

Job Description

Post Title: Primary Mental Health Nurse (PMHN)

Reports To: Primary Mental Health (PMH) Team Manager

Directorate/Department: Urgent care & Access, Operations and Nursing

Salary Range: £31,365- £37,890

Date: December 2021

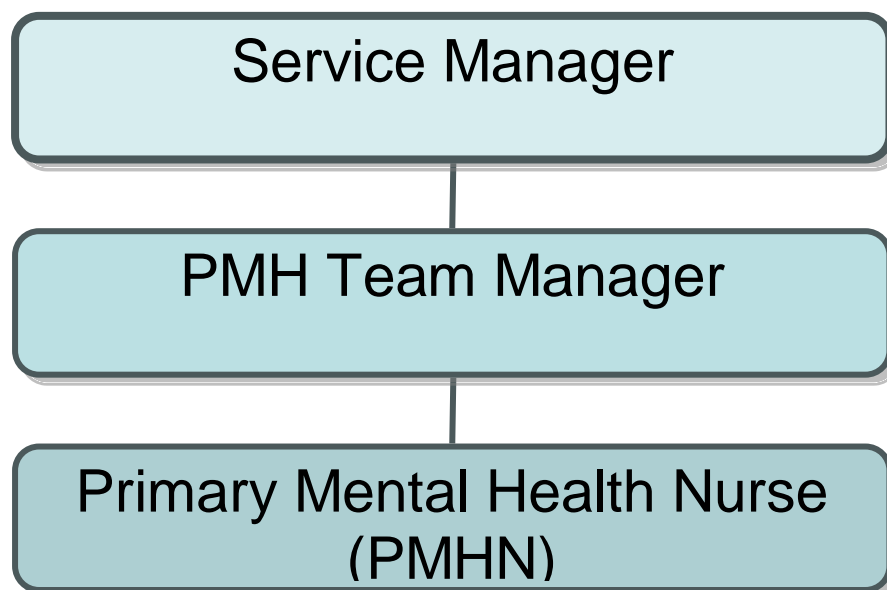
Job Purpose

In response to Five year forward View for mental Health and new ways of working (NHS England 2016) team provides services to all GP registered patients age 18 years old. The post holder will assist in the management of both complex common mental health disorders and Stable, predictable and enduring mental health disorders. The team ethos is one of working towards a recovery model of care that promotes social inclusion.

This post holder will be working with a team that consist of a Service Manager, Team Manager, Senior Clinical Lead/CBT therapist, Band 6 Primary Mental Health Nurses and Administrators. The team responsibility is to provide, develop and improve services for people with complex common mental health problems and stable predictable and enduring mental health needs in primary care. The post holder will have a high level of autonomy within their role and managing all aspects of their service according to local need and within the parameters of the Primary Mental Health Service operational policy.

Team members will actively participate in and support the development of new ways of working. Members will also be involved in regular service evaluation, audit and initiatives.

Organisation



Dimensions

Job Summary

The post holder will be working within a busy team alongside a team of registered mental health nurses and be supported by the Team Manager, Senior Clinical Lead/CBT Practitioner, and team administrators.

Post holders will have a high level of autonomy working across designated GP practices, managing their own clinics and providing mental health assessment and evidenced based treatment for people aged over 18. You will provide a service to people who exhibit complex common mental health needs and stable, predictable and enduring serious mental health needs. You will be expected to develop and manage all aspects of their service, such as waiting lists according to local need; working within the parameters of the service operational policy.

A key aspect of this role is GP consultation, liaison, education and training. You will be expected to attend GP practice meetings at least twice a year to discuss the service and actively seek feedback and report any issues to the team leader as well as areas for improvement and any innovative practice for sharing and disseminating. Staff will be expected to autonomously manage high volumes of referrals. Staff are expected to work on their own initiative in a busy and demanding service and to be able manage change effectively.

Post holders will support Multi-Disciplinary Team settings models of working

All staff are required to undertake specific managerial, administrative and preceptor tasks; including record keeping, inputting activity data, performance management, audit, research activity and participating within business and service development meetings.

The trust supports robust clinical supervision arrangements hence there would be an expectation to deliver and receive clinical supervision; annual personal development reviews will also be provided. Team members will actively participate in and support the development of new ways of working which will strengthen and support the coordination of a whole systems approach to meeting client need. Members will also be involved in service evaluation, audit, and research initiatives.

Each member of the team takes on a service development lead role.

