

## Job Description

Our vision: To support our local communities by excelling in everything we do together.

<b>Job Title:</b>	Mental Health Practitioner
<b>Band:</b>	Band 6
<b>Network:</b>	Initial Response Service
<b>Base:</b>	East Barn, Lancaster
<b>AfC Ref:</b>	4137
<b>Hours of work:</b>	37.5 24/7

### Our Values

The values represent what we as an organisation, and the individuals who make up that organisation, are about.

It is our aim that everything we do fits in with, and reinforces, these values:

- *We are always learning*
- *We are respectful*
- *We are kind*
- *We are a team*

### Reporting Arrangements:

**Managerially accountable to:** Team Manager

**Professionally accountable to:** Team Manager

### Job Summary

- To provide a fast, responsive service to assess individuals needs for access into mental health services
- To undertake Mental Health Assessments including Risk Assessments, providing rapid and holistic assessment, care and sign posting of individuals presenting with other urgent risk issues.
- To be proficient in referring to other clinicians within the service and/or referring to other services/agencies where necessary.
- To provide a “gatekeeping” function as detailed in the Operating Procedure.
- To provide managerial support to the team in the absence of the Team Manager

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- To organise and deliver a rapid intensive intervention service in order to meet the health and social needs of people experiencing a serious mental health crisis
- To form close working relationships with and provide highly specialised advice and information on mental health issues to a variety of other services/agencies/organisations and carers both within and outside mental health services.
- To participate in and contribute to local and National strategies to improve services.
- To carry out clinical supervision and appraise and produce development plans with lower grade staff members.

### **Key Relationships**

The post holder is directly accountable to the Team Manager and Responsible to the Service Manager

- Medical staff
- Peer group and other senior staff
- GP's and Practice based staff
- Secondary Healthcare Providers
- Primary Healthcare providers
- Service users and Carers
- Local Authority staff
- Voluntary and Third Sector organisations
- Statutory organisations

### **Department Chart**

- TBC

### **Communication and Relationship Skills**

To work closely with the Urgent Care Pathway.

Training, joint thinking/consultation with staff and other agencies, working with all age's with mental health issues

To work collaboratively with staff from a variety of services to carry out assessments of the mental health and emotional well-being of people referred into the team. This work stream could include assessments relating to self-harm and suicide ideation.

To work alongside other services in LSCFT to appropriately place referrals following assessment

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## Analytical and Judgmental Skills

On-going accurate assessment of risk that a service-user poses to themselves or others, communication of this risk to others involved in a service-user's care including those outside mental health services as appropriate and the effective management of risk.

To manage the risks to self and others associated with unpredictable user groups in settings where there may be no other mental health professional support.

- Undertake gate-keeping assessments
- Occasionally dealing with medical emergencies e.g. administering basic life support and/or first aid and calling of emergency services e.g. for those who may have attempted suicide.
- Providing information and seeking advice for service-users, carers and other professionals about medication.
- Providing advice and support to junior members of medical staff, which might be informal or formal.
- Frequently giving information and specialist advice on caring for service-users with mental health problems to others both inside and outside of mental health services e.g. GP's, Midwives, Health Visitors and Social Services.
- Frequent provision of evidence based information and education to a service-user and/or carer about mental health problems, issues and care available.
- Liaison with the police, courts (which may require the provision of court reports) criminal justice liaison services, domestic violence services and probation services and co-ordinating care of service-users with these services as required.
- Safeguarding, provide safeguarding alerts

## Planning and Organisational Skills

To liaise with primary care professionals on a regular basis.

To maintain good links with specialist mental health services, IAPT services and associated agencies (including housing, social care and voluntary agencies) in order to form good referral pathways and provide advice on the management of mental health issues.

To provide a comprehensive assessment and formulation.

Responsible for planning and prioritising workload around the needs of the service-user, the service and their own capacity.

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## **Patient/Client Care**

Undertake comprehensive assessment of service users referred to the Team.

Provide highly developed risk assessment and risk management plans and communicate

To determine the most appropriate course of action for an individual following assessment in collaboration with the service users, from a range of available options.

To act in an advisory capacity on issues relating to Mental Health

To communicate effectively (both verbally and in writing) in a timely manner to the Service user, GP and other relevant professionals/agencies.

