

JOB DESCRIPTION

JOB DETAILS:

Job Title:	Community Forensic Mental Health Professional
Band:	Band 6
Directorate:	Forensic Service (Mental Health and LD)
Department:	Specialist Community Forensic Team (SCFT)
Base:	Bridgwater with county wide travel
Responsible for:	SCFT Caseload
Responsible to:	SCFT Team Manager

Job Purpose:

The Specialist Community Forensic Team (SCFT) is an expanding service that provides support and intervention to patient's transitioning from secure care to the community, working inline with the South West Provider Collaborative.

The team are responsible for overseeing the care of Somerset patients who are currently detained to a secure hospital within the South West region.

The aim of the SCFT is to reduce the length of patient stay for patients in secure hospital and work to prevent admissions to secure care by

- Providing enhanced community support, to facilitate, support and maintain discharge processes.
- Providing clear, tiered levels of intervention with the aim of admission avoidance, including risk management.
- Gatekeeping admission requests alongside Ash ward (Somerset FT Low secure ward).
- Encouraging proactive discharge discussions for longer stay patients who may have faced barriers to the discharge process.
- Supporting community placements.
- Establishing and maintaining good working links with stakeholders including, the SWPC, NHS and Private sector inpatient secure care providers, MAPPA, Ministry of Justice and the wider trust.

The advertised role will form part of an extensive, close working multidisciplinary team, who will provide high quality, psychologically informed, risk managed care for a cohort of patients with complex forensic mental health needs.



The post holder will be a qualified mental health professional and will be responsible for joint care managing a defined caseload of patients who are currently detained to a secure hospital and are ready for discharge consideration.

The expectation of the post holder will be to establish close links with each patient, their inpatient care team and families / carers, to support the journey of discharge planning and transition to community living. Many of these patients will return to the community under restricted sections of the mental health act and will require intensive MDT support both pre and post discharge.

The post holder will oversee each patient's pathway from inpatient care to community living supporting in both settings with regular appointments.

The team office will be in Bridgwater, however there will be an expected element of re-imbursed travel across the County of Somerset and the South West Provider Collaborative region. This is likely to include travel to Langdon hospital (Devon) and Fromeside hospital (Bristol) as well as Wellesley hospital in Wellington, Somerset.

Date of Job Description: January 2024



Duties and Responsibilities

- Jointly manage a specific, complex forensic caseload (caseload of no more than 15 patients given the intensity and complexity of the work).
- Care pathway management.
- Specialist forensic assessment and case management.
- Use of evidence based psychosocial interventions known to support forensic patients.
- Integration of substance misuse support.
- Working alongside partner organisations both statutory and non-statutory.
- Working effectively and supportively with Carers.
- Supporting education, employment and daily living skills.

Communication and Key Working Relationships

Internal: Patient's, Carers, Multi-disciplinary Team, SCFT colleagues, Social Care staff, other Community Mental Health Teams.

External: General Practitioners, Statutory Services and Voluntary Sector Agencies, Criminal Justice Agencies (including Probation and Police), Prison Services, Specialist Commissioners, Non-Governmental Organisations, Accommodation Providers, Funding agencies.

- Communicate with patients, colleagues, internal and external contacts in a courteous, professional and timely manner at all times by various methods, i.e. telephone, written, face to face.
- Provide a high standard of written and verbal communication that is clear and in line with professional documentation standards.
- Participate in clinical meetings, this will include team meetings, inpatient reviews, professional meetings, and clinical risk meetings.
- Contribute to the team's engagement with a wide range of stakeholders including staff, patient's, their carers and other statutory and voluntary sector agencies. This will include liaison with a wide range of other professionals and agencies.
- Contribute to the safe and effective day to day operations of the service including the handling of clinical enquiries.
- Provide and receive information some of which may be contentious, sensitive and highly complex to and from individuals and their families/carers, where there may be barriers to understanding.
- To develop measures to improve communications where barriers exist.



