

## JOB DESCRIPTION

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<b>POST TITLE:</b>	<b>CAMHS Senior Mental Health Practitioner for GP - Primary Care</b> <i>(Additional Roles Reimbursement Scheme - ARRS) for Berkshire East</i>
<b>BASE:</b>	LOCC PCN/Slough locality CAMHS Getting Help Team
<b>BAND:</b>	6
<b>LINE MANAGER:</b>	CAMHS Getting Help Team Lead
<b>PROFESSIONAL ACCOUNTABILITY:</b>	Relevant CAMHS Professional Lead

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## OUR VISION AND VALUES

Our **vision** is to **be a great place to get care, a great place to give care.**

Our values are:

- **Caring** for and about you is our top priority
- **Committed** to providing good quality, safe services
- working **Together** with you to develop innovative solutions

## JOB SUMMARY:

These are new roles designed to enhance joint working across primary care and the network of emotional wellbeing and mental health services within Slough, improving patient journeys and making it easier for children, young people and their families to obtain the help they need. The roles will provide an opportunity to support primary care, with the long-term vision to reduce demand on GP's to ensure CYP to get support at the earliest opportunity and by the appropriate service.

Patient choice and collaboration will be at the centre of care, the Service activity in addition to improving communication with GPs, young people and their families and other professionals.

To enable robust access to clinical supervision, professional development and to facilitate recruitment and retention, we will seek to recruit two staff to roles that are shared across the PCN and locality Getting Help or Mental Health in Schools Team. The two roles will provide mental health advice, triage and assessment as required to children and young people presenting for help to the LOCC GP Surgeries in Slough, which are all within a short drive of one other.

Post holders will spend 2.5 days in the PCN and 2.5 days in the identified CAMHS Team. This will have the additional benefit of supporting practitioners in maintaining their understanding of and relationships with, local services.

They will have a base within the PCN and the identified CAMHS team. They will be employed within the Trust Child & Adolescent Mental Health services. Line management, clinical supervision and peer support will be provided by the locality CAMHS Getting Help Team. The post holder will be an integral part of this team, holding a small caseload of Getting Help level cases accepted via triage and assessment in their

PCN role. The PCN Clinical Director will be responsible for ensuring that the practices within the PCN are aware of the role and allocate the resource across the PCN footprint.

The roles are delivered in line with the principles of the CMH Framework 2019 to increase access to MH expertise via primary care.

### **Flexible Working**

This role works across standard 9-5 hours. The LOCC GP surgeries operate extended hours Monday to Friday, with some additional clinics operating over the weekend. If there's high demand for appointment after school / college, this will be monitored, and possible opportunities for flexible working.

### **Key Clinical Responsibilities**

- Review requests for planned appointments and undertake a structured telephone/digital triage to determine the mental health needs of the child or young person, assessing risk and formulating need and either referring to the appropriate service for support/intervention or arranging a more detailed face to face assessment if required.
- Undertake face to face assessment of young people presenting on the day, referred as priority/urgent where a telephone triage is not sufficient to determine need for further care or level of risk.
- To formulate the primary presenting needs and difficulties of the young person, making appropriate judgments that best improve the treatment outcomes for the child, young person and their families' as well as improve resilience and recovery and which mitigates risk to themselves or others.
- Consider a range of options regarding treatment interventions providing them with specialised advice concerning care when appropriate and liaising with GPs and providers of emotional wellbeing and mental health services within the locality.
- Offer brief psychosocial interventions as needed e.g sleep hygiene, stress management, building resilience and self-esteem, coping strategies, behavioural activation.
- To make referrals to the most appropriate community or secondary care services – bridging the gap between primary care services and other community mental health support such as the Getting Help Teams, MHST's, youth counselling and other VCSE providers and secondary care CAMH services, working in partnership across the system.
- To have a wide knowledge of other agencies providing emotional wellbeing and mental health care and treatment at Getting Help, Getting More Help and Getting Risk Support level within their Locality and to develop relationships that facilitate referral, signposting and enhance patient care.
- Provide specialist advice to GP's and other members of the MDT on the particular needs of children and young people and their families including advice on symptoms, risk or the need for a referral.
- Actively involve service users in decisions about the service and support they receive, to be aware of and inform service users about participation initiatives, and actively support the development of such initiatives to ensure the voice of service users is at the heart of service design, development and delivery.
- Ensure services are delivered in a manner that is appropriate, relevant and respectful to all community members, recognising the diversity of ethnicity, culture, belief, privilege and capacity of service users and carers.
- Attend and contribute to multi-agency meetings including safeguarding and child protection meetings if required, to achieve positive outcomes for children and young people.

