



Job description

JOB DETAILS:

Job Title	Senior RMN/ RNLD
Pay Band	Band 6
Hours of Work and Nature of Contract	37.5 hours per week. Working 8am-6pm 4 days per week to include weekends and bank holidays.
Division/Directorate	EAST
Department	HMP Berwyn, Wrexham
Base	HMP Berwyn, Wrexham

ORGANISATIONAL ARRANGEMENTS:

Managerially Accountable to:	Mental Health and Learning Disabilities Team Manager
Reports to:	
Professionally Responsible to:	NMC

Job Summary/Job Purpose:

The post holder is required to work within an integrated MDT focusing on adults suffering with a wide range of mental health problems. The post holder will hold a caseload, being responsible for assessing patients' needs, planning and implementing the plan of care.

The post holder will provide supervision, guidance and support to junior members of staff.

The post holder will be a role model and a resource to members of the mental health team by continually developing own client based clinical practice and expertise. Ensuring that the staff

work within their codes of professional practice and the standards expected by the LHB.

Work in partnership with service users, other health and social care colleagues and services internal and external to HMP Berwyn, including her majesty's prison and probation services as appropriate, to achieve optimum health outcomes for clients and contributing to reducing reoffending pathways.

DUTIES/RESPONSIBILITIES:

1. Undertake and oversee the remand screening process and assessment for service users entering HMP Berwyn using recognised tools and professional knowledge to make appropriate referrals and decisions about immediate mental health needs.
2. To perform the role of duty by triaging referrals into the service and undertaking assessments in line with Mental Health (Wales) Measure 2010 providing crisis and risk intervention where appropriate.
3. Using a stepped care approach, develop comprehensive care packages for service users experiencing chronic, severe and enduring mental health problem seeking specialist advice from other healthcare professionals where necessary.
4. To provide comprehensive psychiatric intervention by being involved in the discussion and allocation of referrals to the Mental Health and Learning Disabilities Team.
5. To be responsible for the care coordination or case management of a designated caseload of clients with either mild to moderate or severe and enduring mental health problems.
6. To ensure that Care and Treatment Plans and Care Management Protocols are adhered to and that standards are met in line with the Mental Health (Wales) Measure 2010 Parts 1, 2 or 3.
7. As Care Coordinator, responsibility for making evidence based assessment of client's physical, psychological, spiritual and social needs, taking into account and respecting ethnicity, for a defined caseload.

8. To ensure that a comprehensive risk assessment is completed and documented for all actual or potential areas of risk, i.e. harm to self or others, neglect, exploitation and vulnerability. Inform and liaise with other professionals (where appropriate) in order to positive risk manage and maintain the client's maximum independence.
9. To act as point of contact for GP's and other interface services, to offer advice, support and signposting onto appropriate agencies.
10. Undertaking the assessment of suitability of service users to be transferred or released using recognised tools and protocols and ensuring the transition is well planned and managed working closely with other members of the multidisciplinary team to determine clinical priorities.
11. As care coordinator, responsibility for formulating and developing standard and complex, outcome focused Care plans in collaboration with clients and in accordance with the Mental Health (Wales) Measure 2010
12. To provide individualised, effective, evidence based care and treatments to meet the assessed needs of patients and promote recovery. This can be offered in a group format or 1:1 and delivered by statutory or third sector providers.
13. Manage own therapeutic care/interventions within the clinical environment and be accountable for the quality of care they delivered within the clinical area of responsibility.
14. To be responsible for the care coordination of reviews in accordance with Mental Health (Wales) Measure 2010, incorporating statutory requirements under the Mental Health Act 1983, and ensuring dissemination of documentation as appropriate.
15. In the role of care coordinator, provide written and verbal reports and attend MAPPA meetings and parole hearings where required.

16. To maintain accurate clinical documentation in line with Health Board policies.
17. To coordinate, arrange and attend case conferences within the community.
18. To work in an autonomous capacity within the community on a daily basis responding to changing need and risk within the boundaries of safe working practice.
19. To offer advice guidance and support as necessary to both internal and external agencies within HMP Berwyn as appropriate.
20. Ensure that effective communication is established and maintained with clients and (when appropriate) carers/relatives, offering support and guidance to carers.
21. Maintain and foster communications between primary care and secondary care mental health teams, social services and all other community services. Establish and maintain links with the relevant voluntary agencies.
22. To be conversant with clinical governance issues and of the need to be applying these to practice and to be conversant with and adhere to Divisional and Health Board policies.
23. Lead and develop practice by working collaboratively and in partnership with other practitioners.
24. Undertake reviews of ACCTs (Self harm/suicide risk) GOAD reviews and all relevant prison related meetings and reviews.
25. Administer medication as prescribed according to NMC guidelines (e.g. depot clinic)

MANAGERIAL RESPONSIBILITIES

1. To offer professional and clinical support to junior staff and students.
2. Co-ordinate clinics and endeavour to ensure they run on time.
3. Delegate to and supervise members of the team.
4. Contribute to the learning experience and development of staff and students placed within the team. Acting as mentor where appropriate.
5. Contribute to the orientation and induction of new members of staff and provide education in a variety of settings to all members of HMP Berwyn employees.
6. Develop junior staff within the mental health and learning disabilities team to deliver programmes of care.
7. Develop links with specialist teams who are working within and external to HMP Berwyn
8. To be the responsible case manager to service users requiring hospital admission ensuring they are managed appropriately until transfer to secure services.
9. To act up in team leader's absence.

