

JOB DESCRIPTION

JOB DETAILS

Job title: Community Learning Disability Nurse

Band: 6

Hours: 22.5 hours per week

Location: Colliers Court Cinderford, Forest of Dean.

Accountable to: Manager, Forest of Dean CLDT

JOB PURPOSE

The post holder will be a senior member of the team working with people across the service area who have a Learning Disability and associated complex health needs. The purpose of this role is to:

- Provide assessment and implementation of evidence-based interventions for people with learning disabilities and associated needs.
- Supervise, mentor and teach qualified and unqualified staff including students
- Coordinate care for a specified group of service users
- Support Clinical Governance initiatives at team and service level.

DIMENSIONS

The team provides

- A Community Learning Disability Service offering comprehensive person-centred assessment and care
- Specialist care for people with a learning disability, and support with reasonable adjustments associated with their learning disability and both mental and physical health needs.
- Specialist support, advice and training directly to people with a Learning Disability, their families and carers, primary and secondary health professionals and a wide range of other agencies and service providers.
- The post holder will work in a multi-disciplinary team covering the Forest of Dean
- The teams operate Mon – Fri 9.00 – 17.00 • The post holder may work as an independent / supplementary non-medical prescriber within the parameters of GHC POPAM policy. Some flexible working may be required

CORE KEY RESPONSIBILITIES

Clinical

- Work according to the Nursing and Midwifery Council (NMC) Code of Professional Conduct and relevant professional guidelines as a named nurse or key worker taking responsibility for the assessment of care and health education needs
- Develop, implement and evaluate care plans in conjunction with service users, carers and other professionals ensuring individual needs are met
- Ensure that everyone involved in the care plan receives a copy and to ensure that all relevant details are recorded on Trust IT systems
- As named nurse to have responsibility for undertaking mental and behavioural state examinations for own service users and service users being admitted, repeated on at least a weekly basis and clinical risk assessment and management plans.
- Utilising the Care Programme Approach (CPA) and in line with Trust policy, provide specialist care, education and advice to service users (including carers) who are suffering from common, severe and enduring mental health problem to promote recovery and social inclusion
- Assist service users to meet their personal care needs e.g. assisting with bathing and washing, as outlined in the Care Plan. This intervention may be delegated where appropriate
- Liaise with and offer specialist assessment and advice to other agencies and professions, including participating in Multi-Agency meetings to offer advice and opinions to facilitate the ongoing treatment and care of service users and to ensure adherence to National Service Framework (NSF) guidelines
- Actively support service users in the management of their medication within a 'concordance framework' and relevant policies. Administer medication, including Intra-muscular injections depot medication as appropriate and monitor side effects. Delegate the checking and delivery of medication when appropriate

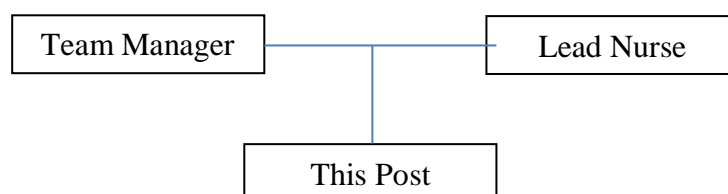
Professional

- Maintain accurate written records and statistics to ensure that service user details and details of the care given is recorded in notes and on the Trust database(s) in line with Trust policies
- Contribute to the preparation of appropriate reports, including reports for Mental Health Act Tribunals and Mental Health Managers review meetings as required by rule 6 (1) of the Mental Health Tribunal rules
- Provide and receive complex and sensitive information from service users, carers or other professionals and agencies, on a daily basis
- Work with and support other members of the Multi-disciplinary team, using clinical judgements in the absence of key members of the team, including medical staff
- Ensure that psychological intervention or treatment is offered to service users as outlined in the National Institute for Health and Clinical Excellence (NICE) guidelines
- De-escalation of aggression using verbal skills and physical breakaway skills