### **Record keeping, information collection and communication**

- Effectively manage highly complex and sensitive situations and condition related information regarding diagnosis and prognosis to children and young people and their families, other professionals and

external agencies, where there may be barriers to understanding or a hostile and antagonistic working environment.

- To use and adapt communication skills as appropriate, finding ways of enabling the information to be understood and providing empathy and reassurance to specialist children and young people groups.
- To ensure all systems for recording activity and outcomes are adhered to, maintaining clinical records in accordance with professional standards, Trust Record keeping Standards and standards set by the PCN.
- To actively participate in collection of qualitative and quantitative data from patient experience feedback, complaints and complements to improve service user experience.  
Staff within all teams and pathways are required to use ROMS as routine with all young people to ensure service users are actively involved in decisions within their own treatment and for staff to evaluate their own effectiveness and development needs through individual supervision and to contribute to team and service evaluation and development.
- To be responsible for the accurate recording and transferring (to other services) of information relating to patients in receipt of care.
- Staff within all teams and pathways may be required to undertake a role in moderating service user activity on the BHFT Support, Hope, Recovery On-Line Network (SHaRON) and to participate in on-line discussions and care delivery via this modality.

### **Leadership, Development & training**

- Provide a prompt response to requests for information and advice in line with agreed response times.
- Support the coordination and delivery of education and training through the PPEP, webinar and CYP mental health training programme, to better support the Primary Care Team in recognition and management of mental health problems in children and young people.
- To apply up to date professional evidence-based knowledge to ensure any options of care for individuals is evidenced based and informed by theoretical and practical learning and experience.
- To develop and facilitate, with other members of the CAMH service/wider partnership, clinical groups, training sessions and workshops as appropriate.
- Maintain continuous professional development and undertake clinical supervision and management supervision as defined in the Trust policy (Clinical and Management Supervision for all BHFT Staff (Clinical and Non-Clinical Staff), BHFT CCR097)).
- To measure personal, team and service goals and ensure they align to the wider Trust goals and strategic objectives, national, regional, ICS and PCN priorities.
- To undertake Clinical Audits, research and test different types of aids as necessary for own area of specialism.

### **Monitoring & Evaluation**

- To participate in the formal evaluation of the CYP MH ARRS roles
- To be responsible for relevant data collection on work activities, inputting data onto the GP Practice and/or BHFT databases as required

### **Professional Development**

- To maintain high standard of care in all areas of practice in accordance with the relevant professional Code of Conduct and guidelines.
- Maintain and develop a level of professional knowledge, skills and expertise that ensure the highest standards of practice and is responsive to changing care needs.
- Act at all times according to professional standards, maintaining own knowledge and skills.
- Maintain awareness of current research within own area of specialist practice and demonstrate a commitment to evidence-based practice.
- Be prepared to undertake training when relevant to role.

- To comply with all national, statutory, legislative, professional and local policy.
- To work to the local GP practice code of conduct
- To be confident working as the sole mental health practitioner with remote support from a pathway and supervision lead within the Trust

This job description is not restrictive or definitive in any way and should be regarded only as a guideline to normal duties

## GENERAL

1. This is a varied role where you'll be expected to undertake the range of responsibilities specified above, working together with your line manager and colleagues to ensure that the activities of this post make a real difference to our patients. Your line manager may ask you to undertake other reasonable duties to facilitate the smooth running of your service or team.
2. We are an equal opportunities employer and you'll be expected to role model equality of opportunity, live the values and always operate in accordance with our Equal Opportunities Policy.
3. Health and Safety at work is important to us and we would like you to role model the highest standards of behaviour and go above and beyond by adopting excellent practice where it links to the health and wellbeing of our colleagues. It is important that you cooperate with us to ensure that statutory and departmental safety regulations are adhered to.

