

## **JOB DESCRIPTION**

**POST TITLE:**                      **Mental Health Practitioner**

**Older People's Mental Health Services**

**BASE:**                              **Nicholson's House, Maidenhead.**

**GRADE/SCALE/SALARY:**                      **Band 6**

**HOURS:**                                      **Part time**

**MANAGERIAL ACCOUNTABILITY:**                      **Service Manager**

**PROFESSIONAL ACCOUNTABILITY:**                      **Locality Manager**

**DETAILS OF SPECIAL CONDITIONS:**                      **May be asked to work flexibly within the service**

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### **JOB SUMMARY:**

An experienced Practitioner to work in Older Peoples Mental Health services to take responsibility for the assessment and implementation of care and treatment in the home of people with mental health problems aged 75 or over, as well as people with dementia of any age.

The post holder is responsible for managing his/her own caseload, working collaboratively with other disciplines from both statutory and voluntary sectors as well as contributing towards the development of the service. He/she may be required to take a lead in an area of special interest, such as working with carers or Younger People with Dementia. The post holder is also responsible for ensuring clinical governance guidelines are followed and whenever possible assisting leading and mentoring other staff.

### **RESPONSIBILITIES**

#### **CLINICAL**

- To undertake initial, comprehensive assessments in a range of settings including patient's own home, taking in to account the person's physical, psychological, social and spiritual needs.
- To develop an agreed care plan with the service user and where appropriate include the view of the families and carers.

- To initiate and carry out the agreed care plan.
- Be able to identify and select from a range of health, social and voluntary agencies which could assist and improve the care of individuals and their families.
- To monitor and evaluate the agreed care plan, making adjustments as appropriate in collaboration with the wider team by reporting in review or at CPA meetings.
- To manage and be responsible for an identified caseload of patients.
- To respond to an acute psychiatric problem and be able to take new referrals.
- To have knowledge of a variety of therapeutic interventions e.g. short term problem solving, crisis intervention and basic CBT techniques.
- To develop expertise in one specific area of therapeutic skills.
- To develop and maintain effective liaison and communication with members of the Primary Care Team, Unitary Authority, Voluntary Organisations on matters relating to patient care.
- To participate actively in Service Development contributing to projects/plans aimed at improving and maintaining and quality of care.
- To participate in education programmes to formal and informal carers as a means of enhancing standards of care in the locality.
- To provide consultation and advice on issues relating to the care of older people with mental health problems to others within the wider care community such as Residential Homes, Sheltered Housing, Day Centres etc.
- To act as a source of expert advice to others and be able to signpost.
- To act as supervisor to junior members of staff and students as required.
- To maintain accurate clinical documentation as per guidance.
- To ensure that the Trust policies, especially in relation to CPA and Risk Assessment are adhered to.

## **PROFESSIONAL**

- To take responsibility for own professional development through clinical and managerial supervision, attending relevant training courses as requested by the trust.
- To participate in an annual appraisal and performance review.
- To keep up to date with current trends and be conversant with new developments and research in the care of older people.

- To ensure ongoing development through reflective practice by attending appropriate peer groups such as Learning sets and Clinical Governance Groups.
- To attend team meeting, actively contributing in the development of the mental health service for older people, evaluating & monitoring its effectiveness & efficiency.
- To adhere to professional code of conduct.
- To be knowledgeable of recent legislations and government policies influencing delivery of care.
- To maintain accurate patients records, producing statistical data as required by the Trust.
- To supervise and participate in the development of junior staff within the wider community team.

### **EDUCATION**

- To develop and facilitate educational and support programmes for members of the MDT and students on placement.
- To initiate health promotion and education programmes to improve the mental health care of individuals.

### **ADVOCACY**

- To advocate effectively on behalf of older people with mental health problems by attending related interest groups and forums within the locality.
- To ensure each patient and their family have access to information relevant to their condition.

### **GENERAL**

1. This job description is not exhaustive and can be altered in consultation with the post holder.
2. Any other duties which may be requested by the line manager in order to facilitate the smooth running of the hospital.
3. The Trust is an equal opportunities employer. The post – holder is at all times expected to carry out their duties in accordance with the Trusts Equal Opportunities Policy.
4. The Trust operates a non smoking policy. Staff are not permitted to smoke on Trust premises.
5. The post – holder is required to take reasonable care of the health and safety of him/her acts or omissions at work, and to co-operate with the Berkshire

Healthcare NHS Trust to ensure that statutory and departmental safety regulations are adhered to.

### **LOCATION/MOBILITY**

You may be required to work at or from any additional location as may be determined by the Trust from time to time. The Trust also reserves the right from time to time to change your base on a permanent basis to a location determined by it at the time that the change is made.

You may also be required to travel between Trust premises as may be required for the performance of your duties.

### **FLEXIBILITY**

The Trust reserves the right to amend your job description and/or your duties from time to time. You also agree that you will work with the Trust to deliver the Trust's services, including without limitation, by complying with lawful and reasonable instructions from the Trust by adapting to new ways of working and attending training courses determined by the Trust from time to time.

