

## Job Description

<b>Job Title:</b>	Primary Care Mental Health Practitioner
<b>Band:</b>	7
<b>Network:</b>	tbc
<b>Base:</b>	Primary Care Network (tbc)
<b>AfC Ref:</b>	4145
<b>Hours of work:</b>	37.5

### **Reporting Arrangements:**

**Managerially accountable to:**

**Mental Health Primary Care Team Manager**

**Clinically accountable to:**

**Primary Care Network (PCN) Clinical Director**

### **Job Summary**

The Primary Care Mental Health Practitioner role supports the delivery of primary care mental health services within a Lancashire and South Cumbria Primary Care Network (PCN). Line managed by Lancashire & South Cumbria NHS Foundation Trust, the practitioner will be fully embedded as part of the PCN MDT working supporting the delivery of mental health care, they will also part of the Community Mental Health MDT PCN practices.

The key elements of this role are:

- Working effectively as a member of the clinical team in General Practice and local CMHT MDT.
- Improving the management of mental health conditions in Primary Care through working closely with General Practitioners and the practice team.
- Focus will generally be on patients whose needs cannot be met by IAPT services but whose presentation is below the threshold for secondary care.
- Co-working with the clinical team to assess patients and provide advice, support and interventions to patients; referring on to secondary care-based services or third sector services integrated within the mental health pathway, where appropriate.
- Be able to provide a “full package” approach (within scope of competencies) and consistency of care to patients within primary care

### **Key Relationships**

Patients and carers, Mental Health Primary Care Team Manager, Primary Care Network (PCN) Clinical Director, GP Practice MDT, CMHT MDT, secondary care teams, third sector organisations.

### **Department Chart**

*To be inserted*

### **Key Responsibilities**

### **Clinical**

1. Assess patients independently, plan treatment, implement and evaluate individual programmes of care as part of the clinical team.
2. Provide signposting where appropriate, maintaining up to date knowledge of services available, which would be of help to patients; acting as a contact to key agencies.
3. Undertake risk assessments and formulate risk management plans
4. Provide support to patients presenting with the following conditions whose presentation does not currently meet the criteria for secondary care:
  - Anxiety & Depression
  - Stress Related Problems
  - Emotional dysregulation difficulties
  - Suicidal thoughts and self-harm
  - Trauma
  - Schizophrenia and other related psychoses
  - Bipolar affective disorder
5. Deliver psychoeducation and discuss appropriate options for treatment (pharmacological and non-pharmacological)
6. Deliver brief evidence based interventions (where qualified to do so and where intervention can be safely offered outside of a multi-disciplinary mental health team) eg. stabilisation work including coping strategies, DBT skills, self-help, anxiety management, crisis support etc
7. Deliver interventions safely and effectively, ensuring that they are evidence-based and practicing within own scope of competency.
8. Where non-medical prescribing is part of the role, practice as a supplementary prescriber, prescribe responsibly and maintain competence to effectively prescribe from the relevant prescribing formulary.
9. Work in ways that consistently promotes the safety, dignity and self-esteem of patients
10. Work with patients to support shared decision-making about self-management and with their consent seek the co-operation of other care staff, relatives and friends where appropriate.
11. Provide patients and relatives (where appropriate) with information and education thus ensuring they have meaningful choices that promote dignity, independence and quality of life.
12. Provide health promotion to patients, their carers and families; giving advice on prevention of illness and staying well
13. Carry out routine patient reviews eg annual reviews including medication reviews (where the MH Practitioner is a non-medical prescriber)
14. Where competent and within scope of practice, carry out general physical health examinations: Bloods, BP, weight, BMI, ECG's, immunisations and provide general health and lifestyle information
15. Review information arising from patients' involvement with external services eg. attendance A&E for MH reasons, consultant letters from secondary MH care etc.
16. Support maintenance of the Practice SMI register ensuring patients are reviewed, including GP QOF outcomes (physical health).
17. Complete onward referrals (START, EDS, CMHT, Social Prescribing, CPET, Children and Family wellbeing service, ELCAS, Transforming Lives, CSC, Community Kitchen, Homestart etc).
18. Participate in forums which enable patients to express their views about the service and enable them to contribute to service planning and development.
19. Maintain accurate recording of patient information, consistent with Practices policies and contribute to data collection of the team to ensure meaningful audit of interventions offered.
20. Be conversant and comply with LSCFT and GP Practice policies and procedures as agreed through SLA.

