

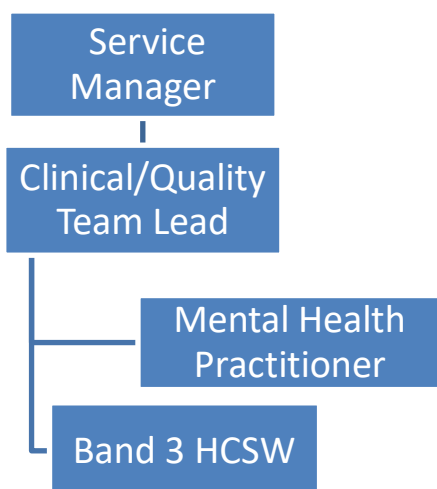
HR Use Only
Job Ref:
CHC_24.02-03

JOB DESCRIPTION

JOB TITLE:	Mental Health Practitioner
PAY BAND:	Band 6
DIRECTORATE:	Primary Care
TEAM/SERVICE:	ARRS Mental Health Service
BASE:	Stoke & North Staffs GP practices
RESPONSIBLE TO:	Service Manager / Clinical/Quality Team Lead
ACCOUNTABLE TO:	Service Manager
RESPONSIBLE FOR:	<ul style="list-style-type: none"> The post-holder is responsible for the provision of planned person centred care working in partnership with service-users The post-holder is responsible for working collaboratively with other Trust services to provide seamless care for service-users on defined care pathways The post-holder is responsible for working in partnership with agencies External to the Trust supporting service-users access to services in the Independent and non-statutory sector. Accelerating existing joint collaboration between primary care and children and young people's mental health services and other key partners, such as VCSE, Local Authority, and mental health support teams for schools/colleges

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

ARRS Mental Health Team



Job Summary:

North Staffordshire Combined Healthcare NHS Trust is wholly committed to the use of person centred approaches and affording patients and service users the opportunity to maximize full citizenship, choice and control over their care needs.

The post holder will provide expert guidance, advice and interventions to children, Young People, and their families and the professionals working around them in the areas of Youth Mental Health and Youth Culture.

General Practitioners (GPs) and mental health clinicians are reporting an increase in children and young people (CYP) presenting with mental health problems and needs. GPs describe difficulties accessing support/advice from mental health services and mental health services are equally struggling to meet current demand. The main concern relates to young people with acute mental health needs (crisis or suspected eating disorder) and how to keep children and young people safe while they wait to access appropriate mental health treatment.

Policy teams within NHS England and NHS Improvement (CYP Mental Health, Primary Care Team, Personalised Care Group, CYP Transformation Team and GP leads) have come together to inform this ambition.

This initiative aims to strengthen the integration of children and young people's mental health services (including partner services) and primary care in order to:

- Support children and young people and parents/carers through person-centred care when they present to general practice with identified or suspected mental health issues e.g. anxiety, depression, recognising risk of an eating problems, or responding to crisis presentations and supporting those with complex needs
- Understand where to get children and young people's mental health advice and additional support
- Agree local shared care protocols (e.g. medical monitoring) and support timely access to mental health advice and guidance

The post will include a variety of interventions including screening new referrals, contributing in referral meetings, consultation to professionals, assessing the needs of the Young Person/Young Adult from a Youth Work Perspective, providing brief therapeutic interventions and delivering training, with a specific emphasis on Youth work and Youth Culture.

Key Duties/Responsibilities

- To perform all aspects of the role in accordance with Trust policies and other national bodies.
- To Support and strengthening provision in relation to early identification and intervention for Young Persons/Young Adults with Mental health and family Support needs
- To complete direct work with Young Person/Young Adults to improve their Mental Health and Emotional Wellbeing.
- To complete an assessment of care needs and the development implementation and evaluation of individual care plans, intervention plans.
- To provide specialist advice and training in mental health and youth culture to professionals and parents.
- In conjunction with the Service Line Manager Clinical Team lead, and MDT to take responsibility for setting, maintaining and evaluating standards of care throughout.
- To liaise with all members of the multi-disciplinary team and outside agencies in the implementation of Young Person/Young Adult care.
- To ensure that care activities are research based and in keeping with changes in the field of activity.
- To contribute to the development of ideas and innovative practice.
- To undertake and participate in audit as requested by the Clinical Team Lead, or Quality Improvement Lead Nurse (QILN).

