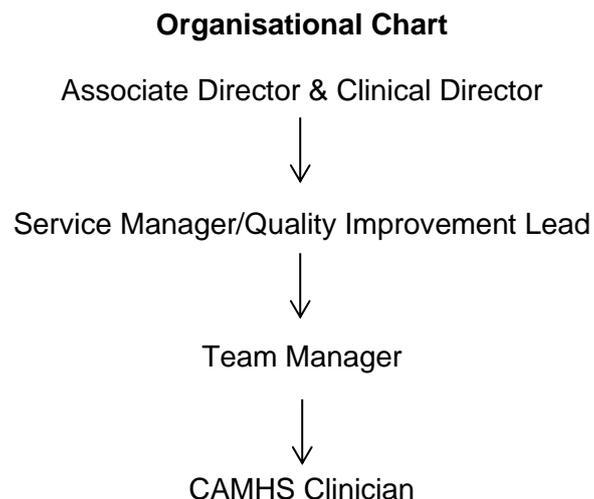


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| HR Use Only |
| AFC Job Ref: |
| CHC_MH40 |

JOB DESCRIPTION

| | |
|-------------------------|-------------------------------------|
| JOB TITLE: | Senior Mental Health Practitioner |
| PAY BAND: | 6 |
| DIRECTORATE: | Community Mental Health Directorate |
| TEAM/SERVICE: | Stoke CAMHS |
| BASE: | Roundwell Street, Tunstall |
| RESPONSIBLE TO: | Team Leader |
| ACCOUNTABLE TO: | Service Manager |
| RESPONSIBLE FOR: | |

Organisational Chart *(Responsible to/Accountable to/Responsible for)*



Job Summary:

The post holder will hold a caseload and undertake the role of care-co-ordinator for children/young people with moderate to severe mental health difficulties, working as an autonomous and accountable practitioner within a multidisciplinary team. This will involve the assessment, planning, implementation and evaluation of clinical intervention with effective liaison with all agencies involved with the service user. The post holder will work collaboratively with young people and their families incorporating the use of outcome measures within their work. The post holder will also offer specialist support, consultation and training to staff within the service and other agencies where appropriate. The post holder will be expected to provide assessment and therapeutic interventions at Tier 3 level and contribute to the ongoing development and provision of services to children and young people.

Key Duties/Responsibilities

- To act at all times in accordance with their respective professional bodies Code of Professional Conduct, Trust Policies and occupational protocols.
- To perform all aspects of the role in accordance with Trust policies and other national bodies.
- To work with a defined caseload of service users as part of a multi-disciplinary team, providing assessment, care planning and care delivery for service users with complex and multiple conditions. This will include the provision of highly skilled clinical interventions, clinical assessment, risk assessments / risk management and promoting recovery and inclusion and ensuring patient centred practice with service users and their carers.
- To provide specialist advice to other members of staff.
- To provide leadership, management and supervision / appraisal for junior multi-disciplinary staff and lead / coordinate / supervise teams of staff in the delivery and evaluation of care.
- To liaise with all members of the multi-disciplinary team and outside agencies in the implementation of patient care.
- To ensure that care activities are research based and in keeping with changes in the field of activity.
- To contribute to the development of ideas and innovative practice and propose changes to protocols and procedures within CAMHS where required.
- To initiate and participate in departmental audit as requested by the Team Manager or Quality Improvement Lead.
- To participate in the Duty rota on a weekly basis.

1.0. CLINICAL:

- Under the direction of the Team Manager be accountable and responsible for a defined clinical caseload.
- Demonstrate the clear and effective use of outcome measures for all clients as dictated by the trust.
- Complete evidence based functional assessments of a person's behaviour in partnership with the service user and other members of the multi-disciplinary team.
- Following appropriate assessment, develop person centred care plans to enable the proactive management of presenting behaviour.
- To develop and maintain therapeutic relationships with children, young people, their families and carers who may at times be in situations of emotional distress and presenting in an aggressive manner.
- Communicate complicated or highly sensitive information such as diagnosis and care plans to service users and families in a way that allows them to fully understand what is required.
- To take an active lead in working closely with partnership agencies to promote wellness and recovery focused interventions and discharge planning
- To ensure risk assessments are completed, implemented and reviewed within each service users' programme of care, using agreed clinical and therapeutic formats to deliver planned interventions as required

- To actively contribute to multi-disciplinary team working and ensure that progress towards assessment and care planning is evidence based and logically organised to enable regular sharing and discussion with the wider multi-disciplinary team.
- To maintain accurate records of all contacts ensuring timely input into the clinical database.