**BEHAVIOURS:** In addition to the responsibilities and requirements outlined in this job description, you should refer to the associated and expected behaviours that are relevant to this role - your line manager will be able to provide you with this detail. Our values define the behaviours we are all expected to display during the course of our work and they underpin our organisational recruitment, appraisal, reward and development processes.

**LOCATION/MOBILITY:** We may require you to work at or from a different work base or location from time to time, to meet service demands and deliver an operational service. Given the geographical nature of the Trust, you may be required to travel between Trust premises as part of your role. We also may need to change your work base on a permanent basis and if this is the case, we will consult with you in line with our policies and procedures.

**FLEXIBILITY:** We may need to amend your job description and/or your duties from time to time in order that we can continue to provide the best possible service to our patients. It is important that you work with us to deliver our services, by complying with lawful and reasonable instructions, by adapting to new ways of working, and by attending training courses as requested from time to time.

**CONTINUING PROFESSIONAL DEVELOPMENT:** You'll be expected to attend and contribute to staff meetings and forums, supervision sessions, training courses, seminars and workshops, all of which will contribute to the development and enhancement of our current working practices. You will also be expected to participate in all personal review meetings and to take responsibility for your own personal and professional development and the professional accountability for your role.

**DATA PROTECTION ACT:** We are all expected to be aware of the Data Protection Act and to follow the local Codes of Practice to ensure appropriate action is taken to safeguard confidential information.

**HEALTH & SAFETY:** We all have a responsibility for health and safety, risk assessment and workplace inspections, and you will be expected to take reasonable care for your own health and safety and that of others. You will also be expected to co-operate with your colleagues to ensure that statutory regulations, policies, codes of practice and departmental safety procedures are adhered to, and to attend any training programmes that we consider to be relevant.

## INFECTION CONTROL

The Health and Social Care Act 2008: (code of practice on the prevention and control of infections and related guidance) sets out responsibilities for NHS managers, Heads of departments, Clinical Leads and all staff to ensure patients are cared for in a clean and safe environment. Cleanliness and prudent antimicrobial stewardship (AMS) is essential to ensure that people who use health and social care services receive safe and effective care.

Prevention and appropriate management of infection is of paramount importance in the quality and safety of the care of patients and to the safety of staff and visitors. As a core element of the trust's clinical governance and risk programmes, all staff are required to be aware of their responsibilities and comply with infection prevention and control policies and guidelines.

**CONFIDENTIALITY:** We all have a responsibility to make sure that we don't disclose any information of a confidential nature relating to the services we provide or in respect of any service user, client or third party. This applies both during and after your employment.

You must not remove or copy any documents or tangible items including software which belong to the Trust or which contain any confidential information unless you have specific permission to do so. When you leave our employment, or if you are asked, you must return all documents and tangible items which are in your possession or are under your control, but which belong to us or contain or refer to any confidential information.

You should be aware that a breach of confidentiality may result in your dismissal and that, regardless of any disciplinary action that we may take, a breach of confidence could result in civil action for damages.

**DATA QUALITY:** We are all responsible for making sure that our data and electronic records are updated, accurate, relevant, reliable, and completed in line with our record keeping standards and policies.

**CLINICAL GOVERNANCE:** We aim to provide the highest standards of care. To help us achieve this aim, you are expected to follow acceptable working practices as defined in our policies and guidelines. You also have a personal responsibility to your colleagues and patients to keep yourself up to date with any changes to policies and to report any practice that you consider to be unacceptable through the appropriate channels.

**ASYLUM & IMMIGRATION ACT 1996 AND AMENDMENTS:** We need to make sure that we comply with the Asylum and Immigration Act 1996. To do this, we check the documentation of all applicants to confirm that they have the right to work in the UK. We won't offer employment to any applicant who does not have valid leave to remain and work in the UK or whose leave is subject to conditions which prevent them from taking up employment with us. If your leave to remain and/or right to work status changes during the course of your employment, we will determine what impact this may have on our ability to continue employing you.