Specialist/technical requirements

1. Clinical

- 1.1. Take responsibility for professionally managing a caseload by advocating for the Young Person/Young Adult and to ensure the efficient implementation of these responsibilities. Promoting a positive working relationship and to engage with carers / relatives as appropriate.
- 1.2. To have responsibility for documenting the plans of care and ensuring that plans remain current and that standards of record keeping are adhered to.
- 1.3. To Participate in Multidisciplinary meetings.
- 1.4. Take prompt action on changes in condition, liaising with other members of the clinical (Multi-disciplinary) team when necessary, reviewing and communicating any amendments to the care plans Intervention Plans.

- 1.5. Promoting a culture in which positive and proactive engagement and intervention with patients and carers is actively encouraged both within the GP practice/PCN, and within the wider service. Act as a role model and patient advocate in respect of this.
- 1.6. Facilitate close working relationships with other clinical teams, inpatient and community, other agencies and non-statutory bodies in order to ensure the minimum disruption to patient care as the client moves through the service. To ensure the timely completion of discharge reports / CPA documentation etc.

2. Professional and statutory Obligations

- 2.1. Ensure personal practice and that of those supervised adheres to relevant Codes of Conduct, legislation and policies and procedures. To be aware of the implications of these, particularly those concerning Children, Young Person/ Young Adults rights, and take any necessary action in the event of non-compliance.
- 2.2. Attending statutory and mandatory training and other pertinent training as agreed with the Service Manager through the personal review process.
- 2.3. To ensure regular supervision is taken and recorded
- 2.4. To maintain appropriate professional registration where appropriate and adhere to professional guidelines and standards at all times.
- 2.5. To maintain knowledge and skills by applying self-reflection and critical analysis throughout practice, staying up to date with current research and where appropriate applying it to practice.

3. Managerial

- 3.1. Take responsibility for the management of staff for the duration of a span of duty, providing supervision and support to junior staff.
- 3.2. Act as mentor or preceptor as and where appropriate. Motivating other staff, promoting positive values, challenging inappropriate behaviour and negative attitudes.
- 3.3. Provide feedback on performance and report any incidents of misconduct in accordance with relevant procedures.
- 3.4. Ensure that communication is maintained within the wider clinical team and where necessary with other agencies or individuals.
- 3.5. Undertake aspects of management and specific responsibilities to support the clinical environment, as agreed with the Service Manager/ Team Lead. These will be determined by the post holders development needs.

4. Educational

- 4.1. Be responsible for increasingly professional research knowledge by promoting a questioning and analytical approach to care as per professional requirements for development.
- 4.2. Maintain awareness of current developments in professional practice by attending lectures, seminars as identified with the Service Manager/ Team Lead.
- 4.3. Contribute to the development of clinical effectiveness and evidence based practice in relation to your clinical area.
- 4.4. Identify your own training needs and support junior staff to identify their training requirements.
- 4.5. Participate in the appraisal process; undertake appraisals for junior staff to support in developing their professional practice as directed by the Service Manager, Team Lead.
- 4.6. To act as a practice assessor or supervisor for all students and to be actively involved in the teaching of junior staff.

5. Quality Assurance

- 5.1. Take prompt action upon receiving or being notified of a complaint and ensure that all efforts are made to resolve the complaint informally in accordance with the trust policy. Ensure that complaints are reported and that patients and carers / relatives are informed of the complaints procedure.
- 5.2. Assist the service manager/ Team Lead in the management of adverse incident reporting and clinical risk management within your clinical area.
- 5.3. Take an active role in promoting and maintaining standards of practice acting as a role model to junior staff and co-operating with the Trust in ensuring that local and statutory regulations - CQC, Mental Health Act, Ofsted, NMC Code, Health and Safety Act, etc. are adhered to.
- 5.4. Take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions at work.
- 5.5. Ensure that you are up-to-date with all statutory training requirements and follow agreed policies.
- 5.6. Support the Service Manager as directed to monitor the attendance and performance of staff and take appropriate action to report concerns where a record is unacceptable
- 5.7. Participate in quality assurance initiatives and promote the Trusts SPAR quality priorities to ensure improved patient experience.

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 PCN Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

Confidentiality:

Working within the trust and PCN 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.

