

HR Use Only	
Job Ref:	Occ. Code
CHC_22.12-24	

JOB DESCRIPTION

JOB TITLE:	Integrated Offender Health - Practitioner
PAY BAND:	Band 6
DIRECTORATE:	North Staffordshire Community
TEAM/SERVICE:	Integrated Offender Health
BASE:	The Hope Centre
RESPONSIBLE TO:	Team Lead
ACCOUNTABLE TO:	Head of Directorate / Service manager/ Team Lead
RESPONSIBLE FOR:	IOH Navigator, STR worker, Lived Experience worker

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



Job Summary:

The post holder will be responsible for working in the all age Integrated Offender Health (IOH) Services, with the flexibility of working across Staffordshire, dependent on skill and service need. The Practitioner will not be required to provide direct treatment to individuals, but will be required to complete assessments of individuals, often complex, needs. The assessments will then be utilized to make appropriate referrals for treatment and support. Whilst also ensuring criminal justice partners are notified of specific health requirements and vulnerabilities of an individual which can be taken into account when decisions about charging and sentencing are made.

The post holder will be responsible for specialist assessment and interventions to people with a diverse range of needs coming into contact with the Criminal Justice System at different points within the IOH Model; including Custody, Court, Community (including Hub) and Prisons.

The role will involve assessing; accessing; and implementing a wide and, at times, complex range of care services for all individuals with acute or increasingly complex needs. The post holder will act as an experienced and largely independent practitioner within the role, assessing, formulating, implementing and agreeing care and support plans with adults and carers.

The post holder will also be expected to be available for consultation, support and clinical supervision to other health and social care professionals within the service.

The post holder will be required to hold a professional registration of either nursing / social work / Allied Health Professionals and maintain registration in accordance with the relevant code of practice. Alongside this, they will be required additional vetting from Staffordshire Police and His Majesty's Prison Services

Key Duties/Responsibilities

Main duties and responsibilities:

Clinical:

1. Take responsibility for specialist assessment (within service specification) in IOH in conjunction with service user and carer, helping to promote self-determination, choice and autonomy.
2. To provide written reports for Crown or Magistrates Courts or to attend and give verbal evidence as required. To offer considered recommendations to these bodies.
3. Responsible for participating in the setting of quality standards, including the auditing, monitoring and reviewing of practice in line with current clinical guidance practice and policy.
4. Assess patient's individual care needs, agree and refer on to appropriate agency.
5. Complete and contribute, where appropriate to robust risk assessments and risk management plans. Deliver and promote positive risk taking, where appropriate, to improve quality of life and maximise occupational performance/independence.
6. Maintain an effective reporting system by observing and reporting verbally and in writing on patient conditions.
7. Utilise agreed outcome measures to review the effectiveness of process, as part of IOH Service.
8. Participate in the development of the service to ensure clinical governance processes are actively implemented at team level.
9. Assist in ensuring that the aims and objectives of the service (as set by the Team Lead) are fulfilled and to identify factors which may inhibit these from being achieved.
10. The post holder will be required to work within the Code of Practice and professional guidelines of their registering authority / body (i.e. NMC, Social Work England, HCPC).
11. Maintain an up-to-date level of professional competence within the specific environment.
12. Assist in the implementation of evidence-based nursing practice and participate in research and other projects as required.
13. Provide an embedded service in police custody suites, courts and prisons.
14. Work with service users in conjunction with other professionals, to devise and implement effective individualised programmes of support.
15. Be accountable for aspects of own clinical practice.

Research and Service Development

1. Identify and highlight to the Team Leader relevant issues in relation to the needs for people and their carers; assessed using best practice evidence, in order that these are reflected in service planning, development and future provision.
2. Actively engage in the organisations clinical governance initiatives, for example to participate and lead in audit, clinical supervision and bringing critically evaluated evidence and research into practice.
3. Participate in the development of the service to ensure clinical governance processes are actively implemented at team level.

Human Resources and Training

1. As required, supervise junior staff; provide clinical advice/supervision support, leadership and professional supervision, in line with Trust Policies.
2. Support in the provision of formal and informal training of pre/post registration students, staff members, carers and service users.
3. Participate in staff appraisal and performance reviews as identified.
4. To participate, when required, in the recruitment, selection and induction of junior/support staff.
5. Provide a learning environment to support students (multidisciplinary) undergoing training and assist new and junior members of staff, peers and other disciplines to develop professional competence.
6. Lead on the development and delivery of specialist Mental Health Nursing education and training to: clients, carers, families' staff, students and other relevant organisations.
7. Promote mental health education to reduce stigma within the community and support relatives of sufferers of all types of Mental illness.

Systems and equipment

1. Maintain timely data collection and regular inputting of information through the use of data collection systems e.g. daily diaries/RIO, Safeguard, ensuring that confidentiality is maintained at all times in accordance with legislation and Trust policy.
2. Return accurate Mental Health Minimum Data Set (MHMDS) data to Planning and Information Department as required. Ensure all key targets are met and entered on the computer system as per Trust policy.
3. To work in partnership with other service providers to access and provide equipment and opportunities for service users to maximise functioning where possible.
4. Responsible for ensuring actions are carried out where safety alerts are issued regarding equipment.

Decisions and judgements

1. Undertake specialist assessments of patients with complex mental health, physical health and social problems to ensure appropriate treatment support and management.
2. Facilitate the discharge or transfer of the patient to other services where appropriate.
3. Ensure that practice is evidence-based paying particular attention to the Trusts guidelines, policies, protocols and pathways.
4. Be available for individual supervision with agreed clinical supervisor in line with Trust policies.
5. Implement, review and maintain Trust Policies and Procedures and propose changes to working practices within the ward area.

