

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title:	Specialist Mental Health Practitioner - Primary Care
Band:	6
Hours:	37.5 hours or flexible working pattern
Base:	Primary Care base - to be identified
Reports to:	Team Manager (AWP)
Professionally Accountable to:	Access Service Manager (AWP)

Job Summary

This new role of Specialist Mental Health Practitioner for Primary Care is fundamental to the development and leadership of innovative new teams and integrated mental health services based within Primary Care Networks (PCNs – which are networks of GP Practices) under the ‘Additional Roles Reimbursement Scheme’ (ARRS). The role promotes and provides early assessment, treatment and improved access to evidence-based interventions supporting people contacting primary care for help with their mental health needs.

The Specialist Mental Health Practitioner role will help people over 18 years old, who are accessing support through primary care, to define achievable goals and access local community resources. Areas of focus will include:

- Those with mental health needs that do not meet the access criteria for IAPT (Improving Access to Psychological Therapies provided through Vita Health) and do not meet the access criteria for secondary care.
- People with serious or significant mental illness (SMI) who are supported within recovery services and relatively stable in secondary care mental health services, who could be cared for within primary care.
- Those diagnosed with, or presenting with traits of, personality disorder who will benefit from being signposted to services who can best meet their needs
- Younger adults with SMI (17-25years) particularly those transitioning between children’s and adult services
- Older adults with complex presenting issues
- First contact with primary care

The postholder will prioritise assessments based on clinical need and risk, making evidence-based

recommendations for care and treatment within and across multiple care pathways.

The postholder will work in conjunction with Primary Care colleagues to identify care and treatment options that enable service users to remain within their existing support/care pathways. The postholder will work with the AWP Primary Care Liaison Service (PCLS), Later Life Services, Recovery, Intensive Services, Acute Hospital Liaison Services and colleagues from Voluntary Community & Social Enterprise (VCSE),

Day to day leadership and support, will be provided by AWP managers, in conjunction with key contacts in primary care, such as a PCN GP Mentor. Access to senior clinical advice from the multi-disciplinary team at AWP will be available to support effective, clinical decision-making.

Description of the duties

Primary Care focus

1. Contribute to delivering and co-developing the primary care mental health service model. This includes care pathways for the provision of integrated physical and mental health care in a designated Primary Care Network within the Division.
2. Be the point of contact for patients that are directed from primary care via an agreed route, promote early assessment / treatment, and ensure robust relationships and links with other community-based services.
3. Work closely with and become a part of the primary care team, including social prescribers and recovery navigators, to support adults (18+) with mental health needs, whose mental health needs can be best met within primary care and whose difficulties are best understood within a biopsychosocial model.
4. Work closely with colleagues in specialist community mental health services to ensure smooth transitions between teams and services and facilitate an 'easy in, easy out' approach to improve access to evidence-based interventions.
5. Connect people to appropriate community and voluntary sector support working alongside Social Prescribers.
6. Facilitate mental health and 'strengths-based' assessments in Primary Care and support the Primary Care Team in accessing appropriate level of services.
7. Build and facilitate closer links between Primary Care Networks (PCNs) and Community Mental Health Teams (CMHTs), Social Care teams, community services and a wide range of voluntary sector organisations, to achieve seamless transitions and support for people with mental health challenges.
8. Promote understanding and confidence in the delivery of mental health care and collaboration with all agencies involved in the care of service users
9. Provide targeted formal and informal learning opportunities for all staff within the primary care teams to develop their knowledge and capabilities within the mental health component of holistic care
10. Provide information, 'sign posting' and support for service users and their relatives/carers with mental health needs
11. Foster strong collaborative and trusting working relationships with the referring agent/Primary Care Health Professionals underpinned by an educative and solutions focused philosophy whilst providing credible clinical expertise
12. Facilitate the development of safe and effective mental health care practice within the primary care setting.
13. Where required, train and supervise AWP junior staff in line with own role

Clinical practice

14. Promote the importance of working with strengths and aspirations of the person referred.
15. Provide succinct formulations and recommendations (inclusive of risk management advice) to support patient safety planning.
16. Assess and advise on the impact of culture and diversity alongside colleagues from Primary Care.

