

## JOB DESCRIPTION

---

**POST TITLE:** Education Mental Health Practitioner (qualified)

**DEPARTMENT:** CAMHS

**BASE:** Slough

**BAND:** 5

**LINE MANAGER:** Clinical Team Lead GHT/MHST

**PROFESSIONAL ACCOUNTABILITY:** Children and Mental Health Service (CAMHS)  
Professional Lead for Psychological Therapies

---

### OUR VISION AND VALUES

Our Trust's vision is 'To be recognised as the leading community and mental health service provider by our staff, patients and partners.'

Our values are:

- **Caring** for and about you is our top priority
- **Committed** to providing good quality, safe services
- working **Together** with you to develop innovative solutions

### JOB SUMMARY:

Mental Health Support Teams (MHST) are part of an exciting new project funded by NHS England, Health Education England and partners with the aim of improving the mental health and wellbeing of children and young people in the community in response to the government's Green Paper for Young People's Mental Health.

The Teams form part of the developing CAMHS Getting Help services across East Berkshire, working as part of the multi-agency early intervention support.

## **RESPONSIBILITIES**

1. Deliver evidence-based intervention for children and young people in education setting with mild to moderate mental health problems
2. Helping children and young people within these settings who present with more severe problems to rapidly access more specialist services
3. Supporting and facilitating staff in education settings to identify and where appropriate manage issues related to mental health and wellbeing
4. Working with and within education environments to afford better access to specialist mental health services
5. As a qualified EMHP be confident in the use of CYP IAPT principles, evidence-based interventions and routine outcome measures.
6. To care co-ordinate and manage a defined caseload of children and young people presenting with emotional health and wellbeing difficulties in schools under supervision
7. To provide training to schools' staff, parents and carers in conjunction with colleagues.
8. Within schools actively promote the whole school-based approach to developing and maintaining emotional health and well-being

## **CLINICAL**

1. To assess and deliver outcome focused, evidence-based interventions in educational settings for children and young people experiencing mild to moderate mental health difficulties.
2. To develop skills in supporting children and young people experiencing mild to moderate mental health difficulties, their parents/carers, families and educators in the self-management of presenting difficulties.
3. To work in partnership with children, young people, their families and educators in the development of care plans for the specific intervention and agreeing outcomes.
4. To show evidence in a variety of forms that at all times assessment and intervention is provided from an inclusive values base, which recognises and respects diversity.
5. To discuss with supervisors and agree to accept appropriate referrals for children and young people in educational settings, according to agreed local and national and local referral routes, processes and procedures.
6. Under supervision, undertake accurate assessments of risk to self and others.
7. To learn, understand, rationalise and adhere to the protocols within the educational service to which the postholder is attached.
8. To engage along with more senior staff in the signposting of referrals for children and young people with more complex needs to the relevant service
9. To engage in robust managerial and clinical supervision, identifying the scope of practice of the individual postholder within the role, and working safely within that scope
10. To adhere to an agreed activity contract relating to the number of client contacts offered, and clinical sessions carried out per week in order to minimise waiting times and ensure treatment delivery remains accessible and convenient.
11. To complete all requirements relating to data collection within the service including use of routine outcome and patient experience measures.

## **TEACHING, TRAINING, AND SUPERVISION**

1. To engage in robust managerial and clinical supervision, identifying the scope of practice of the individual postholder within the role, and working safely within that scope.
2. To practice, evidence, reflect on and demonstrate an ability to manage one's own caseload in conjunction with the requirements of the team.
3. To ensure clear objectives are identified, discussed and reviewed with supervisor and senior colleagues on a regular basis as part of continuing professional development.
4. To gain additional specialist experience and skills relevant to the discipline and the service and as agreed as part of annual PDP.
5. To prepare and present case load information to supervisors within the service on an agreed and scheduled basis, in order to ensure safe practice and the governance obligations of the trainee, supervisor and service are delivered.
6. To respond to and evidence the implementation of improved practice because of supervisor feedback.
7. To engage in and respond to personal development supervision to improve competences and practice
8. To provide advice, consultation and training to staff working within the network of schools and across a range of professions, agencies and settings, where appropriate.

## **RESEARCH AND SERVICE EVALUATION**

1. To contribute to the development, evaluation and monitoring of the MHST.

## **GENERAL AND PROFESSIONAL**

1. To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with relevant professional codes of practice and Trust policies and procedures.
2. To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.