21. Ensure compliance with mandatory training.
22. Be familiar with the steps to be taken in medical emergencies and act accordingly.

### **Team Working**

23. Be fully embedded as a member of the Practice Multi-Disciplinary Team, attending team meetings as appropriate
24. Work closely with other PCN-based roles to address wider patient needs, e.g. PCN clinical pharmacists for medication reviews, and social prescribing link workers for access to community-based support
25. Be a member of the wider local CMHT MDT in relation to Practice patients the Primary Care MHP is working with
26. Provide verbal and written communication with the multi-disciplinary team to co-ordinate effective patient care or service/clinical development, including referrals and sharing of care plans where appropriate to support integrated, patient-centred care
27. Deliver care collaboratively, promoting the patients strengths whilst addressing individual need, working in partnership with patients and families (where appropriate).
28. Promote and model high levels of communication skills with patients, the family/caring network and all relevant agencies in contact with this service.
29. Actively promote integrated working relationships, both in Practice and the wider Primary Care Network.
30. Maintain professional working relationships with the members of the team and other agencies.
31. Participate in the development of an effective team and productive working relationships.
32. Facilitate the development of a positive and supportive team culture by taking responsibility for dealing effectively with potential conflict
33. Actively participate in the evaluation, review and development of policies, procedures and the strategic aims of a continually changing dynamic service in an efficient, effective and proactive manner which will impact the wider Primary Care Network.
34. Support opportunities for positive public relation activities within the locality.
35. Observe a personal duty of care to equipment and resources used within the course of work.
36. Maintaining and requesting stock when needed

### **Teaching, Mentoring and Supervision**

37. Engage in clinical supervision and appraisal processes, participating in both operational and clinical supervision with an identified supervisor.
38. Where a prescriber, participate in non-medical prescribing supervision
39. Provide coaching, mentoring and support to practice nurses, GPs and any other primary care colleagues as required.
40. Advise, encourage and share knowledge utilising the latest research and practice development, through literature and peer reviews
41. Contribute to developing the workplace as a learning environment.
42. Participate in student mentoring and supervision as required.

### **Research, Evidence-Based Practice & Professional Development**

43. Be responsible for developing current knowledge, skills and practice within mental health.
44. Participate in specific learning events in accordance with own learning needs.
45. Develop skills and knowledge base to incorporate specific areas of practice or projects.
46. Participate in audit, evaluation and research within the service.
47. Contribute towards the improvement and development of the service.

### Management Accountability

48. Actively participate in the ongoing review and revision of the team's function, working practices, policies and protocols.
49. Undertake any other duties equivalent to the responsibility of the post and grade, as required by the Line Manager.
50. Act as an autonomous registered practitioner who is legally and professionally accountable for their actions guided by the relevant professional code of conduct and in line with LSCFT and GP Practice policies and procedures.

### Confidentiality

Working within the Trust you may gain knowledge of confidential matters, which may include personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

### Codes of Conduct and Accountability

Comply with relevant Trust codes of conduct and accountability.

## Person Specification

Our vision: high quality care, in the right place, at the right time, every time.

Description	Essential	Desirable	Assessment
Education/ Qualifications	<ul style="list-style-type: none"> <li>Registered Mental Health Professional with current registration with the relevant body (eg NMC, HCPC)</li> <li>Evidence of continuing personal learning and development</li> </ul>	<ul style="list-style-type: none"> <li>Degree in health related subject relevant to area of clinical expertise</li> <li>Teaching and assessing qualification</li> </ul>	Application form