Communication and relationships

1. Communicate sensitive information with patients, utilising highly developed communication skills to overcome barriers to understanding.
2. Establish therapeutic relationships with service users, and implement evidence based therapeutic interventions with appropriate boundaries in accordance with professional code of conduct.

3. Ensure that all members of the multi-disciplinary team, their colleagues, service users and appropriate others are informed/updated of changes involving current care plans, progress, mental state and psychosocial factors in line with best practice.
4. Liaise with and advise service users and carers, local authority and other statutory bodies and third sector agencies.
5. Communicate sensitive information to carers and relatives.
6. Use a range of communication styles and channels as appropriate to the task.
7. To maintain effective communication between health, social care and criminal justice agencies, individuals, relatives, carers and the multi-disciplinary team, enabling better identification and responses to provide effective outcomes.
8. Communicating and recording information accurately, sensitively and appropriately for use by criminal justice agencies (i.e. police, CPS, probation, relevant court and prison professionals) to inform the decision making process.
9. Adopting strategies to identify and combat barriers to understanding.
10. Promoting effective communication with people who are troubled or distressed, supporting people to improve their communication skills.
11. Working collaboratively across teams, agencies and organisational boundaries to ensure the delivery of an integrated service through effective communication.
12. Actively seek support and supervision to maintain safe practice and facilitate robust decision making.
13. Contributing to case formulation and MDT meetings.

Specialist/technical requirements

Core requirements

1. Must hold an active core registration: nursing, social work, Occupational Therapy, etc.
2. Must successfully complete additional vetting to work within partner agencies, possibly including police and prison enhanced vetting.

Physical demands of the job

1. The post holder will be expected on a daily basis to implement highly developed physical skills pertinent to the area of specialism.
2. Standard IT / keyboard skills required for timely and accurate record keeping / inputting data onto RiO.

Most challenging/difficult parts of the job

1. The nature of the client group is such that the post holder will be required to concentrate when assessing / implementing programmes of care.
2. The post holder will be frequently exposed to emotional or distressing circumstances.
3. The post holder will frequently be exposed to potential incidents of physical and non-physical assault.

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 relevant Nursing or Allied Health Professional (e.g. Occupational Therapy/Social Work) degree / diploma level qualification or equivalent.</p> <p>Post-Graduate Diploma qualification in sphere of professional practice or equivalent experience.</p> <p>Valid Registration with the relevant governing body for the profession and conforms with the requirements.</p> <p>Evidence of professional updating and development in the delivery services to people with mental illness.</p>	Dual Registration Mental Health / Learning Disability	Application form / interview
Experience	<p>Experience of working with a range of vulnerabilities which may include mental health, physical health, learning disabilities, abuse, addiction and social issues.</p> <p>Experience of working with a range of statutory, non-statutory agencies.</p>	<p>Lived Experience of vulnerability, criminal justice systems and / or leaving care.</p> <p>Experience of delivering mental health care in non-traditional settings and of practicing involvement in Early Detection and Assertive Outreach Work.</p> <p>Experience in working in community mental health with complex presentations including – substance misuse, psychosis, personality disorder, dual diagnosis.</p> <p>Experience of working with offenders and/ or criminal justice settings</p>	Application form / interview
Knowledge and skills	<p>Knowledge of various approaches to the assessment of mental disorder</p> <p>Awareness of harassment, social exclusion issues and the effects of person and institutional discrimination</p> <p>Knowledge/awareness of relevant legislation and guidance including common law issues, the Mental Health Act (1983), Community Care Act (1990), Human Rights Act (1998), Criminal Justice Act (2003)</p>	<p>Awareness of basic research methodology</p> <p>Skills related to Early Signs Monitoring and relapse management</p> <p>Negotiating skills</p> <p>Non-verbal and verbal presentation skills</p> <p>Skills in writing and presenting reports</p>	Application form / interview

	<p>Able to use the internet, email and word processing</p> <p>Skills in assessing, planning and evaluating mental health care/treatment interventions</p> <p>Skills in interacting therapeutically with service users who have a range of presenting problems</p> <p>Skills in teaching and assessing students</p> <p>Ability to work independently and within a team</p>	<p>Ability to deal with challenging situations</p>	
<p>Other</p>	<p>Able to meet the travel requirements of the role in an efficient and cost effective manner.</p> <p>Ability to assimilate new concepts and approaches to care</p> <p>Imagination, determination and a questioning attitude</p> <p>Ability to work under pressure, deploy social resilience strategies.</p> <p>An awareness and commitment to involving service users and carers in the planning and developing of services.</p> <p>A commitment to equality of opportunities, and anti-oppressive/anti-discriminatory practice.</p> <p>A passion for promoting the rights and entitlements for those who face discrimination as a result of a range of vulnerabilities.</p> <p>A champion for the values and objectives of well-being, prevention, early intervention.</p> <p>A desire for working in partnership with other statutory, voluntary, non-profit and private agencies.</p> <p>A passion for diversity and commitment to equal opportunities and anti-discriminatory practice.</p>		<p>Application form / interview</p>

	<p>To behave with honesty and integrity. Demonstrate values that are complimentary to organisational/service values.</p> <p>Demonstrate values that are complimentary to organisational / service values.</p>		
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