

JOB DESCRIPTION

Oxford Health is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

Job Title:	Non-Medical Prescriber
Band:	7 (Subject to Banding)
Responsible to:	Clinical Team Manager
Responsible for:	N/A
Accountable to:	Service Manager
Place of work:	Abingdon/Clockhouse
Hours:	37.5

Author:	
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JOB PURPOSE

The Oxfordshire CAMHS Getting Help (GH) and Getting More Help (GMH) teams provide a community-based service to children and adolescents (CYP) who are experiencing mental illness, those who may require a formulation of ongoing difficulties, as well as standardised, short-term interventions. The service is delivered by multi-disciplinary teams who are able to deliver a range of evidence-based therapeutic interventions. Our service is currently developing to ensure that involvement of families and carers in treatment and support is part of the core offer, and we are currently recruiting for a number of new roles and positions.

The role will be based in the Oxford South GMH Service, a team with a reputation for being creative, innovative, forward thinking, dynamic and research led. The wellbeing of staff is top of the agenda, with an active Wellbeing Team and regular opportunities for staff support. We have a strong ethos of collaboration, shared reflection and team working.

The role of the Non-Medical Prescriber (NMP) is to provide expert specialist practice and ensure the delivery of effective evidence based clinical practice. Under supervision, the NMP will lead the care of a complex case load of young people and provide an independent prescribing service for young people in line with Trust policy

Whilst this post is the first in the GMH team, Oxon CAMHS has a regularly established peer NMP group, which includes a comprehensive training and supervision system.

DUTIES AND RESPONSIBILITIES

WORKING ENVIRONMENT

1. The post involves independent travel (driving) between sites and there may be potential risk of exposure to aggressive or unpredictable behaviour from clients and carers or family members in distress. The post holder should be guided by the local team lone worker policy and Trust risk policy and their supervisor when undertaking visits.
2. The post holder's office base will be with other team members for clinical work undertaken and they will have access to support from the team secretary.
3. There is a need to use effective and efficient keyboard skills in the recording of clinical information and in communicating with colleagues.

KEY RESULT AREAS

Clinical:

- Undertaking a lead Professional or Keyworker role for children and young people and working collaboratively with young people, their families and wider care team in the context of their environment, as appropriate.
- Providing effective assessment, planning, monitoring and review of care needs and utilizing skills in case management to ensure therapeutic plans are carried out with an effective and evidence based treatment package that is routinely monitored and evaluated.
- Establishing, maintaining / monitoring and ending purposeful, therapeutic relationships with children and young people experiencing severe mental health difficulties.

- Assessing risk in collaboration with children and young people experiencing mental health difficulties, significant others and other workers/professionals, alongside use of own professional judgment and team processes. This involves exploring individual's risk of harm to themselves and/or others and may involve working with challenging, hostile and distressing behaviour.
- Taking responsibility for ensuring the communication of Recovery Care Plans, Outcome measures, risk management plans and other important information to relevant people, professionals and agencies as appropriate. Encouraging individuals to take the lead in sharing information wherever possible.
- Undertaking care management processes through assessment of needs, identification of appropriate placement/packages of care.
- To pro-actively provide health education and advice to promote a reduction in risk taking behaviour among young people.
- Providing and receiving highly complex and sensitive information in relation to Safeguarding and Child Protection work and taking appropriate action. This includes identifying and appropriately reporting concerns to Children's Social Care while using communication skills in order to maintain a professional working relationship with parents and significant others in often hostile and highly emotive situations.
- Providing and receiving information from carers, significant others and members of the community.
- Using a systemic approach to working with individuals, their families and significant others. Establishing and maintaining effective working relationships with carers and significant others.
- Identifying and engaging with practitioners with specialist knowledge, for example by requesting specialist knowledge or clinical supervision sessions where appropriate.
- Working without direct supervision and being accountable for own actions.
- Skilled and constructive use of own supervision sessions, engagement in reflective practice, commitment to continuously develop self-awareness and work appropriately within professional boundaries.