Employ professional curiosity when conducting assessment and identify safeguarding concerns and act accordingly to local policy.

To provide and receive complex, sensitive and contentious information using developed skills to ensure assessments and care planning can be completed.

To be aware of the physical needs of people with mental health problems and refer physical conditions on as appropriate.

Establish therapeutic relationships with service-users, relatives and carers.

Refer patients for Clinical Interventions based upon evidence based practice in conjunction with NICE guidelines.

To have a working knowledge of the Mental Health Act 1983 and subsequent legislation as it affects the service-user group.

## **Responsibilities for Policy and Service Development**

To contribute to the induction and orientation process of new staff to the team.

To contribute to the development, implementation and monitoring of the teams operations policies and service.

To report any untoward occurrences, incidents or complaints to the team manager or deputy in their absence.

To respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role or Trust policies relating to risk.

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### **Responsibilities for Finance**

Comply with relevant Trust and team financial policies and procedures.

Ensure cost effective and efficient use of team and Trust resources.

Ensure that own time is managed as effectively as possible

### **Responsibility for Human Resources**

Responsible for undertaking mandatory training in order to deal with occasional medical emergencies e.g. administering basic life support and/or first aid and calling of emergency services to those who may have attempted suicide.

To comply with mandatory training requirements.

Participating in regular appraisal sessions and for formulating in conjunction with the appraiser a personal development plan.

Developing innovative practice and local leadership.

To work at all times to promote equality, diversity and individual rights.

Responsible for participating in caseload supervision and informing the manager/deputy manager when one's caseload is overloaded.

To work as part of a team and to be able to work on own initiative.

### **Responsibility for Information Resources**

Maintain all records for administrative case management and statistical purposes to the standards required by Lancashire Care Foundation Trust.

To maintain relevant records and provide reports and information to ensure effective collection of data, including the use of computer based systems.

Abide by objectives and targets of both the Section and the Department, and follow the procedures and practices utilised in all aspects of the work, including computerised and manual systems and the maintenance of relevant records.

The information available from referrers is variable and often does not clearly indicate the nature of the service-user's problems. The post holder is therefore required to use their professional knowledge skills and experience in seeking further clarification or acting on the information received

Accurate reporting of all accidents and incidents in order that this information is correlated and used to influence future practice. To provide reports as required.

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Daily updating of all service-user's records and basic information requirements in accordance with Trust requirements through use of electronic care records

### **Research and Development**

To be involved in clinical audit and evaluation of the service

### **Freedom to Act**

Works autonomously

Work within own code of professional practice.

Maintain and keep updated on own high level of knowledge around Health and Social service agendas.

### **Other**

To work flexible hours to offer individuals a reasonable choice of appointment times.

This is a 24 hour a day 7 day a week service and as such you will be required to work a shift pattern that meets the needs of the service.

The role will cover the functions of the Urgent care pathway and this will include some rotation.

To be efficient, responsible and maintain a high level of organisation.

Be responsible for maintaining own professional registration and upholding current codes and legislation

To ensure knowledge and practice is current and evidence based.

Ensuring adequate clinical and management supervision is received.

To act as preceptor, mentor and assessor for trainees as appropriate to professional group.

To recognise personal and professional limitations.

### **Special Conditions:**

As a member of staff you have:

- Legal duties and responsibilities under Health & Safety legislation, plus a general duty to work safely and not to put others at risk i.e. colleagues, service users, visitors, as a result of any activity or omission at work.

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- A duty to report any practice that you consider compromises standards of risk and health & safety. The Whistle-blowing Policy gives effect to the Public Interest Disclosure Act under which an individual who raises such concerns for unfair treatment is protected.

All Lancashire & South Cumbria NHS Foundation Trust staff employed within all Environments that have contact with service users, their families or systems to support them have a responsibility to safeguard and promote the welfare of children, adults and vulnerable families.

As a member of staff you must:

- All Lancashire & South Cumbria NHS Foundation Trust staff employed within Clinical Environments have contact with children, vulnerable adults, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to Local Safeguarding Children's Board, Local Safeguarding Adult Board and LSCFT Procedures for Safeguarding and Protecting Children.
- The Trust places great emphasis on the need for the strictest confidentiality in respect of personal data - both that of service users and staff. All information about people will be treated in the strictest confidence at all times. Breaches of confidentiality will be investigated and may lead to Disciplinary action being taken.
- The Trust view its responsibility under the Data Protection Act and the Caldicott Principles as central to all activities that are carried out in its name. Staff are therefore expected to acquaint themselves with the principles of Information Governance, and to complete the mandated training modules that have been agreed."