Principal Accountabilities

Clinical

- To be the first clinical point of contact for the service, effectively screening, assessing and working with service users with complex common mental health needs and stable, predictable and enduring serious mental health needs , exercising judgement to identify and assess healthcare needs, and consider range of options for treatment

- To work in partnership with service users to assess their mental health needs using sound knowledge base and clinical judgement and where indicated deliver evidence based brief interventions
- To deliver of Primary care recovery focused Psychological Interventions that meet the need of service users who are too complex and/or not suitable for IAPT yet do not meet the threshold for the Psychological Therapies in Secondary care mental health
- To assist in the delivery the 'In-Reach' Model of care that facilitates earlier discharge of service users from our Community Recovery Services, Early Access team, Home Treatment Team, Early Intervention, Older Peoples services and Out-Patient Department
- To deliver Wellness & Recovery Action Planning (WRAP) that supports a recovery focused care model that emphasises the service users choice, preference of interventions/treatment and establishes meaningful networks of support that take into account their Bio/Psycho/Social needs
- Support service users through their transition from secondary care mental health services and reduce the incidence of re-referral back into SMHS
- Work autonomously and within Multi-Disciplinary and Place Based Team settings
- Support Primary care (GP Surgeries) in the management of service users on Depot medication. Depots to be administered by practice nurses. Assist primary care with identifying early warning signs, relapse signatures, follow-up appointments following non-attendance and re-referral back to SMHS where indicated
- Support Primary Care with SEMI registers and enabling services users with Stable & Enduring Mental Health difficulties to access physical health checks working towards reducing the inequity in mortality and morbidity rates for this population
- To signpost and support the seamless transition of care to other services including primary, secondary care and voluntary services
- Promote service user empowerment, recovery and support engagement with primary care, community and national/local voluntary services
- To adhere to the stepped care model/clinical pathways where indicated
- To uphold the 6Cs-values essential to compassionate care To work in partnership with service users to formulate individual plans of care and deliver evidenced based NICE approved intervention
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- To adhere to the stepped care model/clinical pathways where indicated
- To carry out risk assessments and formulate risk management plan when necessary
- To actively manage waiting times by utilising telephone screening assessment and follow up consultations
- Educate and involve carers / family members in treatment where necessary
- To signpost and support the seamless transition of care to other services including primary, secondary care and voluntary services
- To allow the development of services and individualised care to take into account clinical work that may be relevant

- To actively contribute towards the organisation's clinical governance
- To keep abreast of minimum data set requirements and reporting back to your Team Lead any changes

Communication

- To develop and maintain effective working relationships with key stakeholders such as GP's, SMHS and secondary care teams
- To work closely with other team members to ensure collaboration, consistency, continuity and effective service delivery
- To have excellent communication skills in order to deliver all aspects of clinical care along with de-escalation strategies
- To signpost and support the seamless transition of care to other services including primary, secondary, third sector and voluntary organisations
- To promote awareness and access to any self-help initiatives
- To work in an empathic manner with all service users at all times
- To work within the bounds of confidentiality and the trusts information governance policy
- To develop and maintain effective working relationships with key stakeholders such as GP's, SMHS and Statutory and Voluntary organisation
- To participate in regular monthly clinical supervision
- To establish meaningful networks of support by linking in with the local PCN's and local community and voluntary services
- To uphold the trust values at all times

Resources

- To support the development and collation of evidenced based assessment tools, outcome measures, rating scales and essential documentary/activity recording relevant to the provision of brief evidenced based interventions
- To maintain up to date and accurate knowledge of local resources available relevant to meeting service user mental health needs both locally and nationally
- Contribute to the development of policies / protocols and guidelines for a range of clinical / non-clinical practices to ensure a high standard of care are delivered
- To work within the constraints of the primary care budget
- To act as a mental health resource to GP surgeries and Placed Based Teams

Managerial and Organisational

- To ensure that appropriate safeguards and practices are adopted when working autonomously with clients
- To monitor waiting times in clinics ensuring adherence to waiting time directives and report to Team manager of any potential breaches
- To make recommendations regarding new ways of working to improve effectiveness of the clinical service delivery
- To keep adequate records in accordance with the trust information system and to ensure the security of confidential information by working within the trusts information governance policy
- To participate in the development and implementation of clinical audit, service evaluation, quality assurance and governance as agreed by the team manager
- To contribute to the development and implementation of quality initiatives
- To participate in regular service audits such as record keeping, medicines management.
- To mentor student nurses on placement in the team
- To have excellent time management skills
- To take responsibility for own health and wellbeing and to discuss any wellbeing needs with team manager
- To actively contribute towards the organisation's clinical governance system
- To meet all requirement of for nursing revalidation

Education and Training

- Provide Liaison, consultancy and education to primary care and the wider community to assist in the early identification and management of complex common mental health and Serious predictable and enduring mental health needs
- To participate in annual PDR's and appraisals with team leader and identify own objectives and training needs. To contribute to the production of a personal development plan
- To participate in management supervision under the direction and supervision of the team manager
- To attend mandatory training courses indicated in personal development plans or as required by the needs of the service
- To keep abreast of relevant research, evidenced based practice, and to participate in any research undertaken within the trust as appropriate
- To share development, personal skills and knowledge to other team members. This can be formal and/or informal
- To participate in regular clinical supervision with the Senior clinical lead/CBT therapist and or CBT Practitioner
- To undertake three yearly medicines management competency reviews
- To contribute to the monthly team service development meetings