Duties of Non-Medical Prescriber

- Carry out non-medical prescribing supported through Governance framework and in adherence to agreed policy. Undertake annual audit of prescribing practices
- Maintain relevant clinical and pharmaceutical knowledge, critically appraise and apply information in practice.
- Consult with patients, diagnose, and generate treatment options and follow- up plans, where applicable, within clinical management plans.
- Prescribe safely and effectively, acknowledging own limitations and scope of practice.

- Work within Trust and local policies that guide prescribing practice.
- Participate in, and use National Prescribing Centre competency framework, to undertake regular audit and review, of prescribing practice and medicines management.
- Access continuing professional development opportunities relating to Non-Medical prescribing role.
- Understand the mode of action and pharmacology of medicines and how these medications are altered e.g. by age, renal or hepatic impairment and how this affects dosage.
- Ensure routine monitoring of physical health of children and young people (e.g. height, weight, BP) and liaise with other professionals as appropriate, including making referrals and/or request further tests.
- Assess risk and benefits to the child or young person of taking or not taking medication, considering the potential for unwanted affects e.g. allergies, adverse drug reactions, drug interactions and contra indications.

Teaching, training and supervision

- Providing supervision, training and support to team members and trainees on the non-medical prescribing training is also central to the role.
- The post holder will work autonomously within professional guidelines and supervision and within the overall framework of the Trust' policies and procedures.

Management, recruitment and service development

- To assist in the design and implementation of service development projects within the service as required.
- To attend meetings in which service developments are planned and discussed.

Research and service evaluation

- To use routine outcome measures within the service, as recommended and appropriate.
- To be involved with the monitoring of standards within the Service.
- To proactively engage in service user feedback systems, and take a role in ensuring that feedback is sought and implemented within the service

