such information be discussed with any unauthorized person(s) or organisations. At all times employees are required to comply with the provisions of the Data Protection Act.
- Maintain their own awareness of, and comply with, policies and procedures relating to Health and Safety (whether statutory or Trust), and assist in ensuring the compliance of other staff.
- Support the Trust's visions and values and in particular the promotion of a positive approach to diversity, equality, rights, and treating others with dignity and respect; to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply by adhering to the Trust's Equality and Diversity Policy.
- Demonstrate the core principles of safeguarding and protection Human Rights; treating people with dignity, fairness, equality, respect and autonomy.
- Develop and maintain positive relationships with all colleagues, taking account of their age, religion or belief, ethnicity, sex, marital or civil partnership status, sexual orientation, gender identity, pregnancy or maternity status and any disability. Ensure that they are approachable and that their conduct towards colleagues is open and honest, dealing with differences in opinion, in ways which avoid offence.
- Take responsibility for the safeguarding and protection of children and young people and vulnerable adults very seriously, as does The Trust. The Trust works with adult and children's social care to ensure that the integrated service has systems in place to equip staff with the knowledge and skills to recognise abuse, and take action to safeguard and protect vulnerable adults and children and young people. It is expected that all staff familiarise themselves with the appropriate structures and policies and with the Sussex child protection and safeguarding procedures and the Sussex multi-agency policy and procedures for safeguarding vulnerable adults and undertake the relevant essential training and further training appropriate to their role.

## Person Specification

<b>Job title:</b>	<b>Senior Nurse Practitioner/Clinical Nurse Specialist</b>		
<b>Directorate:</b>	Operational Services – CAMHS		
<b>Department:</b>	Relevant department		
<b>Pay band:</b>	<b>7</b>		
	Essential	Desirable	Evidenced by
<b>A – Qualifications</b>			
▪ Registered Nurse with current registration (mental health / LD/ Adult) appropriate to the job role.	✓		A / C
▪ Degree/diploma level supplemented by specialist qualification, training, experience, courses to masters level equivalent relevant to the care group	✓		A / C
▪ Evidence of post registration training in relevant service area	✓		A / C
▪ Completion of Mentorship Course/ENB equivalent	✓		A / C
▪ Supplementary/Independent Non-Medical Prescribing Module (level 3) or willingness to train in (through trust support and sponsorship)	✓		
<b>B – Knowledge/Experience</b>			
▪ Extensive post qualifying experience in relevant service area	✓		A / C / I / T
▪ Experience of supervising staff and students	✓		
▪ Able to manage a caseload of patients with complex mental health needs	✓		
▪ Comprehensive knowledge of interventions specific to service area	✓		
▪ Awareness of Trust policies and service specification	✓		
▪ Lived experience of mental health issues		✓	
<b>C – Skills –</b>			
▪ <b>Communication/Relationship skills:</b>			A / C / I / T
▪ Demonstrate excellent verbal and written communication skills with staff, patients, families, carers and professionals	✓		
▪ Able to establish links with other services and professionals	✓		
▪ <b>Analytical &amp; Judgement skills:</b>			A / C / I / T
▪ Able to effectively manage risk	✓		
▪ To have a good knowledge of service objectives	✓		
▪ To understand performance reports and how they relate to team	✓		

	Essential	Desirable	Evidenced by
<ul style="list-style-type: none"> <li>▪ <b>Planning &amp; Organisational skills:</b></li> <li>▪ Able to manage and delegate tasks</li> <li>▪ Participate in service development</li> <li>▪ Able to lead clinical discussions in team</li> <li>▪ Able to undertake audit activity</li> <li>▪ Able to plan staff rotas as needed</li> </ul>	✓ ✓ ✓ ✓ ✓		A / C / I / T
<ul style="list-style-type: none"> <li>▪ <b>People Management/Leadership/Resources</b></li> <li>▪ To provide supervision for Nursing staff including clinical, and professional</li> <li>▪ To develop training sessions for staff, students, professionals and agencies</li> <li>▪ Participate in staff recruitment and selection, absence management and other staff related issues.</li> <li>▪ Awareness of service operational policy</li> <li>▪ Authorised signatory</li> <li>▪ Understand team dynamics</li> </ul>	✓ ✓  ✓  ✓  ✓ ✓ ✓		A / C / I / T
<ul style="list-style-type: none"> <li>▪ <b>IT skills:</b></li> <li>▪ Able to use Trust IT systems to enter patient information, case notes, risk, eCPA.</li> <li>▪ Able to produce documents and reports using Word, Excel, PowerPoint</li> <li>▪ Communicate to patients and professionals using letters and templates</li> </ul>	✓  ✓  ✓		A / C / I / T
<ul style="list-style-type: none"> <li>▪ <b>Physical skills:</b></li> <li>▪ Physically fit to undertake duties related to service area</li> <li>▪ Awareness of PMVA interventions</li> <li>▪ Knowledge of administration of injections and venepuncture</li> </ul>	✓ ✓ ✓		A / C / I / T
<ul style="list-style-type: none"> <li>▪ <b>Mental Effort:</b></li> <li>▪ Frequent concentration required to write reports, attend clinical meetings, supervision sessions, assessments of patients, input case notes.</li> <li>▪ Able to prioritise work and meet deadlines</li> <li>▪ Planning and organising diary</li> </ul>	✓  ✓ ✓		A / C / I / T
<ul style="list-style-type: none"> <li>▪ <b>Emotional Effort:</b></li> <li>▪ Able to manage distressing or emotional situations involving staff and patients as they arise</li> <li>▪ Able to manage and deal with complaints, incidents, SUIs as per Trust Policy</li> <li>▪ To arrange staff support sessions</li> </ul>	✓ ✓ ✓		A / C / I / T

	Essential	Desirable	Evidenced by
<ul style="list-style-type: none"> <li>▪ <b>Working Conditions:</b></li> <li>▪ Awareness of policies relevant to workplace, ie lone working,</li> <li>▪ Based in a locality and able to travel to other locations as part of clinical role</li> <li>▪ Competent skills in use of PC for daily administrative tasks</li> </ul>	✓  ✓  ✓		A / C / I / T
<b>D – Approach/Values:</b>			
▪ Demonstrate support for the values and beliefs of the Care Group and those of the Trust	✓		I
▪ Demonstrate an understanding of the practices of Human Rights in the delivery of this role	✓		I
▪ Team working	✓		I
▪ Ability to travel across sites	✓		I
▪ Punctual and flexible across hours of work when required	✓		I

*To be evidenced by key:*    *A – Application    C - Certificate    I – Interview    T - Test*

**Approved by:**

**Approved**

**Manager**  **Date**