

Draft Job Description

1. Job Details

Job Title: Mental Health Practitioner – North Hardwick & Bolsover PCN

Reports to: Service Manager

Accountable to: Area Service Manager

Band: Band 6

Main Location: North Hardwick & Bolsover PCN

Date: March 2024

2. Job Summary

An exciting opportunity has arisen within North Hardwick & Bolsover PCN for a Mental Health Practitioner role as part of the new Living Well Service which will be integrated into primary care services in the area.

The Mental Health Practitioner (MHP) will provide high quality, person-centred, mental health care at a Primary Care level to patients registered with 2 GP practices in the North Hardwick & Bolsover PCN.

The role will be an integral part of North Hardwick & Bolsover PCN expanding Mental Healthcare services and will consist of patient-facing consultation and care provision that will include assessment, follow up, intervention and onward referral for patients with a mental health need. This will involve close working alongside General Practice teams, current PCN staff such as Social Prescribers and Clinical Pharmacists.

You will be part of an innovative, valued, and supportive team providing first contact consultations and you will build close relationships with the primary care teams and wider communities. The PCN team at North Hardwick & Bolsover is comprised of multi-skilled professionals who have worked within the PCN for many years.

This role will add value by supporting the up-skilling of other primary and community health professionals through awareness raising and targeted support which will help combat the impact of stigma of mental health and enhance parity of esteem.

The addition of this mental health specialist role to the PCN workforce will benefit those using the service by providing significantly increased clinical capacity and mental health expertise at an accessible level, through primary care. The PCN mental health team will have a complimentary relationship with the local specialist Community Mental Health Team and strong teamworking skills across organisational boundaries will be required.

As a registered practitioner you will be personally accountable for your professional practice and have a legal/professional responsibility to service users, colleagues, employers and self.

You will be employed by Derbyshire Healthcare Foundation Trust who will act as your responsible employer. You will however be working exclusively for North Hardwick & Bolsover Care Network though their collaborative working arrangements under the Primary Care Network's Direct Enhanced Services contract.

Aims of the Mental Health service

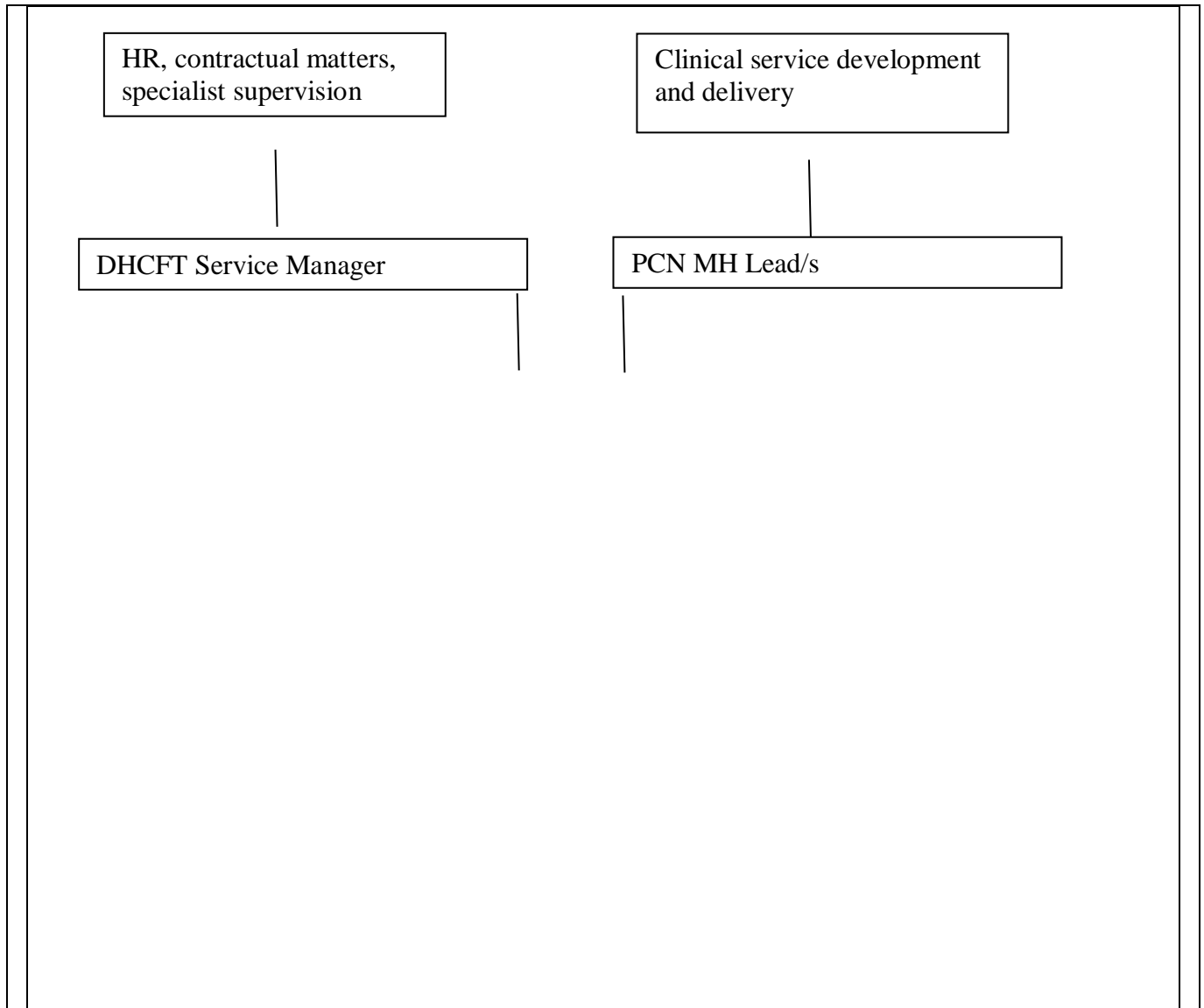
To ensure that suitable patients experiencing acute or chronic, low to moderate, mental health difficulties are assessed and cared for in a timely manner in North Hardwick & Bolsover locations, following identification by General Practice Teams, Mental Health Care Coordinators (MHCCs) or PCN clinical staff. Patient self-referral will also be enabled. Assessments will be delivered by a skilled mental health practitioner who can competently assess patients' needs, offer treatment and care planning support as required and signpost onto other services.

It is anticipated that the service will

- Be ageless, seamless and practice-based
- ensure that patients are seen by a skilled mental health professional who can best meet their needs
- Respond based on need and clinical complexity and provide tailored interventions
- Reduce demand on GPs and other health professionals in relation to supporting patients who present with low to moderate mental health needs
- Reduce A&E attendance and access to other urgent care services
- Ensure that patients access the support they need in a timely manner to help them recover / seek further help to enable recovery (e.g., self-management, support aimed at prevention).
- Complement the primary care workforce by building in mental health expertise, ensuring a more integrated offer for GP based services.
-

3. Dimensions (Financial responsibility)

The post-holder will not have any financial responsibility.



6. Key result areas

The role will be to provide specialist support services in primary care to those patients presenting with acute low to moderate mental health needs.

The role will provide highly responsive access to mental health assessment, signposting and

treatment.

It is anticipated that the majority of patients seen by the Mental Health Practitioner (and the Mental Health Care Coordinators) will be identified by General Practice and require follow up for their mental health need for a period of time ranging from a few weeks to many months. The post holder will need to have sufficient experience to make suitable judgements on the duration of follow-up care provided and be willing to collaborate with colleagues to inform such decisions.

The Mental Health Practitioner will use evidence-based interventions to facilitate assessment, interventions and treatments (informed by evidence-based best practice from research and associated guidance including that provided by the National Institute for Health & Clinical Excellence – NICE).

Specific responsibilities and interventions of the role will include providing:

- mental health assessment and care planning for individuals referred.
- support for low to moderate mental health needs as part of a plan of care for an appropriate time period
- timely interventions to prevent hospital admissions or further contact with urgent medical services
- Providing clinical leadership to the Care Coordinators
- Integration with the Upcoming Living Well Community Team
- signposting to other services.
- signposting and referral to mental health services (for, therapy, further input)
- medication advice signposting
- assessing and managing risk and safety planning
- advice to GPs and other professionals on mental health

The role will also deliver an element of proactive care whereby professionals anticipate how and when physical health conditions might have an impact on mental health (or vice versa) and suggest appropriate pre-emptive action as part of risk stratification and anticipatory care.

Professional

1. To adhere to Code of Professional Conduct of relevant professional body, and to be conversant with The Scope of Professional Practice and other advisory papers.
2. Ensure evidence-based practice and research awareness is used as the foundation for the assessment, planning, implementation and evaluation of care to ensure clinical effectiveness and cost-effective primary care.
3. To participate in and provide clinical supervision as required.
4. To participate in research within the practice, as appropriate.

5. Maintain and develop knowledge of advances in professional practice, or theory in practice and act as the catalyst for innovation.

Clinical

1. To assess and diagnose across a wide range of primary health care mental health conditions, provide consultation, plan and provide short or longer term intervention as needed, refer on and discharge patients without reference to a doctor.
2. To ensure appropriate evidence based clinical risk assessments are undertaken, assess, tolerate and manage this to support safe self-management.
3. . To liaise with the General Practitioner for prescribing and/or review of medication treatment plan.
4. To initiate appropriate and timely consultation within the expectations of the primary and community care services and/or referral when a presenting condition exceeds the practitioner's scope of practice and/or expertise.
5. To liaise with a doctor about patients with complex problems who need the expertise of a general practitioner.
6. To provide, develop and evaluate health promotion and disease prevention services to patients, including those who are healthy and those who have acute and/or long-term conditions.
7. To undertake screening procedures.
8. To ensure that appropriate health promotion materials are provided effectively.
9. To be an expert resource for and to undertake the appropriate management of mental health conditions and the diagnosis and treatment of these in primary care.
10. To assist and advise on the development of primary and community care services.
11. To provide telephone, video or face to face consultations as required (including domiciliary assessments).
12. To use and develop protocols and guidelines for the delivery of care to patients with primary health care needs.
13. According to the needs of the patient, to assess, plan, implement, monitor and evaluate the primary care services provided.
14. To identify appropriate referrals into specialist Mental Health services, Social Care and other agencies for patients presenting with mental health and social needs.
15. To demonstrate critical thinking and diagnostic reasoning skills in clinical decision-making.
16. To collaborate with other health professionals and agencies as appropriate, liaising and communicating effectively, when appropriate, with medical and other colleagues, voluntary and statutory agencies.
17. To maintain comprehensive, accurate and contemporaneous computerised records of all consultations and contacts with patients and, when appropriate, written or printed records.
18. To contribute to the accurate collection of statistical information.

19. To ensure the accurate completion of all necessary documentation associated with health care and practice administration.
20. To maintain confidentiality and privacy while communicating data, plans and results, in a manner that preserves the dignity and privacy of the patient and provides a legal record of care.
21. To ensure where necessary that Child/Adult Safeguarding Procedures are followed as appropriate.
22. Ensure care is delivered in a person-centred manner ensuring gender, ethnic, cultural and spiritual needs of service users are adhered to.
23. To be able to work with people from a wide variety of cultures and backgrounds, and people with disabilities and learning disabilities, and to be able to communicate with them (and, when necessary, their carers) appropriately to facilitate their care and understanding of their care within the service.
24. To work autonomously without the need for colleagues to be on site at all times.

Specialty Specific Requirements

1. To act as a link from Primary and Community Care into Mental Health Services, Assertive Outreach, Early Interventions, Crisis and Home treatment services, IAPT.
2. To act as part of the DHCFT Assessment Service for referrals from the On Day Service into the Mental Health service by assessing patient's needs and referring as necessary.