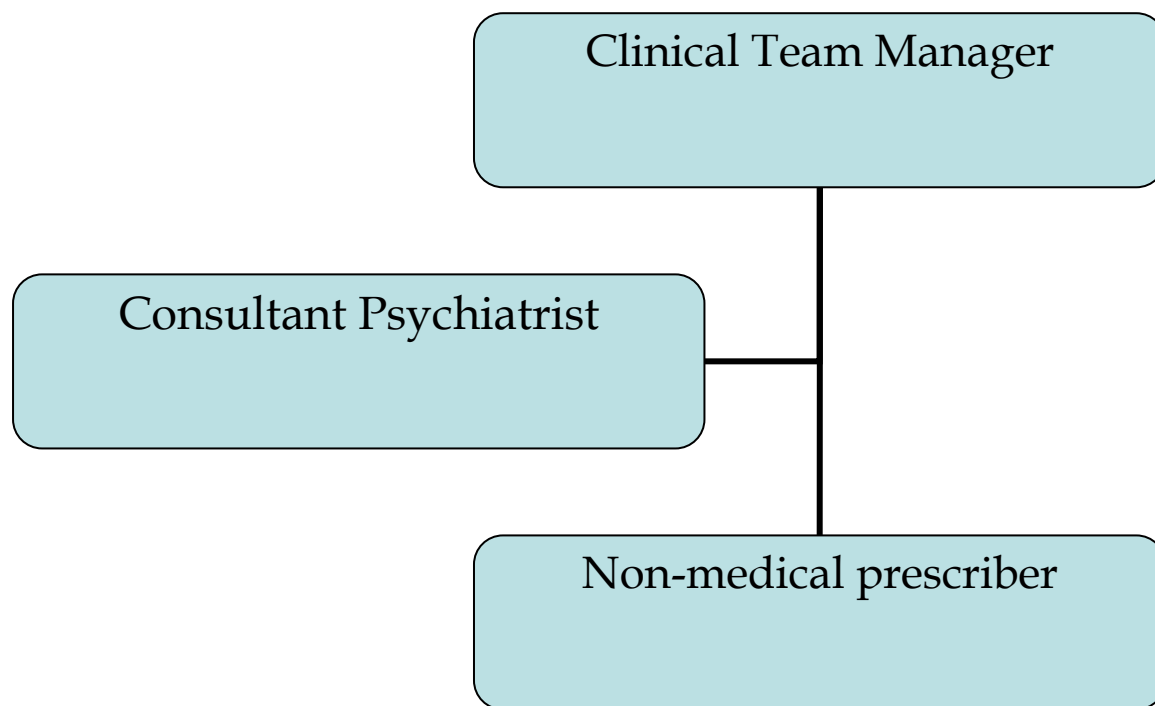
General

- To be regarded as a senior member of the Team and be a role model for high professional standards of behaviour and attitude within the Team and with people using the service, other professionals and agencies.
- Manage time and workload effectively and efficiently.
- Participate in internal and external audit and evaluation in order to support the provision of high quality care and services.
- Keep up to date with new developments in mental health practice and policy.

To be noted:

- **This is not an exhaustive list of duties and responsibilities, and the postholder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager.**
- **This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.**

STRUCTURE CHART



CODE OF CONDUCT

All staff are required to work in accordance with their professional group's code of conduct (e.g. NMC, GMC, DoH Code of Conduct for Senior Managers).

This job description is intended as a basic guide to the scope and responsibilities of the post and is not exhaustive. It will be subject to regular review and amendment as necessary in consultation with the post holder.

In addition to undertaking the duties as outlined above, the post-holder will be expected to fully adhere to the following:

Personal Development

- To actively participate in an annual performance review (appraisal) and the development and implementation of a personal development plan.
- To take responsibility for their own professional development ensuring professional standards are maintained and statutory and mandatory training is in date.
- To attend any training as requested.

Code of Conduct

- To adhere to the Professional Code of Conduct relating to your profession (if applicable).
- To uphold the principles and values set out in the NHS Code of Conduct for Managers.
- To support the organisation in developing an effective work/life balance for employees that meets the needs of the organisation.
- To ensure that the health and wellbeing of patients is at the centre of all activities and that all staff engage and communicate with patients as appropriate.
- To always promote quality and safety of patients, visitors and staff thus enabling the Trust to meet its regulation requirements (Care Quality Commission Registration – Regulations and Outcomes) that relate most directly to patients and also strive for continuous quality improvement.

Equal Opportunities/Diversity

- To observe Oxford Health NHS Foundation Trust's Equal Opportunities Policy providing equality of treatment and opportunity to employees, service users and service providers irrespective of sex, sexuality, age, marital status, ethnic origin or disability.

Health & Safety

- To take responsibility for the health & safety of themselves and other persons who may be affected by their omissions or actions at work.
- To promote the Trust's Health and Safety Policy and ensure matters are managed in accordance with it.
- To co-operate with the Trust to ensure that statutory and departmental regulations are adhered to.
- Report accidents, incidents and near misses, implementing corrective action where necessary.

Infection Control

- To comply with Trust policies for infection control and hand hygiene such as hand hygiene, decontamination Policy, uniform and workwear code and standard precautions Policy to

reduce the spread of healthcare-associated infections (HCAIs).

- Employees with clinical responsibilities must incorporate into their clinical activities up to date evidence that supports safe infection control practices and procedures, such as the use of aseptic techniques and the safe disposal of sharps.