17. Give best practice advice and support in a broad range of conditions for people with both functional and organic mental health needs.
18. Promote the needs of family and carer/s, including various support networks and third sector agencies.
19. Advise and support on evaluating risk from a positive risk-taking perspective.
20. Support and advise within safeguarding and public protection procedures where the issues are complicated by mental health problems, alongside Primary Care colleagues.
21. Provide a prompt response to all contacts following jointly agreed procedures and within agreed time frames.
22. Ensure, where needed, that people experience a seamless transfer into AWP provider/treatment services via trusted assessment processes.
23. Following assessment, provide short- term follow up of patients where appropriate.
24. Contribute evidence-based expertise to multi-disciplinary team processes.
25. Promote positive attitudes, mutual understanding and collaboration between non-mental health staff and mental health services, users, carers, voluntary agencies, primary care and social services
26. Demonstrate responsibility for developing own practice in line with professional qualifications and for contributing to the development of others, by making use of and providing, effective feedback, supervision, coaching and appraisal.
27. Adhere to the relevant professional code of conduct ensuring required skills and competencies required are maintained.
28. Monitor and maintain health, safety and security of self and others, undertaking assessments and taking appropriate action where required.
29. Develop own knowledge and practice, and contribute to the development of others, making use of available feedback, supervision and appraisal to identify appropriate areas of development for this work role, taking responsibility for accessing identified learning and training opportunities.
30. Maintain appropriate health record, in accordance with professional and organisational standards.
31. Participate in clinical audit and service evaluation programmes as required
32. Participate in local arrangements, where required, to manage unexpected staff absences

General information for all employees

Below is the section of the Job Description with general information for all employees and the requirements on all employees to behave in accordance with AWP values and to support and comply with Policy and Legislation. Some policies are highlighted and must be read by all employees – all AWP policies are available on the intranet to employees, or you can ask your manager for the policy. Anyone who has any difficulty understanding these requirements please highlight this to your line manager.

Values and behaviours

AWP has a set of values. Your behaviours should reflect AWP **PRIDE** values:

Passion: Doing my best all of the time

Everything I do is in the interests of everyone who uses our services

I am positive and enthusiastic in my work

I am receptive to new ideas and service improvements

I actively seek opportunities to learn and develop

Respect: Listening, understanding and valuing what you tell me

I show compassion and kindness at all times

I am a team player and support my colleagues

I listen carefully and communicate clearly

I respond positively to differences of opinion

Integrity: Being open, honest, straightforward and reliable

I encourage and value feedback from others to help me develop

I try to always do what I say I will do

I am open and honest about when things have not gone well

I raise concerns and report incidents that arise

Diversity: Relating to everyone as an individual

I try to listen without judging

I respect other people's culture, beliefs and abilities

I actively take account of the needs and views of others

I understand and support the benefits that diversity brings to my team

Excellence: Striving to provide the highest quality support

I set high standards for my work and personal conduct

I plan my workload and deliver on my commitments

I make best use of available resources

I put forward ideas to improve the quality of services

AWP Recovery Statement

AWP places recovery and reablement at the heart of our service. Therefore we all demonstrate the recovery principles of:

- Hope.
- Partnership.
- Maximising opportunities every day, in all that we do.

Service User Experience Statement

In all service user and carer contact, your attitude, actions and ambitions should reflect wholeheartedly AWP's motto of 'You matter, we care'. Your goal must be to provide for each individual the quality of care, support and involvement that you would personally expect from a leading mental health trust. 'You matter, we care' should shape your approach to all those who have contact with AWP.

Other Information

CONFIDENTIALITY

The post holder must ensure that personal information for patients, members of staff and all other individuals is accurate, up-to-date, kept secure and confidential at all times in compliance with relevant legislation, the Caldicott principles and the common law duty of confidentiality. The post holder must follow record-keeping guidelines to ensure compliance with the Freedom of Information Act.

VALUING DIVERSITY & HUMAN RIGHTS

No person should receive less favourable treatment on the grounds of sex, sexual orientation, marital/partnership status, race, religion, age, creed, colour, ethnic origin, disability, part time working status and real or suspected HIV/AIDS status and must not be placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. AWP has an **Equality Policy** and it is for each employee to contribute to its success.

INFECTION CONTROL AND HEALTH AND SAFETY

The prevention and control of infection is the responsibility of all employees. Employees must be aware of **Infection Control Policies**, procedures and the importance of protecting themselves and their clients in maintaining a clean and health environment. All staff must comply with all **Health & Safety Policies and Procedures**. Staff must be aware of the responsibilities placed on them under Health and Safety legislation and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

NO SMOKING

There is a **Smoke Free Policy** in operation. In accordance with this policy smoking is positively discouraged and is not permitted anywhere within the buildings, on the premises or grounds.

DATA PROTECTION

If you have contact with computerised data systems you are required to obtain, process, and/or use information held on a computer or word processor in a fair and lawful way, to hold data only for the specific registered purpose and not to use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed. All staff who contribute to patients' care records are expected to be familiar with and adhere to the **Information Governance Policy**. Staff should be aware that patients' care records will be subject to regular audit.