EMPLOYEE

THE TRUST OPERATES A NO SMOKING POLICY

SIGNATURE:

DATE:

Person Specification

	Essential	Desirable	Method of assessment
Qualifications	<p>A nationally recognised professional qualification in health or Social Work which must be registered with the appropriate professional governing body, such as, HCPC, UKCC. NMC</p> <p>Evidence of continued professional development</p> <p>Evidence of post basic education and further professional development</p>	<p>Management training</p> <p>Preceptorship Skills</p> <p>Level 3 Safeguarding Training</p> <p>Qualification in Leadership and management or equivalent in health and social care or willingness to commence if successful.</p>	<p>Application form / interview / assessment</p>
Experience, Knowledge and skills	<p>Extensive experience or working in a CYP Work environment with evidence of identifying and supporting the emotional and mental health needs of this cohort</p> <p>Previous direct line management responsibility</p> <p>Experience within a mental health service.</p> <p>Evidence of clinical development</p> <p>Collaborative working</p> <p>Experience of effective engagement with families and carers</p> <p>Ability to provide managerial and clinical leadership.</p> <p>Demonstrate the ability to carry out all care needs without direct supervision.</p> <p>Regularly manage the clinical area in the absence of senior staff</p> <p>Have had experience in teaching sessions.</p> <p>Have had experience of working under pressure and using initiative.</p> <p>Sound assessment, evaluation, and care planning skills</p> <p>Ability to delegate</p> <p>Ability to induct any staff member to the area with confidence.</p>	<p>Experience of managing within a variety of Children and Young People clinical service areas.</p> <p>Experience of providing clinical supervision and a willingness to complete mentorship training.</p> <p>Experience of working in a community environment</p> <p>Confidence to act as mentor counsellor/ educator to patients, relatives, students and others</p> <p>Induction of staff to the clinical area at all levels</p> <p>Formulation of care standards for clinical areas and local standards</p> <p>Participation in setting, maintaining and monitoring standards.</p> <p>Sound knowledge of National Legislation and drivers and other legislation related to the care of children and young people with emotional and mental health concerns</p>	<p>Application form / interview / assessment</p>

	<p>Sound experience in area applied for or experience in an equivalent area.</p> <p>Ability to tackle staff management issues, i.e. complaints and disciplinary issues</p> <p>Motivated and innovative</p> <p>Setting, monitoring, and maintaining standards, ensuring high standards.</p> <p>Able to monitor staff performance and undertake appraisals or action to redress poor performance.</p> <p>Ability to formulate and implement new ideas.</p> <p>Substantial experience of working in a clinical setting</p> <p>Experience of working in a multi-disciplinary team.</p>	<p>Knowledge Of NICE, QUINNC and CQC standards and regulations</p>	
	<p>Direct experience working with CYP's and Parents or Carers in Health, Education, Voluntary, charity or Social Care settings</p> <p>Good communication skills in a range of contexts: working directly with vulnerable children, parents and carers and a wide range of professionals</p> <p>Experience of designing and delivering training to professionals around Youth Culture/Mental Health</p> <p>Able to use the internet, email and word processing.</p> <p>Knowledge of child protection and Safe guarding policy and procedures.</p>	<p>Experience of working with Youth Offenders</p> <p>Experience of working with those at risk of or being exploited (sexually or criminally)</p> <p>Additional specialist skills or interest in an area relating to youth mental health</p> <p>Experience of working with electronic patient records</p>	<p>Application form / interview / assessment</p>
	<p>Understanding of the Human Rights Act.</p> <p>Has a sound knowledge of CQC standards.</p> <p>Awareness of national and local policies and how these impact on service provision.</p> <p>Clear understanding of Clinical and Operational Risk assessment.</p>		

	<p>Evidence of decision making and problem solving skills.</p> <p>An awareness of good public inter-personal skills and users of the service, being sensitive to their needs and comments, i.e. complaints/ suggestions/ compliments.</p> <p>The ability to communicate effectively, orally and in writing, information to clients, their families, carers and members of the MDT.</p> <p>Effective inter-personal skills and delegation</p> <p>Ability to undertake auditing/data collection</p> <p>Ability to prioritise workload</p> <p>Ability to support and supervise junior staff</p> <p>Ability to manage and deal effectively with crises.</p> <p>Awareness of national and local policies and how these impact on service provision.</p> <p>Has received training (either formal or through experience) to carry out both operational and clinical risk assessments within scope of practice.</p>		
Other	<p>Have confidence to be an effective advocate for children/young people with emotional and mental health difficulties to continuously update knowledge skills and challenge practice!</p> <p>Well presented, confident, respectful, self-reliant, and aware of personal boundaries, resourceful, imaginative, adaptable and enthusiastic.</p> <p>To be able to adopt flexible working practices and undertake a full range of duties.</p> <p>To be able to adapt positively to possible changes in modes of service delivery.</p> <p>Has the ability to demonstrate a high level of commitment, innovation and initiative.</p>		Application form / interview / assessment

	<p>To be willing to be supportive to colleagues experiencing stressful situations.</p> <p>To be open to constructive criticism and willing to participate in discussions intended to develop skills and implement evidence based practice.</p> <p>Able to meet the travel requirements of the role- travel between GP practices aligned to the PCN will be required.</p>		
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