Leadership and Management

1. Nurture a culture of respect for others, and an environment that values and is pro-actively respectful of ethnicity, gender, culture and individuality for service users and staff.
2. Ensure trust and practice policies, procedures, and legislative directives are adhered to, e.g. Equal Opportunities, Human Rights Act, Disability Discrimination Act, Race Relations, Sex Discrimination etc.
3. Ensure that awareness of clinical and resource management information is used analytically to inform decisions that meet service user, team and organisational objectives.
4. To act as a role model in supporting parity of esteem with team members in working towards innovative and high standards of primary care practice.
5. To liaise effectively with all other disciplines and to forge effective links with primary, secondary and tertiary care to ensure effective communication.
6. To actively manage and reduce risks to patients and to ensure the reporting of adverse incidents in line with practice and trust policies.
7. To undertake and participate in clinical audit where relevant.
8. To participate in clinical governance procedures.
9. To participate in the investigation of clinical and other complaints where appropriate.
10. To participate in regular training and development needs reviews.

11. To encourage service user involvement in and feedback on the delivery of services to patients.

Education and Development

1. Demonstrate the ability to monitor personal practice ensuring live professional registration is maintained including CPD and PREP requirements.
2. Promote a culture of lifelong learning.
3. Ensure personal professional development promotes good practice, prevents poor practice and intervenes in unacceptable practice.
4. The post holder will ensure they function within the parameters of their professional role, extending and expanding these where appropriate to meet the service user's needs.
5. To have a role in influencing, teaching and developing staff working within primary care, including non-clinical staff around mental illness.
6. The post holder will receive and where necessary co-ordinate IPR's and PDP's.

Other Issues

1. This job description will be reviewed annually with the post holder; alterations will only be made after consultation and agreement. Innovation in the role is encouraged and well supported.
2. The post holder may be asked to undertake duties not directly highlighted within this job description with to further support the team. This will only be done when the skills and experience of the potholder meet the requirements of the role. The South Hardwick team are a supportive and friendly team who all work collaboratively and ensure staff wellbeing is always a high priority.
3. All employees must fulfil their responsibilities with respect to the Trust's Health & Safety Policy as outlined in Paragraph 4.7 off the Trust's Policy.

Information Governance

The Derbyshire Healthcare NHS Foundation Trust requires its staff to comply with Information Governance related standards and policies at all times when dealing with confidential information, which includes any information relating to the business of the Trust and its service users and employees.

All NHS employees are bound by a duty of confidentiality and must conduct their duties in line with the NHS Confidentiality Code of Practice, Data Protection Act and Freedom of information Act.

Post-holders must maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately and kept up to date. The post-holder must only access information, whether paper, electronic or in other media, which is authorised to them as part of their duties.

All Information obtained or held during the post-holder's period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.

Any breach of confidentiality or computer misuse could lead to disciplinary action, and in serious cases could result in dismissal. Breaches after the post-holder's employment has ended could result in the Trust taking legal action against them.

Post-holders must ensure that they are aware of their responsibilities by attending the Trust Mandatory Training and Induction programme.

Infection Control

All staff have a responsibility to appraise themselves of how the prevention of the spread of infection relates to their role. They have a responsibility to ensure they are aware of Trust policies and procedures in relation to infection prevention and control, and ensure that they comply with them in fulfilling their role.

Values

As an employee of Derbyshire Healthcare NHS Foundation Trust you are required to adhere to the Trust's overriding value of putting "patients at the heart of everything we do". In recognising both the values expressed in the NHS Constitution and the Trust Values:

People first – We put our patients and colleagues at the centre of everything we do

Respect – We respect and value the diversity of our patients, colleagues and partners and support a respectful and inclusive environment

Honesty – We are open and transparent in all we do

Do your best – We work closely with our partners to achieve the best possible outcomes for people.

Safeguarding – The action we take to promote the welfare of children and vulnerable adults and protect them from harm

SAFEGUARDING CHILDREN & VULNERABLE ADULTS IS EVERYONE'S RESPONSIBILITY

All staff working within Derbyshire Healthcare NHS Foundation Trust who come into contact with children, young people and/or their families/carers, including those who are non-clinical and those who work predominantly with adults has a duty within their role and responsibility to ensure that they understand what is required of them as an individual and as part of the wider organisation in order to keep children and vulnerable adults safe.