- Communicate information in a way that makes it relevant and understandable for patients and carers, consistent with their level of understanding, culture and background and working in line with practice standards and operational policies.
- Facilitate fair access to social care services and promote social inclusion regardless of age, ethnicity, gender, sexual orientation or disability.

Planning and Organisation

- Responsible for managing their own workload to ensure the needs to the individuals who use our services are met whilst taking the wider needs of the team into consideration.
- Ensure that interventions are planned in an integrated and coordinated manner particularly when dependent on other external agencies.
- Plan, organise and liaise with services to support individuals' packages of care and ensure that reviews are held within the required time frames, for example Section 117 and Funding Panels.
- Plan own workload to ensure that care is provided in the most high quality and cost efficient manner, prioritise and make adjustments as appropriate.
- To be able to confidently use computer systems and packages including RIO and Microsoft Teams.

Analytics

- Undertake complex risk assessments and develop a formulation of risk which will lead to the development of risk management plans.
- Ensure the continuous re-evaluation of individuals' needs and clinical risk situations and use clinical judgement to formulate the most appropriate clinical plan.
- Ability to reflect and critically appraise own performance, professional and ethical issues.
- Ability to maintain professional boundaries.

Responsibility for Patient / Client Care, Treatment & Therapy

- Ensure that caseload is well managed and that care and treatment is provided in line with practice standards and recovery co-ordination (CPA and non-CPA).



- Understand social factors that impact upon mental health.
- Ensure that all interventions have clear outcomes and that these are taken into consideration when sourcing the resources to best meet the individual's needs.
- Deliver services using a recovery and strengths approach where the needs of the individual and their carers are held as central, and their involvement is proactively encouraged.
- Deliver care in line with evidence-based practice and employ engagement and therapeutic skills that are appropriate to the clinical situation presented.
- Enable communication and engagement of individuals and their carers to ensure that they have a voice about the services they receive and how these are developed. This may include engagement of advocacy services.
- Ensure that appropriate action is taken to safeguarding adults and children. This may include providing and receiving highly complex and sensitive information in relation to safeguarding adult and children work and implementing relevant care plans.
- Ensure that assessment and treatment plans are holistic, outcome focused and take into account the physical health and social needs of the individual, including input of significant others whilst balancing the need for public protection.
- Ensuring timely and accurate documentation of all clinical activity in line with professional guidance and best practice.

Policy, Service, Research & Development Responsibility

- Participate in programmes of audit and research within the team as agreed by the Directorate and implement the findings.
- Contribute to clinical governance arrangements in order to ensure the quality of the service provided; this will include ensuring performance targets are met to provide high quality care.
- Involvement in the development of local systems and process that ensure the implementation of Trust policies.
- Ensure participation in the team's compliance with CQC standards and SPWC KPI's.
- Assist with departmental/service audits as required.
- Collate statistical information relating to service user related activity undertaken.
- Understand and work in conjunction with trust policy including, risk management, MAPPA, Lone working and information governance.



Responsibility for Finance, Equipment & Other Resources

- Prepare and oversee care panel applications ensuring that wider financial implications are taken into consideration.
- Ensure care is provided in the most cost-effective and high-quality manner and identify unmet needs.
- Report any issues of health and safety to the Team Manager / service manager, following Trust guidelines and policies.

Responsibility for Supervision, Leadership & Management

- Provision of day to day and clinical supervision as allocated by line manager.
- Demonstrate and role model excellent clinical leadership skills.
- Assist with the induction of new staff, students and staff training as appropriate.
- Ensure that core training is maintained and that the training and development opportunities in line with the Directorate's Workforce Plan are participated in to meet professional requirements.
- When tasks are delegated, ensure that the person you have delegated these tasks to is appropriately skilled to do so.
- To identify any areas of training need and highlight to Team manager.