Information Technology

- To update client records and provide feedback to referrers using service standardised letters
- To routinely maintain statistical and outcome data
- To have good computer skills and using outlook, word, excel, PowerPoint etc. with confidence
- To input clinical data in line with the teams computerised patient case management system and the trusts information governance policy

Contacts

a) Inside the Trust

Psychology department
Senior managers
Administrators
Community recovery Services
Home treatment Team
Early Access Service
MHSOP
Out patients Department
Talking therapies

b) Outside the Trust

CCG
Commissioners
Practice based cluster leads
Primary care e.g., GP's, Midwives & health visitors
Statutory and voluntary organizations
Educational establishments
MBC

Job Context

Clinical work will be undertaken in the primary care setting, predominantly in GP surgeries. If a GP home visits due to physical health needs of the service user then we will also provide home visits, and if deemed appropriate, therapy. Depending on the service need you may be required to work across different geographical settings, however, it is usual practice to work within a set geographical setting.

All staffs are required to work to the Trust's lone worker policy and will be provided with a Trust mobile phone, ensuring it is in full working order so that communications can be achieved at all times

General Conditions:

Job Design and Review

This job description may be subject to change in the future. Any proposed changes will normally be discussed fully with the post holder and confirmed via the issue of an updated job description.

Confidentiality and Data Protection

All staff that have access to personal data in relation to patients or staff will be aware of their responsibilities under the Data Protection Act 1998 and will abide by the eight principles of that Act. Any breach of the Act could result in disciplinary action being taken and criminal charges being brought against the individual who has breached the Act.

Health and Safety

Individual employees of the Trust and other NHS employees contracted to work on the Trust's premises have an equal responsibility, along with managers and supervisors, for maintaining safe working practices for the health and safety of themselves and other persons who may be affected by their acts or omissions at work.

All employees must adhere to their duties under Health and Safety at Work Act 1974 and other associated safety legislation, including all new Health and Safety Regulations. In addition, employees must comply with all the Trust's policies relating to Health and Safety and Risk Management to secure a safe workplace and will draw management's attention to any deficiencies and/or hazards, which might prove detrimental to themselves or others.

There is a general responsibility for employees to act sensibly and reasonably, and attend mandatory health and safety training sessions.

Clinical Governance

All employees are required to actively contribute towards the Trust's clinical governance systems, taking responsibility as appropriate, for quality standards and work towards the continuous improvement in clinical and service quality.

Infection Control

Staff will work to minimise any risk to clients, the public and other staff from healthcare associated infection, including MRSA and C.difficile, by ensuring that they are compliant with the Health and Social Care Act 2008 – Code of Practice for the prevention and control of Healthcare Associated Infections (the Hygiene Code) and by ensuring that they are familiar with the Trust's Infection Control policies located on the Intranet.

Diversity

All staff through personal example, open commitment and clear action, should ensure that diversity is positively valued, resulting in equal access and treatment in employment, service delivery and external communications. To be familiar with, actively promote and work within, the spirit of the Trust's Equal Opportunities policies at all times.

Safeguarding Vulnerable Adults, Children and Young People

Black Country Healthcare NHS Foundation Trust is committed to safeguarding and promoting the welfare of all children, young people and vulnerable adults. The post holder is responsible for safeguarding the interests of children and adults who they come into contact with during their work. To fulfill these duties post holders are required to attend training and development to recognise the signs and symptoms of abuse or individuals at risk, to follow local and national policy relating a safeguarding practice and to report and act on concerns that they may have.

Patient Experience and Public Involvement (PEPI)

All staff who interact with the public when delivering NHS services have a responsibility to ask patients about their experience of those services on an ongoing basis. They must then ensure that the knowledge gained is fed through to other staff and/or managers within service areas for action, where appropriate.

Further responsibilities involve staff members in ensuring that service users and members of the public are actively engaged (using a variety of methods) in appropriate service delivery, service development and decision making within their service area and the wider Trust. Determination of these responsibilities should be in conjunction with your Line Manager and delivered accordingly.

Policies and Procedures

All staff will familiarise themselves with the Trust's policies, procedures and protocols relating to their service and work within the guidelines at all times.

To be familiar with, actively promote and work within the spirit of the Trust's Equal Opportunities policy at all times.

Corporate Social Responsibility

The Trust aims to be an exemplar organisation in the way in embraces sustainability and meets its corporate social responsibility. To achieve this it is the responsibility of all staff to minimise the environmental impact of their day to day activities and adhere to Trusts policies on sustainability, waste, resource usage and governance.

Smoking

The Trust operates a No Smoking policy.

Approved By:

Job Holder: ----- Date: -----

Line Manager: -----