Health & Safety

In addition to the responsibilities of the Trust under Health and Safety legislation you are reminded of your responsibilities for health and safety at work under the Health and Safety At Work Act 1974 as amended and associated legislation. These include the duty to take reasonable care for the health and safety of yourself and of others in your work activities or omissions, and to co-operate with your employer in the discharge of its statutory duties.

You must adhere strictly to the policies and procedures on health and safety, and report all accidents, dangerous occurrences, unsafe practices or damage to your manager promptly using the Trust's incident reporting system.

You must make use of appropriate training, safety equipment, protective clothing and footwear and attend training. Failure to comply with these requirements may result in disciplinary action.

7. Communications and Working Relationships

INTERNAL

- Mental Health Care Co-ordinators (MHCC)
- GPs and other primary care professionals
- PCN Management
- PCN Clinical Directors
- PCN employees such as Social Prescribing Link Workers

EXTERNAL

- Patients and their carers
- Voluntary & Community Sector groups/organisations

9. Job Description Agreement

Job Holder's Signature..... Date.....

Senior Officer/Head of Department

Signature..... Date.....

Title:.....

PERSON SPECIFICATION

Job title: Mental Health Practitioner

Grade: 6

**Base: North Hardwick &
Bolsover PCN Care Settings**

Hours: 37.5

Area	Essential	Desirable
Education and qualifications	<ul style="list-style-type: none"> • Current Professional Registration or equivalent Mental health qualification to degree level or equivalent • Evidence of professional updating • Evidence of post-registration training • Commitment to developing professional practice and skills 	<ul style="list-style-type: none"> • Teaching/mentoring qualification •
Experience	<ul style="list-style-type: none"> • Experience in the delivery of clinical interventions • Experience in required specialist areas • Experience of undertaking clinical audit and implementing change • Experience of working collaboratively with a primary health care team • Experience of working across clinical and organisational boundaries • Experience of leading and developing health care services at a local level • Experience of promoting active public and user involvement and to working in partnership with patients 	<ul style="list-style-type: none"> • Experience of managing and developing teams • Participation in clinical supervision • Primary care experience
Skills and abilities	<ul style="list-style-type: none"> • High level of personal integrity • Self-belief, self-awareness and ability to self-manage 	<ul style="list-style-type: none"> • Ability to interpret research • Experience of writing protocols

	<ul style="list-style-type: none"> • Ability to lead, organise and develop teams effectively • Willingness to change practice in the light of experience • Accountability and responsibility as determined by Professional Code of Conduct • Ability to think coherently • Ability to assess and manage risk • Ability to demonstrate critical understanding and application of ethical theories and principles when considering options and reaching decisions • Ability to justify decisions and actions in an inter-professional/inter-agency arena and to demonstrate reasoning to senior managers if required • Ability to organise and prioritise workload • Ability to work on own initiative in a self-reliant manner as well as working as part of a multidisciplinary primary health care team • Ability to self-manage and have good time management skills. 	
	<ul style="list-style-type: none"> • 	
Knowledge	<ul style="list-style-type: none"> • Knowledge of current health and social care policy • Ability to demonstrate an understanding of and commitment to equal opportunities • knowledge of clinical governance and ability to implement at a local level • Advanced knowledge of clinical interventions required in the community for adults with complex and/or enduring 	<ul style="list-style-type: none"> • Understanding of the developing roles of primary care •

	<ul style="list-style-type: none"> mental health difficulties • Understanding of child/adult protection principles 	
Communication	<ul style="list-style-type: none"> • Ability to persuade and influence a wide range of stakeholders • Ability to communicate effectively at all levels within and across the organisation • Information technology skills • Highly developed interpersonal and communication skills • 	
	<ul style="list-style-type: none"> • 	
Flexibility	<ul style="list-style-type: none"> • Flexibility in accordance with the needs of DHCFT and NEDH 	