Information Resources & Administrative Duties

- Ensure information resources are used to maintain knowledge of the Trust, Directorate and Team priorities and safety initiatives.
- Ensure information is shared with key stakeholders and other agencies in a secure manner.
- Responsible for maintaining accurate and comprehensive patient treatment records.
- Carry out administrative duties in relation to service provision.

Any Other Specific Tasks Required

- To hold a current driving license with access to own car and be able to travel county wide as needed.
- Participate in own clinical supervision and PDR.



- Deputise for the team manager as required.
- To work collaboratively with the wider MDT to proactively identify, support and encourage service change as needed.



Review of this Job Description

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of changing service needs. This job description is to be reviewed in conjunction with the post holder on an annual basis.

General Information

At all times promote and maintain the safety of children by working according to the Trust's Child Protection Policy and supporting guidance. Being pro-active and responsive to child protection concerns by early reporting, recording and referral of issues according to Trust arrangements. Attending child protection training that is appropriate to your role.

Confidentiality

The post holder will maintain appropriate confidentiality of information relating to commercially sensitive matters in regard to Trust business, and also to personal information relating to members of staff and patients. The post holder will be expected to comply with all aspects of the Data Protection Act (2018), the Staff Code of Confidentiality and the IT Security and Acceptable Use Policy.

Equality & Diversity

Somerset NHS Foundation Trust is committed to achieving equality of opportunity for all staff and for those who access services. You must work in accordance with equal opportunity policies/procedures and promote the equality and diversity agenda of the Trust.

Safeguarding

All employees have a duty for safeguarding and promoting the welfare of children and vulnerable adults. Staff must be aware of the Trust's procedure for raising concerns about the welfare of anyone with whom they have contact.

Risk Management / Health and Safety

Employees must be aware of the responsibilities placed on them for ensuring the safety of our patients, service users, visitors and colleagues under the Trust's Risk Management Strategy and policy and under the Health & Safety at Work Act 1974. All employees are expected to be familiar with and comply with the Trust's risk and health and safety policies and procedures and all other policies and procedures relevant to their role.

Records Management

The post holder has responsibility for the timely and accurate creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and any other relevant statutory requirements.

Clinical Governance

The post holder will be expected to participate in clinical governance activities to assist the Trust to provide high quality services.



Prevention and Control of Healthcare Associated Infection

The post holder is expected to comply with Trust Infection Control Policies and conduct themselves at all times in such a manner as to minimise the risk of healthcare associated infection.

Policies & Procedures

Trust employees are expected to follow Trust policies, procedures and guidance as well as professional standards and guidelines. Copies of Trust policies can be accessed via the staff intranet or external website or via your manager.

Sustainability Clause

Somerset NHS Foundation Trust is committed to creating a sustainable business. Staff employed by the Trust, are required to think about their actions in the course of their work and make positive steps to reducing, reusing and recycling wherever and whenever possible.

Review of Job Description

This job description is not an exhaustive list of duties, but is intended to give a general indication of the range of work undertaken within this new role. Work will vary in detail in the light of changing demands and priorities, and therefore the duties identified will be subject to periodic change/review, in consultation with the post holder. All employees have a responsibility to abide by all Trust Policies.



Person Specification

This is a specification of the Qualifications, Skills, Experience, Knowledge, Personal Attributes and Other Requirements which are required to effectively carry out the duties and responsibilities of the post (as outlined in the Job Description).