RISK MANAGEMENT

All AWP employees are accountable, through the terms and conditions of their employment, professional regulations, clinical governance and statutory health and safety regulations, and are responsible for reporting incidents, being aware of the **Risk Management Policy** and emergency procedures and attendance at training as required.

SAFEGUARDING & DUTY OF CANDOUR

AWP is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff are expected to implement the **Safeguarding Policy** and Procedures, act promptly on concern, communicate effectively and share information appropriately. All staff must be familiar with and adhere to AWP's safeguarding procedures and guidelines. All staff have a Duty of Candour to inform their line manager/supervisor as soon as practicable, when they believe or suspect that treatment or care it provided has caused death or serious injury to a patient.

STANDARDS OF BUSINESS CONDUCT AND 'BOUNDARIES'

You are required to adhere to all corporate policies, including AWP **Standing Orders and Standing Financial Instructions**. This includes not accepting gifts or hospitality in the course of your duties, not acting fraudulently and maintaining appropriate behavioural 'boundaries' regarding your interactions with service users, staff and stakeholders.

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder on a regular basis. You may be required to work at other locations across the patch, including third party premises, as determined by the duties of your post. You may be required to undertake any other duties at the request of the line manager, which are commensurate with the role, including project work, internal job rotation and absence cover. This job description describes responsibilities, as they are currently required. It is anticipated duties will change over time and the job description may need to be reviewed in the future.

PERSON SPECIFICATION

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Requirements	Essential	Desirable
<p>Education and Qualification</p>	<ul style="list-style-type: none"> • Professional qualification in mental health equivalent to Registered RMN, Registered Social worker or Registered Therapist. • Current registration with a professional body and commitment to CPD. • Detailed working knowledge secondary specialist mental health services and the wider health and social care community and the third sector. • Significant skills and experience in educating and training the mainstream workforce, particularly non-specialist mental health workers. • Demonstrates substantial experience of assessing risk and developing risk management strategies. 	<ul style="list-style-type: none"> • Relevant post-registration qualifications, such as Thorn, Non-Medical Prescribing, CBT, AMHP, Brief Interventions etc.
<p>Experience and Knowledge</p>	<ul style="list-style-type: none"> • Front line experience of using advanced assessment skills especially in determining the nature and severity of mental illness/health (functional and organic) and differentiation between physical and mental health symptoms and conditions. • Extensive working knowledge of the structure of the wider health and social care community including statutory and non-statutory services and direct experience of multi professional and inter-agency working and collaboration. • Specialist knowledge of the needs, treatment approaches and rights of people with mental health problems and the needs of their carers and family. • Significant and demonstrable levels of initiative utilised within practice and work delivery. • Able to work autonomously • Demonstrates an understanding of recovery principles and the role of secondary mental health services in the 	<ul style="list-style-type: none"> • Experience gained in a wide variety of settings, including Primary Care.

	<p>delivery of care.</p> <ul style="list-style-type: none"> • Experience of undertaking carer’s assessments. • Demonstrates substantial experience of, and relevant professional practice qualification in mentoring/assessing students and learners. • Demonstrates an understanding of the effects of discriminatory behavior on mental health. 	
<p>Skills and Abilities</p>	<ul style="list-style-type: none"> • Strong track record and ability to act with high levels of diplomacy whilst maintaining the strength of relationship to challenge inaccurate assumptions and perceptions. • Highly developed verbal communication skills, able to engage effectively with people at all levels, even when a more assertive approach is needed. • Conversant with policies and national drivers influencing the service development in question, plus a broader and detailed understanding of the respective legislation affecting the people using the service. • Able to articulate a detailed understanding of the relevant legal frameworks/legislation including CPA process, Mental Health Act, Mental Capacity Act, and Safeguarding. • Highly developed active listening skills, which allow for reframing and testing of understanding. • Highly developed written communication skills, with experience of compiling and sorting notes and reports, establishing statistical data and analysing information. • Substantially developed IT skills with an understanding of Microsoft Office and demonstrate a willingness to embrace new technology and processes. 	<p>Click or tap here to enter text.</p>
<p>Other Requirements</p>	<ul style="list-style-type: none"> • Mobile with the facility to move quickly across a geographically dispersed area with limited access to public transport. • Empathy for individuals who have experienced mental health problems and ability to cope with behaviour which may be challenging at times. 	

Date Job Description and Person Specification agreed: 04/08/2021