	<ul style="list-style-type: none"> <li>Evidence of post registration continued professional development (e.g. knowledge and expertise acquired through either in depth experience or theoretical study of a broad range of techniques/processes relating to the knowledge area)</li> </ul>	<ul style="list-style-type: none"> <li>Therapeutic intervention qualification</li> <li>Supplementary non-medical prescribing qualification</li> <li>Therapeutic intervention qualification</li> </ul>	
Knowledge	<ul style="list-style-type: none"> <li>In-depth understanding of risk assessment and risk management</li> <li>Experience of managing complex caseloads.</li> <li>Experience of delivering evidence based mental health interventions</li> <li>Excellent understanding and application of the therapeutic relationship and boundaries</li> <li>Understanding of pharmacological interventions and side effects</li> <li>Assessing risk and mitigation</li> <li>In-depth knowledge of the Mental Health Act, Mental Capacity Act and other significant legislation</li> <li>Maintain up-to-date knowledge to enable participation in the review and development of clinical policies and identify improvements to service provision.</li> </ul>	<ul style="list-style-type: none"> <li>Competent in physical health skills such as venepuncture, BP, Temp, Pulse, weight, BMI etc</li> <li>In-depth knowledge of local mental health service provision</li> </ul>	Application form / interview
Experience	2 year post-registration community experience including completion of	<ul style="list-style-type: none"> <li>Experience of working in a variety of clinical settings</li> </ul>	Application form / interview

	<p>preceptorship and post preceptorship experience to demonstrate experience outlined below:</p> <ul style="list-style-type: none"> <li>• Working in various settings within the NHS with knowledge of primary care.</li> <li>• Managing a caseload.</li> <li>• Demonstration of high quality patient care and documentation including experience of assessing, planning and implementing and reviewing care needs</li> <li>• Delivery of various evidence-based therapeutic approaches in the care and treatment of patients</li> <li>• Effectively acting as a mentor/assessor for student staff / trainees</li> <li>• Effectively managing complex clinical situations</li> <li>• Undertaking risk assessment and management, including working with safeguarding where relevant</li> <li>• Working as part of a multidisciplinary team and with partnership agencies</li> <li>• Enhanced knowledge and experience of CPA processes</li> <li>• Interacting therapeutically</li> <li>• Supporting family and carers</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in Care Coordination</li> <li>• Skills in basic research processes</li> <li>• Skills /training in a therapeutic intervention</li> <li>• Analytical and problem- solving skills to interpret and present data</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Therapeutic relationship and boundaries</li> <li>• Assessment and development of plans to aid prevention of deterioration</li> </ul>		
Other	<ul style="list-style-type: none"> <li>• Literate and a good all-round communicator.</li> <li>• Experience of good time management and ability to prioritise workload</li> <li>• Ability to be resilient when working under pressure.</li> <li>• Good interpersonal skills</li> <li>• Able to effectively communicate with colleagues and a range of external agencies.</li> <li>• Able to use a wide range approaches to communicating and managing patient care.</li> <li>• Computer literate with use of a Practice clinical systems (EMIS/System One/Adastr) and be compliant with the Practice IT policies.</li> <li>• Demonstrates the values that underpin quality services</li> <li>• Up to date with current mental health initiatives</li> <li>• Self-motivated with excellent inter personal skills</li> <li>• Committed to person centred approaches</li> <li>• Caring &amp; compassionate</li> <li>• Ability to travel to meet the requirements of the role</li> </ul>		Application form / interview

	<ul style="list-style-type: none"> <li>• Able to work well within a team</li> <li>• Ability to self-reflect and learn from practice</li> </ul>		
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## **EFFORT FACTORS**

<b>PHYSICAL EFFORT</b> What physical effort is required for the job?	How often?	For how long?	What weight is involved?	Any mechanical aids?
Combination of sitting standing and walking				

Is the job holders expected to sit / stand in a restricted position?	How often?	For how long?	What activity is involved?

<b>MENTAL EFFORT</b>	How often?	For how long?
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Are there any duties requiring particular concentration? – Please detail.		
Frequent requirement for concentration, work pattern can be unpredictable due to make up of service users and patients		
Are there any duties of an unpredictable nature? – Please detail.	How often?	For how long?

<b>EMOTIONAL EFFORT</b> Does the job involve dealing with any distressing or emotional circumstances? – Please detail.	Direct / Indirect exposure	How often?
The post holder will regularly have to deal face to face or telephone calls from patients or members of the public who are angry or upset.		