Requirement	Essential / Desirable	How Assessed
<u>QUALIFICATIONS & TRAINING</u> <u>Evidence of Qualifications required.</u> RMN OR Diploma/Degree in Occupational Therapy OR Social Work; OR other relevant health or social care professional qualification. Evidence of on-going Commitment to Continuing Professional Development CPD in the field of forensic mental health – Or willingness to pursue Mentorship Training – (willingness to obtain qualifications in this area).	E D D D	Application Form
<u>KNOWLEDGE</u> An understanding of the Mental Health Act/ Mental Health Capacity Act requirements, in particular areas pertaining to forensic sections. Awareness of community structures and social care management responsibilities Understanding of recovery principles in Mental Health Awareness of legal restraints impacting on the rehabilitation of mentally disordered offenders Good working knowledge of health legislation and current practice and risk assessment. A working understanding of the South West Provider Collaborative Understanding of formal risk management pathways including MAPPA, MoJ, probation,	E D E D E D D	Interview & Application form
<u>EXPERIENCE</u> Established mental health experience for at least two years Experience of working with clients in the community and inpatient settings	E E	Interview & Application form



Experience of managing a caseload of clients with a range of complex mental health problems.	D	
Clinical supervision for qualified and/or support staff	D	
Experience of working in a multi-disciplinary and multi-agency environment.	E	
Experience of working with a forensic cohort	E	
Awareness of the implications of long-term institutional care	E	
Experience of managing risk	E	
<u>SKILLS & ABILITIES</u>		Interview & Application form
Ability to build collaborative therapeutic relationships with service users who may be difficult to engage.	E	
Ability to build and maintain boundaried therapeutic relationships	E	
Skilled in assessing, planning and evaluating clinical interventions.	E	
Able to communicate highly complex condition related information to service users & carers	E	
Ability to undertake and communicate complex risk assessments.	E	
Ability to regularly update service user records, audit/evaluation records and completes reports as requested.	E	
Psychological therapy training	D	
COMMUNICATION SKILLS		Interview & Application form
Able to communicate highly complex condition related information to service users & carers	E	
Evidence of a good standard of Literacy / English language skills	E	
Excellent written and verbal communication skills	D	
	E	



Ability to communicate with a wide range of professionals and external stakeholders		
PLANNING & ORGANISING SKILLS		Interview & Application form
Able to plan creatively to maximise effectiveness of care plans, including complex multi-agency care plans	E	
Able to work independently and as part of a team.	E	
Excellent self-management skills and ability to set own priorities	E	
Ability to take initiative and develop new ideas	E	
Able to plan prioritise, manage and oversee a clinical caseload	E	
Ability to organise and respond efficiently to complex information	E	
Ability to plan services according to needs	E	
Ability to assess and develop plans to manage risk.	E	
Ability to reflect and critically appraise own performance, professional and ethical issues	E	
A problem-solving approach to professional practice.	E	
Previously participated in audit and quality assurance programmes. Familiarity of basic research methodology.	D	
PHYSICAL SKILLS		
Ability to be mobile across a geographical area.	E	
To be able to respond promptly to physical and mental health emergencies, to think quickly and to deal with situations in a calm and sensible manner.	E	
To be able to undertake PMVA level 2 training	E	
OTHER		
To possess a full driving licence and be able to travel across the SWPC region	E	
Willingness to use technology to improve standards of care and support to our patients.	E	
Ability to manage change in a positive manner.	E	



An Enhanced DBS Check will be required for this role.

SUPPORTING BEHAVIOURS:

To carry out this role successfully the post holder needs to be fully aware of and adhere to Trust values/standards and reflect these as their behaviours:

- Kindness
- Respect
- Teamwork

SUPPLEMENTARY INFORMATION

Physical Effort	Yes	No	If yes – Specify details here - including duration and frequency
Working in uncomfortable / unpleasant physical conditions		X	
Working in physically cramped conditions		X	
Lifting weights, equipment or patients with mechanical aids		X	
Lifting or weights / equipment without mechanical aids		X	
Moving patients without mechanical aids		X	
Making repetitive movements		X	
Climbing or crawling		X	
Manipulating objects		X	
Manual digging		X	
Running		X	
Standing / sitting with limited scope for movements for long periods of time	X		On occasion, if with a client
Kneeling, crouching, twisting, bending or stretching		X	
Standing / walking for substantial periods of time	X		On occasion, if with a client



