

Job Description

R & S 2

Job Title	Practice Development Nurse (Acute Mental Health)
Department	Acute Inpatient Services and PICU
Band	
Reports To	Matron for Acute Inpatient Services and PICU
Operationally Responsible To	Inpatient Services Manager
Professionally Responsible To	Inpatient Services Manager
Location	Wards 1, 3, 4 and 5 Becklin Centre and Wards 1 and 4 Newsam Centre

JOB PURPOSE – This post will support the continuing development of excellence in nursing practice in the Leeds Care Group Acute Inpatient Services leading to the delivery of high quality inpatient care.

The post holder will also have the responsibility of providing a significant level of clinical practice and practice development.

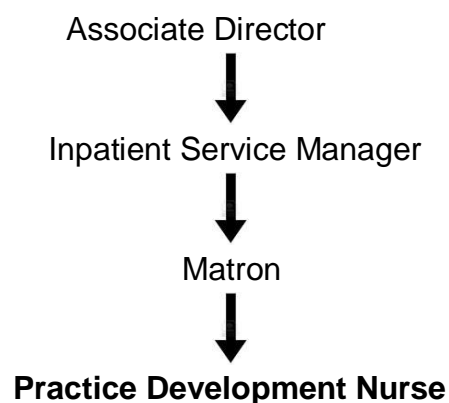
They will work closely with the Matron for the Acute Inpatient Service and PICU and the Ward Managers to identify training and development needs for staff, to ensure that patients receive high quality, safe and effective care within the service and to embed the 6Cs in every aspect of their professional practice.

KEY RESPONSIBILITIES:

Nursing Practice Development

In conjunction with the Matron, The Assistant Director of Nursing and Ward managers, plan, organise and deliver tailored teaching programmes for the inpatient nursing and HSW team which will support increased levels of skills, competencies and confidence in all areas of practice.

STRUCTURE



DUTIES AND RESPONSIBILITIES

1. Communication/Relationship Skills

(covers providing and receiving routine, complex or highly complex information, barriers to understanding, communicating sensitive or contentious information)

Will network and liaise accordingly with Care Services throughout LYPFT, Higher Education establishments and practice development forums.

To develop and maintain positive multi-agency and inter-professional relationships and networks within the trust and national networks which influence and develop current systems of care delivery.

To establish and develop proactive and positive relationships with professional leads across all services.

Develop and facilitate communications between the teams/services that are within the Acute Inpatient Mental Health Pathway and beyond.

Explore and establish direct links/communications with nursing staff to provide access and a process to feedback their thoughts and views about services.

Establish effective working relationships with relevant Matrons, Ward Managers and team managers to ensure a qualitative journey for services users and carers whilst in the pathway services.

Actively promote the Trust positively through social media channels and promote networking through professional networks

To actively influence a shift in culture regarding mental health across the trust and other associated agencies to reduce stigma and enhance social inclusion.

Working with partner organisations and commissioners to ensure the on-going development and improvement in practice and quality of care provided by nursing staff in acute inpatient mental health.

The post holder will have excellent communication skills and must be able to communicate sensitive information and coach the nursing staff to do so with regards to immediate crisis management and complex care reviews.

2. Knowledge, training and experience

(covers base, intermediate or specialist knowledge (theoretical and/or practical), level of qualifications, training and experience)

The post holder will be a Registered Mental Health Nurse. Evidence of post qualification development to masters level or similar gained through experience.

Will demonstrate evidence of significant relevant professional development.

Will demonstrate an expert level of professional skill, knowledge and competency, which is underpinned by theory, and experience gained in the field.

Must hold an educational qualification, preferably in Practice Development.

Will be able to initiate and lead changes in practice to support the development of high standards of service user care particularly in situations where precedents do not exist.

To lead in the on-going development of the evidence base for the acute inpatient mental health pathway by measuring the outcome and effectiveness of the pathway and sharing these findings with the local and wider networks.

Demonstrate strong team leadership skills including planning, prioritisation and team development and evaluation.

Evidence of adapting style to different situations.

Evidence of a commitment to own continuous development including keeping up to date with national initiatives and contributing to the body of knowledge through publications and engagement in national forum.

Has knowledge of current national policy in respect of acute inpatient mental health care

Is willing and able to contribute to the body of knowledge and develop practice at a national level, through publications, conference presentations and participation in seminars.

Demonstrates high professional standards of nursing

Requires an excellent understanding of the needs of people with mental health problems

Requires evidence of knowledge/experience of Safewards programme.

Can demonstrate experience and learning from Serious Untoward Incident and Complaints/Compliments

Ability to work in partnership with teams and other services

Demonstrates excellent leadership skills (assertiveness, ability to challenge constructively and without aggression, persistent, persuasive and honest and reliable and shows good judgement).

Able to demonstrate a high level of expertise in the application of evidence-based practice

To provide educational leadership for practitioners within this field.

Experience of providing clinical supervision

Demonstrate facilitation, teaching and training with a range of knowledge and expertise within the field.

Required to be proficient in the use of IT Systems and Trust systems

Can demonstrate how evaluation, audit and research can influence clinical care.

Experience in a senior clinical role in the service.

Shows evidence of being a good role model to other team members.

Has the capacity to embrace change and be proactive in the context of a new service.

Demonstrates involvement with clinical governance for the service area.

Is consistent with and upholds NHS and Trust values.

3. Analysis, Problem Solving and Judgemental Skills

(covers judgements/decision making of straightforward, a range of situations, complex or highly complex of facts or situations)

Providing supportive interventions for staff that may require support in clinical decision making and skills achievement, including action planning and decision making in partnership with Ward Managers/Clinical Leads.

To support and promote ethical decision making.

Lead and provide expert advice and guidance to other practitioners in the planning, coordination and management of care. This will entail accessing and interpreting a range of complex facts/situations regarding management of care.

Provide support to multi-disciplinary staff, service users and carers through critical incidents.

4. Planning and Organisational Skills

(covers planning and organising own tasks, straightforward tasks, complex or a broad range of complex activities or programmes)

Plans and delivers specialist intervention training to large groups of staff and manages own workload.

5. Physical Skills

(covers minimal demand for physical skills, standard driving/keyboard or advanced/highly developed physical skills such as hand-eye co-ordination, sensory skills, moving patients and surgical activities)

Standards keyboard skills required

Competence in PMVA and ILS techniques required

6. Patient/Client Care

(covers non-clinical advice, personal care, clinical care, implements or develops care packages/clinical technical services which are specialist or highly specialist)

The post holder will ensure at least 70% of workload remains in direct clinical care and practice development.

Be a role model for clinical staff in providing high standard of holistic and individualised patient care to patients.

To work directly with nursing teams to support them in their management of people within acute inpatient MH services, facilitation of complex case reviews and the immediate crisis management.

The post holder will work with the nursing teams to plan and develop specialised programmes of care and support the treatment planning process.

7. Policy and Service development Implementation

(covers responsibility for development and implementation of policies and/or services i.e. implements in own work area, policy/service development across own area/directorate/organisation)

Contribute to the development of national policy in respect of acute inpatient mental health care, disseminating national policy to the trust through trust wide forums

To contribute to the body of knowledge and develop practice at a national level, through publications, conference presentations and participation in seminars.

Support the development and implementation of Safewards programme.

Contribute to learning from and develop strategies for service improvement from:

- Serious Untoward Incidents
- Disciplinary and Grievance Cases
- Clinical Incident Reports
- Complaints and Compliments

8. Responsible for Financial and Physical Resources

(covers financial resources i.e. cash, cheques, budgets and physical resources such as clinical, office and other equipment, tools, instruments, personal possessions of patients/clients)

To make use of available resources under the guidance of the Matron

Adhere to the Trust's financial instructions

9. Responsible for Human Resources

(covers management/supervision/coordination/teaching, training and development/ including dealing with HR issues such as grievance, disciplinary, absence management and appraisal)

To provide educational leadership for practitioners within this field.

To develop, implement and measure the effectiveness of educational programmes, which support the clinical development of care and meet the needs of a modern workforce.

To work as a full member within the Care Group's training and education council in the identification, support and facilitation of education throughout the Care Group.

To actively support the engagement of service users and carers in the delivery of training programmes.

To contribute to the Trust wide development and delivery of in-house training and development programmes, seminars and workshops relating to acute inpatient mental health care across professional boundaries and agencies.

Support the facilitation of the Preceptorship programme.

Taking an active role in training and service developments in this field utilising other members of the clinical team

Provide support in access to training identified in annual appraisals.

Enhance the quality of service user experience by providing high level training and supervision to develop multi professional staff knowledge and skills.

Participate in training programmes appropriate to the Leeds Care Group.

To provide clinical supervision for identified clinical team members

To teach specialist interventions to large groups of staff across disciplines and with a range of knowledge and expertise within the field.

10. Responsible for Information Resources

(covers computerised, paper-based and information systems i.e. records own generated information, data entry, create reports, design/development/use of information systems)

Updates training records e.g. staff attending training programmes

11. Research and Development (R & D)

(covers informal and formal clinical or non-clinical R & D i.e. carries out audits, undertakes R & D, co-ordinates and implements R & D programmes)

The post holder will ensure at least 20% of workload is dedicated to research and development.

Working with other practitioners and professional, lead, coordinate and implement the audit and research of development initiatives developed within acute inpatient care, thereby contributing to evidence based practice by publishing findings both locally and nationally.

Actively participate in the audit and research of evidence based practice and use findings to improve the quality of care on a regular basis.

To develop evaluation tools for the assessment of new developments, enhancing the evidence base for clinical practices.

12. Freedom to Act

(covers accountability for own actions and those of others, use of own initiative and act independently and the discretion to take action i.e. works with supervision or is guided by procedures, guidance by others, interprets policy and strategy)

Act as a resource and facilitator for dissemination on expert practice.