<b>WORKING CONDITIONS</b> Does the job involve exposure to unpleasant working conditions? – Please detail.	How often?
VDU Use regular	

## Our values and behaviours

The values and behaviours represent what we, as an organisation and the individuals who make up that organisation, are about. It is our aim that everything we do fits in with and reinforces, these values:

Values	Behaviors we expect
<b>We are always learning</b>	<ul style="list-style-type: none"> <li>✓ We pro-actively seek out opportunities to learn and support the learning of others</li> <li>✓ We prioritise quality and safety and are open and flexible to change and improvement</li> <li>✓ We value appraisals, supervision and learning opportunities</li> <li>✓ We speak up if we are concerned about safety and focus on opportunities to improve</li> </ul>
<b>We are respectful</b>	<ul style="list-style-type: none"> <li>✓ We are open and honest, trying our best to ensure people receive information in ways they can understand</li> <li>✓ We seek, value and learn from diverse perspectives, views and experiences</li> <li>✓ We put service users and carers at the heart of everything we do</li> <li>✓ We take pride in our work and understand we are responsible for our actions</li> </ul>
<b>We are kind</b>	<ul style="list-style-type: none"> <li>✓ We are approachable and show compassion</li> <li>✓ We actively listen to what people need and pro-actively offer our support</li> <li>✓ We care for our own wellbeing and the wellbeing of others</li> <li>✓ We celebrate success and provide feedback that is authentic and compassionate</li> </ul>
<b>We are a team</b>	<ul style="list-style-type: none"> <li>✓ We take personal and team accountability to deliver the highest standards of care</li> </ul>

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- ✓ We work in active partnership with service users and carers
  - ✓ We actively build trusting relationships and help others feel joy and pride in work
  - ✓ We work well with colleagues across LSCft and in our partner organisations to enable patient centred, joined up care
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### **Special conditions:**

As a member of staff you have:

- Legal duties and responsibilities under health and safety legislation, plus a general duty to work safely and not to put others at risk, including colleagues, service users and visitors, as a result of any activity or omission at work.
- A duty to report any practice that you consider compromises standards of risk and health and safety. The Whistle-Blowing Policy gives effect to the Public Interest Disclosure Act under which an individual who raises such concerns for unfair treatment is protected.

All Lancashire and South Cumbria NHS Foundation Trust staff employed within all environments that have contact with service users, their families or systems to support them have a responsibility to safeguard and promote the welfare of children, adults and vulnerable families.

As a member of staff you must:

- All Lancashire and South Cumbria NHS Foundation Trust staff employed within clinical environments have contact with children, vulnerable adults, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to the local safeguarding

children's board, local safeguarding adult board and Lancashire and South Cumbria NHS Foundation Trust procedures for safeguarding and protecting children.

- The Trust places great emphasis on the need for the strictest confidentiality in respect of personal data; both that of service users and staff. All information about people will be treated in the strictest confidence at all times. Breaches of confidentiality will be investigated and may lead to disciplinary action being taken.
- The Trust views its responsibility under the Data Protection Act and the Caldicott Principles as central to all activities that are carried out in its name. Staff are therefore expected to acquaint themselves with the principles of information governance and to complete the mandated training modules which have been agreed.
- The Trust places great importance on sustainable development, reducing its carbon footprint and maximising the positive social, economic and environmental outcomes of Trust actions and activities. As an employee it will be your responsibility to minimise your environmental impact,

use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling / redistribution facilities, minimising travel and saving water when possible. If your role involves purchasing / ordering supplies you must consider the environmental / sustainable impacts and purchase optimal environmental / sustainable products / services.

- All staff and contractors must follow Trust policies and procedures relating to infection prevention and control (IPC) including the Dress Code Policy. All staff have a duty of care in following best practice which is fundamental to IPC, which includes maintaining a clean and safe environment at all times. It is an expectation that Trust staff at all levels make IPC a priority as they perform their roles.

Promoting equality and reducing inequalities:

- You should understand and uphold organisational policies and principles on the everyday promotion of equality, diversity and inclusion.
- You should create an inclusive working environment which values a variety of ideas, experiences and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust and the communities we serve.
- You should uphold the Trust's commitment to health and wellbeing.



**We are  
Kind**



**We are  
Respectful**



**We are  
Always  
Learning**



**We are a  
Team**