Leadership / Management

- Support existing team members in the provision of appraisal and supervision of other team members including induction of junior staff members and assessment of work based studies such as a National Vocational Qualification (NVQ)
- Support existing team members in the planning and delivery of teaching sessions to members of the multidisciplinary team and outside agencies including professions from primary care in order to implement mandatory training or to pass on specialist knowledge and skills. These sessions may be part of protected learning time
- Contribute to service development and quality initiatives in line with local and national policies using audit and policy development
- Undertaking other duties appropriate to the post as requested by senior managers
- Ensure that through competent planning and organisational skills, the post holder allocates sufficient time to provide and receive ongoing clinical and managerial supervision, to include work load management, focusing on improving quality of care and audit in line with the Government Modernisation Programme
- Provide mentorship and preceptorship to junior nurses, nurses in training and other members of the multi-disciplinary team ensuring training objectives are met
- Implementing risk assessments and management plans on a daily basis working with people with common, severe, and enduring mental health problems who are frequently distressed and emotionally disturbed
- Take charge of the ward in the absence of senior staff for clinical, environmental and managerial aspects.
- Shift Co-ordination – including allocation of resources, deployment of staff, upholding the requirements of the Mental Health Act, maintaining a safe environment, liaising with other disciplines, service users and carers.
- At nights and weekends undertaking additional responsibilities for hospital wide issues of bed management, staff deployment, fire coordination etc.

ORGANISATIONAL CHART



COMMUNICATIONS AND WORKING RELATIONSHIPS

- Service users and carers
- Multidisciplinary teams (Primary Care Assessment & Treatment Team (PCAT), Crisis Resolution & Home Treatment Team (CRHT), Recovery, Gloucestershire Recovery in Psychosis Team (GRIP) and AOT
- Other specialist teams both within and outside the Trust
- Professional leads
- Inpatient staff
- Community staff
- Voluntary and statutory agencies including employment, education, housing and leisure services
- Police and probation services and county and district councils services
- Educational departments
- Accident & Emergency Department
- Child Protection Unit
- Approved Social Workers
- Transport providers

EFFORT AND HEALTH & SAFETY FACTORS

- Working with service users in distress and who on occasion may be suicidal, hostile, confused and have difficulty communicating and as a result may pose risks to themselves or the safety of others
- Long periods of intense concentration are required regularly throughout the shift
- Invasive procedures such as Intra-muscular injections with associated risk of injury and infection
- Occasional exposure to body fluids
- Disposal of clinical waste
- Use of computer and VDU equipment

MOST CHALLENGING PART OF THE JOB

- Re-prioritisation of clinical and administrative tasks throughout the day based on urgency of need
- Implementing risk assessments and management plans on a daily basis and working with service users with severe and enduring mental health problems who are frequently distressed and emotionally disturbed, frequent exposure to violent or aggressive behaviour
- Working within a rapidly changing service, within budgetary limits
- Assessing and working with service users that are presented with self-harm and who are not supported by Mental Health Services

GENERIC RESPONSIBILITIES – ALL POST / ALL EMPLOYEES

The following are applicable to all posts and all employees:

Trust Values

The post holder will be expected to work in line with the Trust values which are:

- Working together
- Always improving
- Respectful and kind
- Making a difference

General Duties

To undertake any other reasonable duty, which is appropriate to the band when requested by senior staff.

To be familiar with and comply with all Trust and departmental policies, procedures, protocols and guidelines.

To demonstrate an understanding and commitment to Trust values and Staff Charter.

Professional and Personal Development

All staff must ensure that they are aware of their responsibilities by attending the Trust Mandatory Training and Induction programme.

All staff will have a formal appraisal with their manager at least every 12 months. Once performance/training objectives have been set, the staff member's progress will be reviewed on a regular basis so that new objectives can be agreed and set, in order to maintain progress in the service delivery.

Those with management/supervisory responsibility are required to ensure that their direct reports have an appraisal in line with Trust policy.

All staff will be expected to take responsibility for their own professional development and will be supported by the Trust to achieve development opportunities as appropriate.

Infection Control

All staff have a responsibility to ensure that infection control policies, procedures and guidelines are adhered to and to support the Trust's commitment to preventing and controlling healthcare associated infections (HAI).

Health and Safety

All staff have a responsibility to maintain health and safety of self and others within the performance of duties in accordance with Trust health and safety policies, and to undertake specific health and safety responsibilities as directed. All staff have a responsibility to adhere to the Trust's Risk Management Policies & Procedures.

All staff are required to contribute to the control of risk, and must report immediately any incident, accident or near miss involving patients, service users, carers, staff, contractors or members of the public using the Trust Datix system.

Confidentiality

All staff may gain or have access to confidential information about the diagnosis or treatment of patients, information affecting the public, private or work related staff information, or Trust matters. A breach of confidentiality will have occurred where any such information has been divulged, passed (deliberately or accidentally) or overheard by any unauthorised person or person(s). Breaches of confidentiality can result in disciplinary action, which may involve dismissal.

All staff must maintain a high standard of quality in corporate and clinical record keeping, ensuring information is always recorded accurately, appropriately and kept up to date. Staff must only access information, whether paper, electronic or in other media which is authorised to them as part of their duties.

All staff must ensure compliance with the data protection legislation.

Safeguarding: Adults and Children (Section 11 of the Children Act 2004)

Safeguarding: Adults (Care Act 2014) and Children (Section 11 of the Children Act 2004)

Every member of staff has a responsibility to be aware of and follow at all times, the relevant national and local policy in relation to safeguarding children and safeguarding adults. This includes keeping up to date with relevant training and seeking supervision.

Freedom of Information

All members of staff must be aware of their responsibilities under the Freedom of Information Act 2000. The Act gives individuals or organisations the right to request information held by the Trust. Staff must manage information they hold in such a way that meets the requirements of the Act. All requests for disclosures under the Act must be passed to the Freedom of information Officer.

Working on Non-Trust Premises

All staff when working on non-Trust premises are bound by Trust policies and procedures, including home working policy; IT security policy; email and internet acceptable use policy information.

Smoke Free Premises

The Trust is committed to protecting and improving the health and welfare of staff, service users, carers, visitors and contractors, and protecting smokers and non-smokers from the health dangers of second-hand smoke. Therefore all Trust premises are 'smoke free' and staff (and external contractors and visitors) must refrain from smoking in Trust buildings, vehicles and grounds.

Diversity and Promoting Dignity at Work

The Trust recognises the contribution of all employees to deliver responsive and quality services. We expect staff to value and respect the diversity of those who use or contact our services and to respond to the differing and diverse needs of others. We aim to have an environment free of bullying or harassment which would create an intimidating and unpleasant atmosphere impacting on staff wellbeing and service delivery. We want staff to be able to report issues knowing they will be dealt with promptly and sensitively.

All forms of bullying and harassment are unacceptable and will not be tolerated.

Data Quality

The Trust recognises the role of reliable information in the delivery and development of its services and in assuring robust clinical and corporate governance. Data quality is central to this and the availability of complete, comprehensive, accurate and timely data is an essential component in the provision of high quality mental health services. It is therefore the responsibility of all staff to ensure that where appropriate, information is recorded, at all times, in line with the Trust's Policy and Procedures for Data Quality

This job description seeks to provide an outline of the duties and responsibilities of the post. It is not a definitive document and does not form part of the main statement of Terms and Conditions. The job description will be reviewed as part of the annual appraisal process and will be used as the basis for setting objectives.

Physical Intervention Descriptors

Working Well Pre-employment Assessment

Breakaway – Practical training in Breakaway techniques is intended to enable staff to reduce the likelihood, and risk of personal injury due to aggressive verbal or physical behaviour of others by providing evasion and self-protection strategies (**clinical and non-clinical**). Training involves a degree of physical exertion; trainees are required to stand for the duration of the practical training session and to make controlled body movements. This will include the ability to adopt a stable body position to prevent being pulled or pushed off balance, be able to shift body weight rapidly, and to achieve some limited rotation of the torso.

Positive Behaviour Management (PBM) – Practical training in the implementation of Physical Intervention techniques that are designed to temporarily gain control of a service user's behaviour at a time when they are placing either themselves or others at risk of injury. Training involves a degree of physical exertion; trainees are required to stand for the duration of the practical training session. Depending on the technique each trainee will be able to adopt a 'stable stance'; balanced to prevent being pulled or pushed off balance, be able to shift body weight rapidly, and to achieve some limited rotation of the torso. They will also be able to safely achieve a controlled movement to and from the floor in support of a service user.