## **GENERAL**

1. This is a varied role where you'll be expected to undertake the range of responsibilities specified above, working together with your line manager and colleagues to ensure that the activities of this post make a real difference to our patients. Your line manager may ask you to undertake other reasonable duties to facilitate the smooth running of your service or team.
2. We are an equal opportunities employer and you'll be expected to role model equality of opportunity, live the values and always operate in accordance with our Equal Opportunities Policy.
3. Health and Safety at work is important to us and we would like you to role model the highest standards of behaviour and go above and beyond by adopting excellent practice where it links to the health and wellbeing of our colleagues. It is important that you cooperate with us to ensure that statutory and departmental safety regulations are adhered to.

## **BEHAVIOURS**

In addition to the responsibilities and requirements outlined in this job description, you should refer to the associated and expected behaviours that are relevant to this role - your line manager will be able to provide you with this detail.

Our values define the behaviours we are all expected to display during the course of our work, and they underpin our organisational recruitment, appraisal, reward and development processes.

## **LOCATION/MOBILITY**

We may require you to work at or from a different work base or location from time to time, to meet service demands and deliver an operational service. Given the geographical nature of the Trust, you may be required to travel between Trust premises as part of your role.

We also may need to change your work base on a permanent basis and if this is the case, we will consult with you in line with our policies and procedures.

## **FLEXIBILITY**

We may need to amend your job description and/or your duties from time to time in order that we can continue to provide the best possible service to our patients. It is important that you work with us to deliver our services, by complying with lawful and reasonable instructions, by adapting to new ways of working, and by attending training courses as requested from time to time.

## **CONTINUING PROFESSIONAL DEVELOPMENT**

You'll be expected to attend and contribute to staff meetings and forums, supervision sessions, training courses, seminars and workshops, all of which will contribute to the development and enhancement of our current working practices.

You will also be expected to participate in all personal review meetings and to take responsibility for your own personal and professional development and the professional accountability for your role.

## **DATA PROTECTION ACT**

We are all expected to be aware of the Data Protection Act and to follow the local Codes of Practice to ensure appropriate action is taken to safeguard confidential information.

## **HEALTH & SAFETY**

We all have a responsibility for health and safety, risk assessment and workplace inspections, and you will be expected to take reasonable care for your own health and safety and that of others. You will also be expected to co-operate with your colleagues to ensure that statutory regulations, policies, codes of practice and departmental safety procedures are adhered to, and to attend any training programmes that we consider to be relevant.

## **INFECTION CONTROL**

We all have a responsibility to make sure that Infection Control remains a priority in terms of attention and resources. If you work in a role that provides direct patient care then you'll be expected to follow our policies and procedures which are designed to reduce the risk of passing on the organisms that can cause infections.

We all, collectively and individually, have a duty of care to follow best practice and adhere to any guidelines which underpin the management of Infection Control.

## **CONFIDENTIALITY**

We all have a responsibility to make sure that we don't disclose any information of a confidential nature relating to the services we provide or in respect of any service user, client or third party. This applies both during and after your employment.

You must not remove or copy any documents or tangible items including software which belong to the Trust or which contain any confidential information unless you have specific permission to do so. When you leave our employment, or if you are asked, you must return all documents and tangible items which are in your possession or are under your control, but which belong to us or contain or refer to any confidential information.

You should be aware that a breach of confidentiality may result in your dismissal and that, regardless of any disciplinary action that we may take, a breach of confidence could result in civil action for damages.

## **DATA QUALITY**

We are all responsible for making sure that our data and electronic records are updated, accurate, relevant, reliable, and completed in line with our record keeping standards and policies.

## **CLINICAL GOVERNANCE**

We aim to provide the highest standards of care. To help us achieve this aim, you are expected to follow acceptable working practices as defined in our policies and guidelines. You also have a personal responsibility to your colleagues and patients to keep yourself up to date with any changes to policies and to report any practice that you consider to be unacceptable through the appropriate channels.

## **ASYLUM & IMMIGRATION ACT 1996 AND AMENDMENTS**

We need to make sure that we comply with the Asylum and Immigration Act 1996. To do this, we check the documentation of all applicants to confirm that they have the right to work in the UK. We won't offer employment to any applicant who does not have valid leave to remain and work in the UK or whose leave is subject to conditions which prevent them from taking up employment with us. If your leave to remain and/or right to work status changes during the course of your employment, we will determine what impact this may have on our ability to continue employing you.