2.0 PLANNING AND ORGANISING:

- Plan and organise work according to identified need and in line with Team Manager. To be adaptable and flexible when there are unpredictable interruptions to planned workload
- To demonstrate effective time management, planning and prioritising the assessment and treatment of individuals, activities and programmes, requiring formulation and adjustment of interventions
- To set professional standards of care and to participate with auditing the effectiveness of services provided
- To work as a member of the integrated multiple professional team, participating constructively and attending clinical/departmental and team meetings and contributing positively to overall service development.
- To develop and maintain joint working arrangements with colleagues from across the health and social care economy to promote the comprehensive delivery of services.
- Meet with the Team Manager for caseload and managerial supervision to review caseload outcomes, performance and professional development.
- Undertake the supervision of students on placement within the service and junior staff as agreed with the Team Manager and participate with the induction of new staff.
- In accordance with local policy and procedure, maintain adequate and appropriate records and ensure secure storage of client notes.
- In accordance with the local policy and procedure, utilise information technology available.
- To provide statistical returns as required by the Team Manager.
- To undertake any other duties commensurate with the post as directed by the relevant managers and as identified as service priority.
- There are unpredictable elements of the workload, for example crisis intervention and involvement in the detention of service users under the Mental Health Act.

3.0 PARTNERSHIP WORKING:

- Work in partnership with other health and social care colleagues adopting a multi-agency approach to support individuals
- To support students on placement within the service as agreed with the Team Manager.
- Work co-productively with service users and their carer's and families as appropriate.
- Maintain awareness of current development in Children and Young Peoples practice, best practice, trends, issues and research in learning disabilities and related topics in line with the divisional business plan by attending lectures, seminars as identified with Team Manager.
- Contribute to and lead the development of clinical effectiveness and evidence based practice as they relate to Children and Young People.
- Develop oneself and contribute to the development of others.
- Undertake, lead and participate in surveys and audits as necessary.

4.0 SPECIALIST/TECHNICAL REQUIREMENTS

- Strong interpersonal and communication skills - both written and verbal
- Effective communication and positive interpersonal skills
- Work in line with the vision for the future of CAMHS
- Ability to demonstrate a range of assessment skills
- Sound value based practice which empowers individuals and promotes wellness and is recovery focused
- Demonstrate personal qualities and skills which involves taking the lead in teaching and/or having presentation skills against various individuals and groups across the sectors.
- Commitment to ensure core skills and knowledge is updated on a yearly basis as set out in appendix one

5.0 Public Health

- Promote equality and value diversity.
- Interpret equality, diversity and rights in accordance with legislation, policies, procedures and relevant standards
- Evaluate the extent to which legislation is applied in the culture and environment of own sphere of activity.
- Identify patterns of discrimination and takes action to overcome discrimination and promote diversity and equality of opportunity.
- Enable others to promote equality and diversity and a non-discriminatory culture
- Support people who need assistance in exercising their rights using legal frameworks
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GENERIC CLAUSES

- To maintain a broad understanding of the work of North Staffordshire Combined Healthcare NHS Trust as a whole, and actively contribute your ideas for the improvement of service provision.
- To ensure own actions contribute to the maintenance of a quality service provision.
- To be responsible for the self-development of skills and competencies through participation in training and development activities and to maintain up to date technical and professional knowledge relevant to the post.
- To participate in the Performance and Development Review and to undertake any identified training and development related to the post.
- To undertake statutory and mandatory training as deemed appropriate by the Trust.
- To develop and maintain effective working relationships with colleagues.
- To adhere to all Trust policies and procedures.

