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**JOB
DESCRIPTION**

Dual Diagnosis (Substance Misuse) Lead: Band 6

Post Title: Dual Diagnosis (Substance Misuse) Lead

Department: Community Mental Health Service

Location: Wolverhampton

Directorate: Adult Mental Health

Band: Band 6

Hours: 37.5 hours (0.5 WTE in the North locality & 0.5 WTE for the South locality)

Contract Type: Permanent

Responsible to: Community Mental Health Team Manager Responsible for:

Job Purpose

To ensure that people with substance misuse problems are supported to engage with community drug and alcohol teams. To be proactive in reducing harm in line with the recovery agenda and advocate for service users in addressing their physical, mental health and social care needs. To support outreach to Substance misuse services to improve access to services and improve networking and pathways between statutory services and community assets.



Main Duties/Responsibilities

Key Responsibilities:

- Support staff in Developing strength-based recovery plans with individuals that are comprehensive, person-centred and individualised based on a clear assessment of the individual's needs and circumstances.
- Provide specialist knowledge to support the service to embed, review and participate in the development of a policy for the care of patients with dual diagnosis of mental health problems and alcohol or substance misuse that includes:
- Liaison and shared protocols between mental health and substance misuse services to enable joint working;
- Drug/alcohol screening to support decisions about care/treatment options;
- Liaison between mental health, statutory and voluntary agencies;
- Support standards setting and embedding practice to arrange for patients to access screening, monitoring and treatment for physical health problems related to Substance misuse through secondary care services.
- To design, implement and monitor treatment plans with service users that address their needs in relation to mental health and substance misuse problems.
- Ability to engage and manage service users with challenging behaviour.
- To assess and act upon immediate risk of danger to service users and/or others.
- Support Referrals and access to other services where appropriate and joint working with partnership agencies.
- To provide outreach clinics within Substance misuse services to improve access pathways for people with potential Dual Diagnosis.
- To be part of the Community Mental Health Team and liaise with relevant professionals in delivering appropriate interventions including medical reviews, interventions and community-based recovery support
- To educate and give information to Service User and others in the care of the Service User on issues related to mental health problems and substance misuse.
- To provide clinical care guidance for service users with drug and alcohol dependency issues including knowledge of Opiate Substitution Therapy and Alcohol Treatment Pathways in the Community.
- To provide high quality substance misuse information, advice, support, liaison, treatment and signposting.



- To work closely with the locality MDT (Including Primary care), service users, 1:1 brief work including assessments / joint assessments, provide advice, information, support and substance misuse interventions and work collaboratively with the team.
- To assist in the follow up of non-attendance appointments, taking appropriate action, reporting findings to the MDT verbally and in writing.
- To work closely with wider Substance misuse services to support pathway development and use within the team.
- Provide advice and guidance to colleagues regarding their caseloads where required. This is to include wider locality services in regard to referral advice.
- To ensure clinical records are updated, maintained and completed in line with local operational guidelines and trust policy.
- To liaise with professionals within a multi-agency network as appropriate to the Service User's need.
- To participate in care planning meetings, including contribution, preparation and presentation of reports and information as appropriate.
- To maintain all records to the expected professional standard and actively ensure good communication within the team and between sessions.
- To maintain agreed standards of care and report to and advise the Management team if there are any difficulties.
- To act as a positive role model for colleagues and others through personal and professional conduct and practice.
- All staff will have a sound awareness of Safeguarding issues and be clear about their respective roles and responsibilities to report, respond to and share information in relation to Safeguarding Adults, Safeguarding Children, Domestic Abuse and Public Protection.
- All staff will have a working knowledge of and adhere to the Data Protection Act and will not disclose to any person or organisation, any confidential information that comes into their possession in the course of their employment.
- To work to objectives as agreed with the Personal Development Plan and the Team Manager/Supervisor.
- To participate in managerial supervision / caseload management
- To participate in clinical supervision with a nominated Supervisor.



- Undertake training as necessary in line with the development of the post and as agreed with line manager as part of the personal development planning process.
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To contribute positively to the effectiveness and efficiency of the teams in which they work.
- To undertake any other duties at the request of the line manager which are commensurate with the role, including project work, internal job rotation and absence cover.
- To contribute to a healthy and safe working environment by adhering to health and safety regulations and Trust policies.
- To contribute to the prevention and control of health care associated infection by adhering to Trust policies and guidelines.
- To participate in the duty roster of the team.

To undertake any other duties of a similar nature consistent with the responsibilities of this post in order to provide a quality service.

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.

Equality, Diversity & Inclusion

The Trust gains strength from the diversity of its staff and patients, and is committed to being a safe and inclusive space for all people regardless of their age, disability, gender, race, religion or belief, sexual orientation, marital status, gender reassignment, or pregnancy/maternity. It recognises that it can only fully realise this commitment by proactively opposing bigotry in all its forms, including (but not limited to) ageism, disablism, sexism, racism, xenophobia, antisemitism, islamophobia, homophobia, biphobia, transphobia, and enbyphobia. All staff members are required to understand their role in ensuring the Trust is not only compliant with its responsibilities under the Equality Act 2010 but fulfils this deeper commitment. This shall include completing all mandatory equalities training, familiarising themselves with relevant policies or plans such as the Trust's Equality, Diversity and Inclusion Strategy and its Anti-Racism Action Plan, and proactively engaging with the work of the Staff Networks,



Spiritual Care Team, Community Inclusion Team, and Equality, Diversity and Inclusion Team.

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



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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:





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