To take a leading role with clinical governance for the service area.

To lead as a specialist in the on-going development of evidence base for the acute inpatient mental health pathway

Reporting to the Matron in the service area, the post holder will maintain professional standards of nursing and develop care standards within the service, utilising evidence based practice and developing innovative and creative ideas with the teams to meet service user needs.

HEALTH, SAFETY & RISK MANAGEMENT

You must at all times comply with the Leeds and York Partnership NHS Foundation Trust Health & Safety Policies, in particular by following agreed safe working procedures and reporting incidents using the trust's risk incident reporting system.

You are required to inform the line manager of any safety issues that could affect you or others in the work place. You are responsible for your own Health & Safety and must co-operate with the management at all times in achieving safer work processes and work places, particularly where it can impact on others.

You will be trained in the correct use of any equipment provided to improve Safety and Health within the trust. You are required to use the equipment when necessary and as instructed; it is your responsibility to ensure the equipment is safe to use, prior to its use and must report any defects immediately to your manager.

You have a duty to take reasonable care of health and safety at work for you, your team and others, and to co-operate with employers to ensure compliance with health and safety requirements

You are required to provide adequate supervision to ensure compliance with safe work practices.

You will be expected to carry out risk assessments, identify hazards in your work place, and evaluate the level of risk associated with identified hazards and implement adequate controls to eliminate or reduce the level of risk.

TRAINING AND PERSONAL DEVELOPMENT

You must take personal responsibility in agreement with your line manager for your own development by ensuring that continuous professional development remains a priority. You will undertake all mandatory training required for the role and participate in supervision/appraisal as necessary.

Obtain appropriate supervision monthly and peer support for clinical practice.

To fully participate in the trusts performance review and personal development planning process on an annual basis.

Adhere to own professional codes of conduct, the scope of professional practice and other associated guidance.

Undertake training, attend conferences and study days in line with the development of the post, and as agreed with the line manager.

SAFEGUARDING

Any post holder within the organization will be expected to undertake safeguarding training (Children and Adults) appropriate to their role and adhere to policies and procedures relevant to the area they work in.

INFORMATION GOVERNANCE AND DATA QUALITY

CONFIDENTIALITY

You have a duty to protect the confidentiality of personal information you hold. You should respect patient confidentiality at all times, and protect, and not divulge patient information unless sanctioned by the requirements of the role.

DATA QUALITY

If your job involves collecting and / or inputting data into Trust information systems, and particularly if this relates to service users or other persons, then you must follow Trust policies and procedures to ensure the accuracy and completeness of this information.

Plus for supervisory and management grades

If you supervise or manage staff then you are required to ensure staff understand and comply with Trust policies and procedures concerning the collection and input of data into Trust information systems.

TRUST VALUES

You are required to act at all times in accordance with the Trust values of Improving Lives, Respect and Dignity, Compassion, Commitment to Quality of Care, Everyone Counts and Working Together.

EQUALITY AND DIVERSITY

You have a duty not to discriminate against service users/patients, staff or visitors and to adhere to equal opportunities and equality and human rights legislation.

SPECIAL WORKING CONDITIONS

To work with individuals who have complex care needs and may require assistance to maintain their own and others safety on an intensive or on-going basis.

This may require physical input or personal care, persuasive verbal communication where there is a resistance or barrier to understanding.

To be able to prioritise effectively and work in conditions where interruptions are commonplace and requirement to change task is frequent and unpredictable.

The postholder will be working across the Becklin Centre and Newsam Centre sites.

INFECTION CONTROL RESPONSIBILITIES

You have the following key responsibilities:

- You must wash your hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient/service user contact.
- You have a duty to attend annual mandatory hand hygiene training (clinical staff) or three yearly mandatory hand hygiene training (non clinical staff) provided for them by the Trust.
- If you develop an infection (other than common colds and illness) that may be transmittable to patients you have a duty to contact Occupational Health or Infection Control and seek advice on its' management.
- Compliance with all infection control policies and procedures will form an integral part of the practice of all staff.

HIGH QUALITY PATIENT CARE

You will maintain the highest standards of care and service treating every individual with compassion, dignity and respect taking responsibility not only for the care you personally provide but also your wider contribution to the aims of your team and the NHS as a whole.

You will play your part in sustainably improving services by working in partnership with patients, the public and communities

RAISING CONCERNS

You should aim to raise any genuine concern you may have about a risk, malpractice or wrongdoing at work which may affect patients, other staff or the public or the Trust at the earliest reasonable opportunity. Please refer to the Trust's Whistleblowing/Raising Concerns Procedure

THE NHS CONSTITUTION

Staff within the NHS have legal duties under Section 9 of the NHS Constitution and these should be complied with. A copy of the Constitution can be found on the Trust's staff net or on the NHS Employers web-site.

LINE MANAGER'S NAME**SIGNATURE.....**
DATE.....