### **CONTINUING PROFESSIONAL DEVELOPMENT**

To attend and contribute to staff meetings and Forums, supervision sessions, training courses, seminars and workshops, to ensure the development and enhancement of current working practices.

To participate in all personal review meetings, and take responsibility for personal and professional development. Responsibility for developing the role and the services provided.

### **DATA PROTECTION ACT**

You should be aware of the Data Protection Act and follow the local Codes of Practice to ensure appropriate action is taken to safeguard confidential information.

### **HEALTH & SAFETY**

You are required to take responsibility for Health and Safety Risk Assessment and Workplace Inspections, and to take reasonable care for your own health and safety and that of other persons who may be affected by his/her acts or omissions.

You are also required to co-operate with all staff to ensure that all statutory regulations, policies, Codes of Practice and departmental safety procedures are adhered to, and to attend relevant training programmes.

## **INFECTION CONTROL**

Managers at all levels have a responsibility to act as role models to ensure that Infection Control is on the corporate and service agenda and remains a priority in terms of attention and resources.

All staff providing direct patient care must ensure that they follow procedures aimed at reducing the risk of passing on the organisms that can cause infections.

All staff, collectively and individually, have a duty of care in following best practice in adherence to guidelines which is a fundamental requirement in underpinning the management of Infection Control.

## **CONFIDENTIALITY**

Your attention is drawn to the confidential aspects of this post. You must not disclose any information of a confidential nature relating to the Trust or the service that it provides, or in respect of which the Trust owes an obligation of confidence to any service user, client or third party during or after your employment except in the proper course of your employment or as required by law.

You must not remove or copy any documents or tangible items including software which belongs to the Trust or which contain any confidential information from the Trust's premises at any time without proper advanced authorisation. You must return to the Trust upon request and in any event upon the termination of your employment, all documents and tangible items which belong to the Trust or which contain or refer to any confidential information and which are in your possession or under your control.

A breach of confidence could result in dismissal.

You should be aware that regardless of any disciplinary action taken, a breach of confidence could also result in civil action for damages.

## **CLINICAL GOVERNANCE**

The Trust aims to provide the highest standards of care. To further this aim you are expected to adhere to acceptable working practice as defined in Trust policies and guidelines. You also have a personal responsibility to your team and service to keep up to date and, if you encounter unacceptable practice, to raise through accepted channels.

## **ASYLUM & IMMIGRATION ACT 1996 AND AMENDMENTS**

In order to comply with the Asylum and Immigration Act 1996, it is Trust policy to check documentation of all applicants in respect of proper immigration status to work in the UK. Employment will not be offered to any applicant or employee who does not have valid leave to remain in the UK or is subject to conditions, which prevent the individual from taking up employment.

## **SAFEGUARDING CHILDREN AND VULNERABLE ADULTS**

Safeguarding of individuals who come into contact with our services, whether a child or young person, person with Learning Disabilities or an older or vulnerable adult, is the responsibility of all employees of Berkshire Healthcare NHS Foundation Trust in whatever capacity they are employed.

## **SAFEGUARDING CHILDREN**

The Trust adheres to the Berkshire Local Safeguarding Children Boards Child Protection Procedures, and all employees have a duty of care and a responsibility to safeguard and promote the welfare of children.

## PERSON SPECIFICATION

E = Essential, D= Desirable

**POST TITLE: Mental Health Practitioner – Older Peoples Mental Health Service**

CATEGORY	E/ D	ASSESSMENT METHOD ( v )			
<b>1. Education/Qualifications</b>		<b>Application Form</b>	<b>Interview</b>	<b>Selection Tool</b>	<b>Reference s</b>
Registered Mental Health nurse or equivalent	E	x	x		
ENB 998 or SLICE training	D	x	x		
<b>2. Training</b> e.g. Ongoing professional development					
<b>3. Previous Experience</b>					
Experience of working with older people with mental health problems	D	x			
Two years post qualification experience	E	x			
Experience of working in the community	D	x			
Experience in dealing with challenging behaviour	E	x			
Supporting and empowering carers	D	x			
Multi-agency working	D	x			
Community working experience	D	x			
<b>4. Knowledge, Skills &amp; Abilities</b>					
Knowledge of mental health legislation	E	x	x		
Knowledge of clinical audit/research	D		x		
Knowledge of risk assessment			x		
Excellent interpersonal skills, including verbal and written communication	E	x	x		
Ability to deal with sensitive issues and manage conflict situations	E	x	x		
Intervention and outcome monitoring skills	E	x	x		
Able to work unsocial hours	E	x			
Ability to manage and prioritise workload	E	x	x		x
Good IT skills	D	x			
Ability to manage stress	E	x			x
Ability to work on own initiative and/ or with a team	E	x			x
<b>5. Personal Qualities</b>	E	X	X		
Flexible & innovative					

Proactive and dynamic	E	X	X		
Well organised & highly motivated	E	X	X		
Commitment to equal opportunity	E	X	x		
<b>6. Additional Requirements</b> Ability to drive and have a car for use at work	E				