Heavy duty cleaning		X	
Pushing / pulling trolleys or similar		X	
Working at heights		X	
Restraint ie: jobs requiring training / certification in physical interventions	X		PMVA level 2
Mental Effort	Yes	No	If yes - Specify details here - including duration and frequency
Interruptions and the requirement to change from one task to another (give examples)	X		Will need to be able to respond to any urgent calls or enquiries.
Carry out formal student / trainee assessments	X		May be asked to act as a mentor for students
Carry out clinical / social care interventions	X		Acting as a care co-ordinator for a range of clients
Analyse statistics		X	
Operate equipment / machinery		X	
Give evidence in a court / tribunal / formal hearings	X		May on occasion be asked to attend court
Attend meetings (describe role)	X		Acting as a care co-ordinator for a range of clients
Carry out screening tests / microscope work		X	
Prepare detailed reports	X		Acting as a care co-ordinator for a range of clients
Check documents	X		May be asked to check patient related documentations
Drive a vehicle	X		Will be required to undertake travel across the county and south west region
Carry out calculations	X		May be required for medication oversight
Carry out clinical diagnosis		X	
Carry out non-clinical fault finding		X	
Emotional Effort	Yes	No	If yes - Specify details here - including duration and frequency
Processing (eg: typing / transmitting) news of highly distressing events	X		Due to nature of clinical area, this may occur
Giving unwelcome news to patients / clients / carers / staff	X		Due to nature of clinical area, this may occur
Caring for the terminally ill		X	