**SAFEGUARDING CHILDREN AND VULNERABLE ADULTS:** We all have a responsibility for safeguarding individuals who come into contact with our services, whether they are a child or young person, a person with Learning Disabilities or an older or vulnerable adult.

We adhere to the Berkshire Local Safeguarding Children Boards Child Protection Procedures, which places a duty of care and responsibility on us all to safeguard and promote the welfare of children.

**SMOKE FREE:** We operate a smoke free policy which means that smoking is not permitted on any of our sites. This also applies when you are travelling in vehicles (including owned and lease cars) whilst on official business, parked on our premises in privately owned vehicles, or transporting services users or visitors. We will not support taking additional breaks during the working day to smoke off site. Further information can be found in the Staff Smoke Free policy.

## PERSON SPECIFICATION

### Specialist Children and Young People's Mental Health Practitioner for Primary Care (ARRS)

CATEGORY	ASSESSMENT METHOD		
	Application Form Essential (E) or Desirable (D)	Interview Essential or Desirable	Selection Tool
<b><u>Education/Qualifications/Training</u></b> <ul style="list-style-type: none"> <li>Qualification in appropriate mental health core profession. i.e./ relevant professional qualification as defined by BABCP <a href="http://babcp.com/Accreditation/Core-Profession.aspx">http://babcp.com/Accreditation/Core-Profession.aspx</a></li> <li>Registration with relevant UK governing body (HCPC/UKPC/BABCP/Social Work England/NMC).</li> <li>Qualification in therapeutic approaches with children and families/Specialist training in skills relevant to child &amp; adolescent mental health e.g. CYP IAPT Dip in CBT/SFP/IPT-A/Parenting</li> <li>Evidence of continuing professional development as recommended by the relevant professional body.</li> </ul>	<p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p>		<p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p>
<b><u>Previous Experience</u></b> <ul style="list-style-type: none"> <li>Demonstrable experience of working in CYP mental health services</li> <li>Skills and experience of working with children, young people and families around a range of emotional/mental health, behavioural/additional health/developmental needs</li> <li>Ability to meet agreed /specified service targets</li> <li>Ability to manage competing demands / manage a caseload</li> <li>Experience with routine outcome monitoring</li> <li>Experience of working within a multicultural framework.</li> <li>Experience of teaching and liaising with other professional groups</li> <li>Experience of running / co-running groups.</li> <li>Experience of supervising others</li> </ul>	<p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">D</p> <p style="text-align: center;">D</p> <p style="text-align: center;">D</p>	<p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p>	<p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">I</p>
<b><u>Knowledge, Skills &amp; Abilities</u></b> <ul style="list-style-type: none"> <li>Knowledge of the theory and practice of specialised psychological therapies with clients with mental health problems</li> </ul>	<p style="text-align: center;">E</p>		<p style="text-align: center;">I</p> <p style="text-align: center;">I</p>

<ul style="list-style-type: none"> <li>Knowledge of legislation in relation to the client group and mental health.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Well-developed skills in the ability to communicate effectively, orally and in writing, complex, highly technical and/or clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Skills in providing consultation to other professional and non-professional groups.</li> </ul>	E		A/I
<ul style="list-style-type: none"> <li>Good organisational and time management skills, ability to plan and prioritise own workload</li> </ul>	E		I
<ul style="list-style-type: none"> <li>Ability to teach and train others.</li> </ul>	E		
<b><u>Additional Requirements</u></b>			
<ul style="list-style-type: none"> <li>A positive approach to working with children and young people with mental health difficulties.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Ability to work as part of a team and independently.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Ability to identify and employ mechanisms of clinical governance as appropriate, to support and maintain clinical practice in the face of regular exposure to highly emotive material and challenging behaviour.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Willingness to work flexibly.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>An awareness of own strengths and limitations.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Ability to travel between sites and to locality meetings.</li> </ul>	E	E	I
<ul style="list-style-type: none"> <li>Commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.</li> </ul>	E	E	I

**Selection Tool:**  
**T = Test**

**A = Application Form,**

**I = Interview,**

**P = Presentation,**