Promoting Equality and Reducing Inequalities

- To understand and uphold organisational policies and principles on the everyday promotion of equality, diversity and inclusion.
- To create an inclusive working environment which values a variety of ideas, experiences and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust and the communities we serve.

## **Behaviour**

The post holder is expected to ensure their behaviours are consistent with our values at all times, we expect you to:

Support the aims and vision of the Trust

- Act with honesty and integrity at all times

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- Be a positive ambassador for the Trust
- Demonstrate high standards of personal conduct
- Value and respect colleagues, other members of staff and patients
- Work with others to develop and improve our services
- Uphold the Trust's commitment to equality and diversity
- Take personal responsibility for their words, deed and actions and the quality of the service they deliver

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## Person Specification

Our vision: high quality care, in the right place, at the right time, every time.

Description	Essential	Desirable	Assessment
Education/ Qualifications	Recognised Core Mental Health Professional Qualification (e.g. RMN/Dip SW/OT)	ENB 998 or equivalent teaching/supervision qualification	Certification appraisal references
Knowledge	<p>In-depth knowledge of mental health problems</p> <p>In-depth knowledge of issues that impact upon people with mental health problems</p> <p>Detailed knowledge of the impact of risk and protective factors that affect people with mental health problems</p> <p>Knowledge of medication prescribed for management of mental health issues</p> <p>In-depth knowledge of diversity and anti-discriminatory and anti-oppressive practice.</p> <p>Knowledge of current mental health legislation/policy</p>	Knowledge around dual diagnosis and/or a variety of personality presentations.	Interview Appraisal References
Experience	<p>Experience of post qualification clinical work with service users experiencing a range of mental health problems</p> <p>Experience of delivering evidence based interventions in a time-limited framework</p>	Experience of audit, evaluation and outcome measurement	Interview Appraisal References

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	<p>Evidence of assessment across a broad range of mental health problems</p> <p>Evidence of continuing professional development</p> <p>Experience of risk assessment and management</p> <p>Experience of multi-agency working.</p>		
Skills and Abilities	<p>Ability to assess service users' presenting problems and needs, quickly and accurately, under pressure.</p> <p>Ability to determine the most appropriate course of action from a range of available options.</p> <p>Ability to communicate clearly the outcomes of assessment, verbally and in writing.</p> <p>Highly developed interpersonal skills and communication skills both oral and written</p> <p>Time management and caseload management skills.</p> <p>An ability to work as part of a multi-disciplinary team and to work collaboratively with a range of agencies.</p> <p>Basic keyboard skills</p>	<p>An ability to undertake practice based research.</p> <p>An ability to evaluate practice and ensure findings are used to improve service delivery.</p>	Application form and interview.
Work Related Circumstances	<p>A willingness to work flexibly to meet the demands of the service.</p> <p>Access to private transport.</p>		Application form and interview

**EFFORT FACTORS**

<b>PHYSICAL EFFORT</b> What physical effort is required for the job?	How often?	For how long?	What weight is involved?	Any mechanical aids?
No				

Is the job holders expected to sit / stand in a restricted position?	How often?	For how long?	What activity is involved?
Yes	Frequent		Reviewing reports Assessing data Undertaking assessments

<b>MENTAL EFFORT</b> Are there any duties requiring particular concentration? – Please detail.	How often?	For how long?
one-to-one service-user work Attendance at meetings	Daily	1 hour four to five times a day
Are there any duties of an unpredictable nature? – Please detail.	How often?	For how long?
Service-user's with complex mental health needs	frequent	1 hour four to five times a day

<b>EMOTIONAL EFFORT</b> Does the job involve dealing with any distressing or emotional circumstances? – Please detail.	Direct / Indirect exposure	How often?
Yes – working with service-users with complex mental needs who may also be presenting with a variety of risk and safeguarding issues	Direct	For every contact

<b>WORKING CONDITIONS</b> Does the job involve exposure to unpleasant working conditions? – Please detail.	How often?
The job will involve home visits to see service users in home/family environment, conditions of which will be variable	As required

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