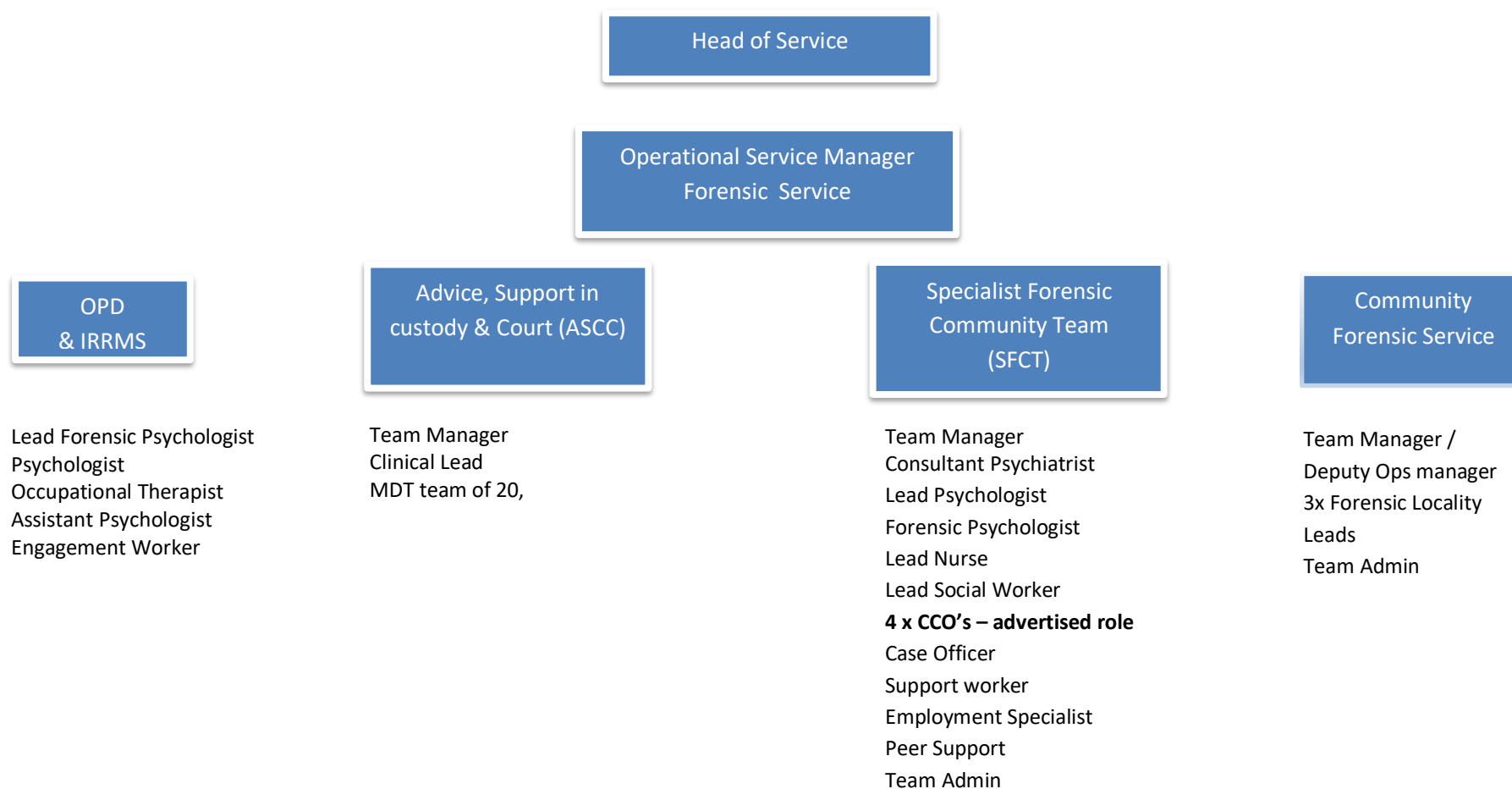
Dealing with difficult situations / circumstances	X		Due to nature of clinical area, this may occur
Designated to provide emotional support to front line staff		X	
Communicating life changing events	X		Due to nature of clinical area, this may occur
Dealing with people with challenging behaviour	X		Due to nature of clinical area, this may occur
Arriving at the scene of a serious incident	X		Due to nature of clinical area, this may occur
Working conditions – does this post involve working in any of the following:	Yes	No	If yes - Specify details here - including duration and frequency
Inclement weather		X	
Excessive temperatures		X	
Unpleasant smells or odours	X		Due to nature of clinical area, this may occur
Noxious fumes		X	
Excessive noise &/or vibration		X	
Use of VDU more or less continuously	X		For admin based duties
Unpleasant substances / non household waste		X	
Infectious Material / Foul linen		X	
Body fluids, faeces, vomit	X		Due to nature of clinical area, this may occur rarely
Dust / Dirt		X	
Humidity		X	
Contaminated equipment or work areas		X	
Driving / being driven in Normal situations	X		
Driving / being driven in Emergency situations		X	
Fleas or Lice	X		Due to nature of clinical area, this may occur rarely
Exposure to dangerous chemicals / substances in / not in containers		X	
Exposure to Aggressive Verbal behaviour	X		Due to nature of clinical area, this may occur
Exposure to Aggressive Physical behaviour			Due to nature of clinical area, this may occur rarely
Caring for the terminally ill		X	



Dealing with difficult situations / circumstances	X		Due to nature of clinical area, this may occur
Designated to provide emotional support to front line staff		X	
Communicating life changing events	X		Due to nature of clinical area, this may occur
Dealing with people with challenging behaviour	X		Due to nature of clinical area, this may occur
Arriving at the scene of a serious incident	X		Due to nature of clinical area, this may occur



Department Organisational Chart



Department Core Purpose

The Forensic Service provides support and intervention for service users in Somerset who experience mental health difficulties and are in contact with the criminal justice system, or who present with significant risks to others.

The Knowledge and Skills Framework (KSF) outline for this post which demonstrates the skills and competencies required once in post should be considered in conjunction with this document.

Job Profile Agreement

Agreed and Signed:	(Manager)	Date:	
Agreed and Signed:	(Post Holder)	Date:	
Date Role Description is Effective From:			