## **SAFEGUARDING CHILDREN AND VULNERABLE ADULTS**

We all have a responsibility for safeguarding individuals who come into contact with our services, whether they are a child or young person, a person with Learning Disabilities or an older or vulnerable adult.

We adhere to the Berkshire Local Safeguarding Children Boards Child Protection Procedures, which places a duty of care and responsibility on us all to safeguard and promote the welfare of children.

## **SMOKE FREE**

We operate a smoke free policy which means that smoking is not permitted on any of our sites. This also applies when you are travelling in vehicles (including owned and lease cars) whilst on official business, parked on our premises in privately owned vehicles, or transporting services users or visitors. We will not support taking additional breaks during the working day to smoke off site. Further information can be found in the Staff Smoke Free policy.

**PERSON SPECIFICATION**

**PRACTITIONER/EMHP SUPERVISOR, SCHOOLS MENTAL HEALTH SUPPORT TEAM**

CATEGORY	ASSESSMENT METHOD		
	Application Form Essential or Desirable	Interview Essential or Desirable	Selection Tool
<p><b><u>Education/Qualifications/Training</u></b></p> <ul style="list-style-type: none"> <li>• Post Graduate Diploma – through completion of Education Mental Health Practitioner (EMHP) training.</li> <li>• Proven record of previous academic attainment i.e. undergraduate degree or equivalent</li> <li>• Good solid basic literacy and numeracy qualifications at a minimum of level 2 or equivalent</li> <li>• Evidence of training/qualifications relating to working with children, young people and families</li> </ul>	<p><b>ESSENTIAL</b></p>	<p><b>ESSENTIAL</b></p>	<p>A/I</p>
	<p><b>ESSENTIAL</b></p>	<p><b>ESSENTIAL</b></p>	<p>A/I</p>
	<p><b>ESSENTIAL</b></p>	<p><b>ESSENTIAL</b></p>	<p>A/I</p>
	<p><b>DESIRABLE</b></p>	<p><b>DESIRABLE</b></p>	<p>A/I</p>
<p><b>Previous Experience</b></p> <ul style="list-style-type: none"> <li>• Experience of working with children and young people with mental health issues</li> <li>• Worked in a service where targets were agreed and progress towards the targets were used to demonstrate outcomes.</li> </ul>	<p><b>ESSENTIAL</b></p>	<p><b>ESSENTIAL</b></p>	<p>A/I</p>
	<p><b>ESSENTIAL</b></p>	<p><b>ESSENTIAL</b></p>	<p>A/I</p>

<b><u>Knowledge, Skills &amp; Abilities</u></b>			
<ul style="list-style-type: none"> <li>• Demonstrates an understanding and can identify common mental health issues experienced by children and young people</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Ability to personally manage a sensitive, traumatic and potentially emotionally distressing caseload</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Good understanding of routine outcome measures with children young people and families</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Ability to demonstrate how to effectively put training into practice</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Able to develop good professional relationships with colleagues inside and beyond child and adolescent mental health services e.g. schools, local authority</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Knowledge of the educational system in England</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Knowledge of children and young people gained through academic study in child development, child wellbeing or mental health.</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Ability to learn in a variety of settings and using a variety of learning methods</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Responsive to and willing to ask for feedback and supervision</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I
<ul style="list-style-type: none"> <li>• Good organisational and time management skills, ability to plan and prioritise own workload.</li> </ul>	<b>ESSENTIAL</b>	<b>ESSENTIAL</b>	A/I

<p><b>Additional Requirements</b></p> <ul style="list-style-type: none"> <li>• A positive approach to working with children and young people with mental health difficulties.</li> <li>• Ability to work as part of a team and independently.</li> <li>• An awareness of own strengths and limitations.</li> <li>• Ability to travel between sites and to locality meetings.</li> <li>• Commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.</li> <li>• Fluent in languages other than English</li> <li>• Car user with ability and willingness to travel to locations throughout the organisation – access to use of car.</li> </ul>	<p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>DESRIABLE</b></p> <p><b>ESSENTIAL</b></p>	<p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>ESSENTIAL</b></p> <p><b>DESRIABLE</b></p> <p><b>ESSENTIAL</b></p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
--	---	---	--

**Selection Tool:**                      **A = Application Form, I = Interview, P = Presentation, T = Test**