SECURITY

1. To always be aware of security within the department and establishment, and work within the set guidelines to ensure that security is maintained in a manner sensitive to prisoner needs.
2. Staff must ensure that they have an appropriate awareness of the Local Security Strategy (LSS) and in any event of uncertainty seek clarification from a security manager.
3. Ensure that the department complies with the security requirements of HMP Berwyn, the physical security of the environment and the safe custody of the healthcare equipment in the department is maintained.
4. Assume personal responsibility for the security of issued keys and radios.
5. Participate in the dissemination of security information to all staff, ensuring you have access to, and attend the relevant security training and participate in meetings in regards to security.
6. Support colleagues to respond to any situation or circumstance that might indicate a threat to security.

COMPETENCE

You are responsible for limiting your actions to those, which you feel competent to undertake. If you have any doubts about your competence during the course of your duties you should immediately speak to your line manager/supervisor.

REGISTERED HEALTH PROFESSIONAL

All employees of the Trust who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.

SUPERVISION

Where the appropriate professional organization details a requirement in relation to supervision, it is the responsibility of the post holder to ensure compliance with the requirement. If you are in any doubt about the existence of such a requirement, speak to your Manager.

RISK MANAGEMENT

It is a standard element of the role and responsibility of all staff of the Trust that they fulfill a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

RECORDS MANAGEMENT

As an employee of the Trust, you are legally responsible for all records that you gather, create or use as part of your work within the Trust (including patient health, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and you have a legal duty of confidence to service users (even after an employee has left the Trust). You should consult your Manager if you have any doubt as to the correct management of records with which you work.

HEALTH AND SAFETY

All employees of the Trust have a statutory duty of care for their own personal safety and that of others who may be affected by their actions or omissions. Employees are required to cooperate with management to enable the Trust to meet its own legal duties and to report any hazardous situations or defective equipment.

CONFIDENTIALITY

All employees of the Trust are required to maintain the confidentiality of members of the public (patients, well women and service users etc.) and members of staff in accordance with

Cyfeirnod CAJE/Dyddiad:

Trust policies.

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	<p>NMC registered RMN/ RNLD</p> <p>Up to date working knowledge of the Mental Health Act (1983)</p> <p>Awareness of the Mental Health Wales Measure 2010.</p> <p>Knowledge of and application of Clinical Governance</p> <p>Evidence of continuing professional development</p> <p>Up to date knowledge and application of consent, data protection, patient confidentiality and risk management with health and safety issues</p> <p>Awareness of current offender health issues.</p> <p>Willingness to undertake any relevant training e.g. MAPPA or equivalent.</p> <p>Knowledge of Information, Technology and its application.</p>	<p>Evidence of further relevant professional development</p> <p>Leadership and management development training.</p> <p>Offender health experience.</p>	<p>Application form and Pre-employment checks</p> <p>Certificate</p> <p>Portfolio</p> <p>Evidence of registration with NMC</p> <p>Interview</p>
Experience	<p>Significant post registration experience at Band 5 or equivalent.</p> <p>Experiencing of assessing service users health and wellbeing, planning, delivery and evaluation in response to complex needs.</p> <p>Experience of proactive liaison in a multi-agency, multi-disciplinary health and wellbeing environment.</p> <p>Experience of managing and leading teams, with evidence of</p>	<p>Experience within relevant and varied clinical areas.</p> <p>Experience of working in offender health/ forensic or custodial environment.</p> <p>Experience of developing policies and protocols.</p>	<p>Application form and interview</p>

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	<p>managing change and/or difficult situations.</p> <p>Participation in research and audit activity.</p>		
Aptitude and Abilities	<p>Ability to work with service users in a non-judgemental manner.</p> <p>Excellent communication skills and able to demonstrate good de-escalation skills and feel confident enough to use these on a regular basis.</p> <p>Ability to recognise situations detrimental to health and wellbeing including understanding the psychological needs of service users.</p> <p>Ability to work both in a multi-disciplinary team and autonomously to maintain the highest standards in providing health and wellbeing.</p> <p>Ability to use own initiative and sound clinical judgement in complex situations and an awareness of when to seek advice.</p> <p>Participate in Clinical supervision and have the confidence to lead and develop more junior members of the team who have the potential for leadership.</p> <p>Evidence of good organisational skills, including the ability to work under pressure in regards to time management.</p> <p>Effective problem solver and a positive approach to innovative practice.</p>	<p>Research skills</p> <p>Audit skills</p> <p>Evidence of people management and leadership skills</p> <p>Advanced clinical skills</p> <p>Ability to formally and informally impart knowledge, skills to registered/ non-registered nurses and students, together with medical and other clinical staff</p>	<p>Professional Portfolio</p> <p>Interview</p>

	<p>Ability to reflect and critically appraise own performance.</p> <p>Produce documentation to a high standard.</p>		
Values	<p>Be a team player</p> <p>Be industrious, motivated and with flexible approach</p>		<p>Application Form</p> <p>Interview</p> <p>References</p>
Other	<p>Able to satisfy mandatory security clearance.</p> <p>Special requirements to perform the role e.g. ability to travel within geographical area if required.</p> <p>The environment consists of a series of separate areas and buildings, which you will need to access on a daily basis.</p>	<p>Act as a positive role model by influencing others and sharing skills and knowledge</p> <p>Ability to speak welsh</p> <p>Commitment to further self-development with appropriate training etc.</p>	<p>Application form and interview</p>