Confidentiality and Data Security

- To comply fully with the duties and responsibilities outlined in the Trust's Information Governance Policy.
- To comply with the Data Protection Act 1998, NHS Confidentiality guidelines (eg. Caldicott, GMC) and any code of practice on Confidentiality and Data Protection as accepted by the Trust. Departmental codes of practice and procedures for confidentiality are available from the head of department.
- To ensure that all information collected, stored and used is done so in compliance with the above Act and any relevant Trust Policy.
- To preserve the confidentiality of any information regarding patients, staff records in your area (in connection with their employment) and the Trust business. This obligation shall continue in perpetuity.
- To raise any matters of concern with your Manager/Director

Safeguarding

- To recognise that promoting the welfare and safeguarding children, young people and adults is everyone's business and access training and supervision as appropriate to the role.
- To support the organisation in ensuring service users are protected from abuse or the risk of abuse and their human rights are respected and upheld.
- To ensure concerns are responded to appropriately in line with the Trust's Safeguarding Adults Policy and the Child Protection Policy and interagency safeguarding procedures.
- To comply with recruitment and other checks as requested by the organisation including undertaking an Enhanced Disclosure via the Criminal Records Bureau.

Other

- To be aware of and work in line with all Trust policies and procedures.
- To carry out any other tasks as reasonably directed.

PERSON SPECIFICATION

Band:**The following information must be used when completing this section**

Criteria for Selection	Essential Requirements	Desirable Requirements
Knowledge Requirements	<p>Understanding and experience of working with children and young people with Neurodevelopmental conditions (i.e. ASD and ADHD) and/or mental illness</p> <p>Experience of working in a multi-disciplinary setting and working in partnership with a range of health, social care and education professionals.</p> <p>Experience of assessment and management of self-harm/risk/crisis management/safeguarding.</p>	<p>Knowledge and experience of a range of interventions, including motivational interviewing, solution focused therapy and psychological therapies.</p> <p>Knowledge and experience of Child and Adult Protection work</p>
Qualifications – Academic/Skills/Professional	<p>Registered Nurse: RMN/RNMH or RNLD. (RSCN with post registration psychosocial training or relevant experience in CAMHS) or Registered Pharmacist</p> <p>Current registration with relevant professional body.</p> <p>Evidence of continuous professional development.</p> <p>Independent Non- Medical Prescribing qualification.</p> <p>Experience of and ability to undertake supervision and appraisal in the workplace.</p>	<p>Relevant post graduate qualifications</p> <p>Therapeutic qualifications, e.g IAPT, CBT, DBT.</p> <p>Experience of teaching, training and/or supervision.</p>
Further Training or Job Related Aptitude and Skills	<p>Exceptional interpersonal skills with the ability to communicate effectively with patients, families/carers.</p> <p>Ability to listen and respect others' views and value</p>	<p>High standard of report writing</p>

	<p>individual needs.</p> <p>Professional and patient focussed approach, acting as a role model to colleagues and junior staff members.</p> <p>Ability to recognise and manage challenging situations in a calm and professional manner.</p> <p>Ability to record and retrieve information using electronic patient record systems.</p> <p>High standards of written communication skills with the ability to use email and internet.</p> <p>Substantial risk assessment and management skills, particularly in relation to Safeguarding children and young people.</p> <p>Ability to use influencing and negotiating skills.</p> <p>Ability to teach and train others, using a variety of complex multi-media materials suitable for presentations within public, professional and academic settings.</p>	
Experience	<p>Experience as a Band 6 Nurse, or equivalent.</p> <p>Substantial experience of working in a Mental Health or learning disability service.</p>	<p>Experience of contributing to the management of a clinic</p> <p>Experience of Recovery focused practice</p> <p>Relevant experience in a community setting</p>
Personal Qualities	<p>An ability to interact with complex young people and their families/carers.</p> <p>Ability to work independently, reliably and consistently with work agreed and managed at regular intervals.</p> <p>High standards of written communication skills with the</p>	

	<p>ability to use email and internet.</p> <p>Highly developed communication and team working skills and ability to work with a range of agencies and other professionals.</p> <p>Excellent organisational skills, ability to manage own time and plan timed activities for staff and patients</p> <p>High standard of report writing</p> <p>Interest in children and young people, and in neurodevelopmental conditions</p>	
Contractual Requirements or other requirements	<p>Ability to travel between multiple sites, and to attend regional meetings</p>	