Trust Values:

As an employee and representative of the Trust, you are required to demonstrate and uphold the Trust's Values. These are:

Proud to CARE:

Compassionate

- Caring with compassion, it's about how we listen, what we say, what we do.

Approachable

- Friendly, welcoming, sharing ideas and being open

Responsible

- Taking personal and collective responsibility, being accountable for our actions

Excellent

- Striving for the best, for high-quality safe care and continually improving

Health & Safety:

All staff have a duty to ensure the health and safety of themselves and others whilst at work. Safe working practices and health and safety precautions are a legal requirement. ALL incidents/ accidents must be reported to your manager and in line with the general philosophy of the Trust, you must participate in accident prevention by reporting hazards and following relevant policies and procedures including Moving and Handling guidelines and mandatory health and safety training.

Infection Control:

Infection Prevention and Control (IPC) is everybody's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and Procedures and make every effort to maintain high standards of infection prevention and control at all times. This includes good antimicrobial stewardship, hand decontamination, cleanliness and adhering to the Dress and Appearance policy. This will reduce the risk of Healthcare Associated Infections including MRSA and Clostridium Difficile in accordance with the Code of Practice on the prevention and control of infections and related guidance (2015).

Risk Management:

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

Data Security:

To ensure that the Trust Policies and Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

Confidentiality:

Working within the trust you may gain knowledge of confidential matters which may include manual/electronic personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Equality & Diversity:

The Trust is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, disability, gender, race, religion or belief, sexual orientation, marital status, gender reassignment or pregnancy/maternity. We fully support the right of all staff to equal opportunities and are committed to the development of a diverse workforce.

Safeguarding:

The Trust is committed to safeguarding and promoting the welfare of children and vulnerable adults and is signed up to Stoke-on-Trent Safeguarding Children Board Procedures, Staffordshire Safeguarding Children Board Procedures and the Staffordshire and Stoke-on-Trent Safeguarding Adults Partnership Procedures. All Trust staff must be familiar with, and adhere to, these procedures. It is the post-holder's responsibility to attend the Trust's mandatory Safeguarding Training, and to follow the relevant Trust's Policies and Practice Guidance.

Codes of Conduct and Accountability:

You are required to comply with Trust codes of conduct and accountability and codes of conduct which are relevant to this post.

Raising Concerns

If you have any concerns about a risk, malpractice or wrongdoing at work you are expected, as a Healthcare professional, to raise these concerns at the earliest opportunity, either with your line manager or lead clinician. This may be done verbally or in writing. As a result of raising a genuine concern under the

Raising Concerns procedure, you will not be at risk of losing your job or suffering any detriment (such as a reprisal or victimisation) provided you are acting in good faith and the matter is not raised maliciously. Please refer to the Raising Concerns (formerly Whistleblowing) procedure for further information.

Registration:

Registration with a professional body imposes a duty on health care professionals to maintain the safety of the public through working within professional standards, to provide good quality care to patients and to promote professional education and conduct. It is the policy of the Trust that all health care professionals register or re-register and act in accordance with the requirements of their professional body.

Disclosure & Barring Service (DBS)

This post may be exempt from the Rehabilitation of Offenders Act 1974. If so, should you be offered the post it will be subject to a criminal check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions. North Staffordshire Combined Healthcare NHS Trust may require a Disclosure through the DBS for this post to ensure suitability for employment. Should an employee be subject to a caution, reprimand, final warning or convictions during the course of their employment then they must share this with their manager at the first possible opportunity, to assess their continued suitability for employment in the post.

THE TRUST OPERATES A NO SMOKING POLICY

EMPLOYEE
SIGNATURE:

DATE:

Person Specification

| | Essential | Desirable | Method of assessment |
|-----------------------|---|---|--|
| Qualifications | <p>A nationally recognised professional qualification in health or Social Work which must be registered with the appropriate professional governing body, such as, HCPC, UKCC, NMC.</p> <p>Evidence of continued professional development</p> <p>Evidence of post basic education and further professional development</p> | <p>Management training</p> <p>Preceptorship Skills</p> <p>Level 3 Safeguarding Training</p> <p>Qualification in Leadership and management or equivalent in health and social care or willingness to commence if successful.</p> | <p>Application form / interview / assessment</p> |
| Experience | <p>Experience within a mental health service.</p> <p>Evidence of clinical development</p> <p>Collaborative working</p> <p>Experience of effective engagement with families and carers</p> <p>Ability to provide managerial and clinical leadership</p> <p>Demonstrate the ability to carry out all care needs without direct supervision</p> <p>Regularly manage the clinical area in the absence of senior staff</p> <p>Have had experience in teaching sessions</p> <p>Have had experience of working under pressure and using initiative</p> <p>Sound assessment, evaluation and care planning skills</p> <p>Ability to delegate</p> <p>Ability to induct any staff member to the area with confidence</p> <p>Sound experience in area applied for or experience in an equivalent area</p> <p>Ability to tackle staff management issues, i.e. complaints and disciplinary issues</p> <p>Motivated and innovative</p> <p>Setting, monitoring and maintaining standards, ensuring high standards</p> | <p>Experience of managing within a variety of Children and Young People clinical service areas.</p> <p>Experience of providing clinical supervision and a willingness to complete mentorship training.</p> <p>Experience of working in a community environment</p> <p>Confidence to act as mentor counsellor/ educator to patients, relatives, students and others</p> <p>Induction of staff to the clinical area at all levels</p> <p>Formulation of care standards for clinical areas and local standards</p> <p>Participation in setting, maintaining and monitoring standards</p> | <p>Application form / interview / assessment</p> |

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|------------------------------------|--|---|--|
| | <p>Able to monitor staff performance and undertake appraisals or action to redress poor performance</p> <p>Ability to formulate and implement new ideas Substantial experience of working in a clinical setting</p> <p>Experience of working in a multi-disciplinary team.</p> | | |
| <p>Knowledge and skills</p> | <p>Awareness of national and local policies and how these impact on service provision.</p> <p>Has received training (either formal or through experience) to carry out both operational and clinical risk assessments within scope of practice.</p> <p>Excellent decision making and problem solving skills.</p> <p>To have good inter-personal skills with members of the public and users of the service, being sensitive to their needs and comments, i.e. complaints/suggestions/compliments.</p> <p>The ability to communicate effectively, orally and in writing, information to children/young people and their families, carers and other professionals both within and outside the NHS.</p> <p>Standard keyboard skills and working knowledge of MS Office suite</p> <p>Ability to work in partnership across agencies and services.</p> <p>Has a clear working knowledge of the application of the Nursing and Midwifery Council Code: Standards of conduct, performance and ethics for nurses and midwives.</p> <p>Effective inter-personal skills and delegation</p> <p>Ability to undertake auditing/data collection</p> <p>Ability to prioritise workload</p> <p>Ability to support and supervise staff</p> <p>Extensive knowledge of health and safety.</p> | <p>Sound knowledge of National Legislation and drivers and other legislation related to the care of children and young people with emotional and mental health concerns</p> <p>Knowledge Of NICE, QUINNC and CQC standards and regulations.</p> | <p>Application form / interview / assessment</p> |

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| | <p>Knowledge and skills in the use of IT, Word/Excel/Outlook.</p> | | |
| <p>Other</p> | <p>Have confidence to be an effective advocate for children/young people with emotional and mental health difficulties to continuously update knowledge skills and challenge practice</p> <p>Well presented, confident, respectful, self-reliant, and aware of personal boundaries, resourceful, adaptable and enthusiastic.</p> <p>To be able to adopt flexible working practices and undertake a full range of duties.</p> <p>To be able to adapt positively to possible changes in modes of service delivery.</p> <p>Has the ability to demonstrate a high level of commitment, innovation and initiative.</p> <p>To be willing to be supportive to colleagues experiencing stressful situations.</p> <p>To be open to constructive criticism and willing to participate in discussions intended to develop skills and implement evidence based practice.</p> <p>Open and positive attitude and contribution towards the continued development of the service to reach the goal of Outstanding CQC rating.</p> <p>Ability to meet the travel requirements of the role.</p> | | <p>Application form / interview / assessment</p> |