

beyond the badge, there's
your story.

Start your story at Black Country
Healthcare today.



JOB DESCRIPTION

Community Mental Health Nurse

Post Title: Primary Care Mental Health Nurse

Department: Primary Care Mental Health

Location: Walsall

Directorate: Planned care

Band: 6

Hours: 37.5

Contract Type: Permanent.

Responsible to: Team Manager

Responsible for: The assessment and coordination of mental health care needs, planning and implementation of evidence based interventions within Primary Care Network.



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+ in Walsall. 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, and Senior Clinical Lead/CBT therapist, Band 6 Primary Mental Health Nurses and Administrators. The team's 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

The post holder will report directly to the Team Manager and will work in partnership with members of the team including Primary Care Mental Health Nurses, Primary Care Mental Health Practitioners, Team Lead, Clinical Lead and Admin who also report to the Team Manager.

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 with Walsall registered GP 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 and Walsall CCG Place Based 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.

Principle 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
- To work in partnership with service users to formulate individual plans of care and deliver evidenced based NICE approved intervention
- 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 One Walsall 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
Walsall 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
- Walsall 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.

Trust Values

Employees, workers, and / or contractors will be expected to uphold the values of the Trust and exhibit the expected Trust behaviours aligned to the Trust's values.

Individuals have a responsibility to ensure that they display the Trust values and behaviours in carrying out their job and that individuals feel able to challenge (or raise a challenge) when other colleagues' behaviours breach the spirit of Trust values.



Confidentiality and Data Protection

Staff are to familiarise themselves with the Employer's data protection policy when this is available, which sets out its obligations under the General Data Protection Regulation, the UK Data Protection Act 2018 and all other data protection legislation. You must comply with the Employer's data protection policy at all times and you agree that you will only access the systems, databases or networks to which you have been given authorisation and only for the purposes of your work for the Employer. The Employer will consider a breach of its data protection policy by you to be a disciplinary matter which may lead to disciplinary action up to and including summary dismissal. You should also be aware that you could be criminally liable if you disclose personal data outside the Employer's policies and procedures. If you have any queries about your responsibilities in respect of data protection you should contact the Employer's Data Protection Officer.

Data Quality

The post holder should ensure any data/information prepared for either internal or external analysis is 'fit for purpose' i.e. that it is accurate, valid, reliable, timely, relevant and complete.

No Smoking

The Trust has a no smoking policy. Smoking is not allowed on any Trust premises.

Health and Safety

The post holder will take personal responsibility for any Health & Safety issues and obligations under the Health & Safety at Work Act. The post holder should also be aware of and comply with other relevant legislation and policies e.g. Fire Regulations.

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 Prevention & Control



Infection prevention & control is everybody's responsibility, it is a requirement for all Trust staff to comply with all Trust infection control policies and procedures.

- All Trust staff should ensure that they fulfil their responsibilities for infection prevention and control, that they provide leadership where appropriate in infection control matters and that they challenge poor infection control practice in their workplace.
- All staff must adhere to the Trust's Hand Decontamination Policy
- All staff are expected to behave in a manner which protects patients, public and colleagues from infection risks within the scope of their role.
- All staff should have infection control training at induction and annual infection control updates as required.
- All clinical staff will have annual infection control objectives set and these will be reviewed at appraisal.

Safeguarding Adults

Safeguarding is 'Everybody's Business'. It means protecting people's health, wellbeing and human rights. It includes protecting their rights to live in safety, free from abuse and harm; taking their views, wishes, feelings and beliefs into account. In the West Midlands, the main statutory agencies work together to promote safer communities, to prevent harm and abuse and to deal with actual or potential when concerns arise. These Organisations which include Black Country Healthcare NHS Foundation Trust work together to achieve these outcomes by working within the Safeguarding Adults multi-agency policy and procedures for the West Midlands and adhering to the local Safeguarding Adult policy and procedures. Staff can contact the Trust Named Nurses for Safeguarding Adults or a member for advice and support if they have concerns. It is an employee's responsibility to comply with all current legislation and relevant Safeguarding training as breaches may lead to an employee being subject to disciplinary action.

Safeguarding Children

All members of staff have a responsibility to ensure that children and young people are safe from abuse or harm. Employees must comply with Local Safeguarding Board Child Protection Policy and Procedures and Black Country Healthcare NHS Foundation Trust Safeguarding Children Policy. Staff can contact the Trust Named Nurses for Safeguarding Children or a member for advice and support if they have concerns. It is an employee's responsibility to comply with all current legislation and relevant Safeguarding training as breaches may lead to an employee being subject to disciplinary action.

Professional / Managerial Codes of Practice

The post holder is expected to abide by the relevant codes of practice of the registering body for healthcare professionals, and, where applicable, the NHS Code of Conduct for managers.



Policies and Procedures

The post holder is required to abide by all policies and procedures of the Trust.

Pandemic / Other Emergencies

In the event of a pandemic being declared, the post holder may be required to adjust their days of work, hours of attendance, work base, and duties to support the delivery of services.

Job Description

This document is not intended to be an exhaustive list. Other duties, responsibilities and work base appropriate to this role / grade, may also be required. The manager will discuss this with the post holder where necessary.

Post Holder's Signature:

Date:

