

Job Description

Post:	Education Mental Health Practitioner
Band:	Band 5
Location/Base:	MHST Various
Responsible to:	Line Manager
Main Contacts:	MHST Operational Manager, Team Members, Designated Lead for Mental Health in school, Clinical Supervisor Fortnightly, MHST Line Manager 4-6 weekly, CAMHS Colleagues; Voluntary Sector Organisations, Parents/Carers.

Job Summary

- Delivering Evidence-Based Interventions for children and young people, with mild to moderate mental health problems, in Education Settings.
- Helping children and young people within these settings who present with more severe problems to rapidly access more specialist services.
- Supporting and facilitating staff in Education Settings to identify, and where appropriate, manage issues related to mental health and wellbeing.
- Working with and within educational environments to afford better access to specialist mental health services.
- Working with low level risk and recognise higher level risk, escalating this appropriately to relevant services e.g., CAMHS /Child Care Services/MASH.
- The post holder will be developing policies and protocols with Mental Health Leads in school around Mental Health.

Main Duties and Responsibilities

Clinical

- Delivering outcome focused, Evidence-Based Interventions in Educational Settings for children and young people experiencing mild to moderate mental health difficulties.
- Developing 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.
- Developing and practicing Evidence-Based skills and working in partnership with children, young people, their families and educators in the development of treatment plans for the specific intervention and agreeing outcomes.
- Work in collaboration with children and young people and where appropriate parents/carers to formulate and develop agreed treatment plan.

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- Incorporate Participation and Inclusivity when delivering services which recognises and respects diversity.
- 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.
- Undertake accurate assessments of risk to self and others.
- Learn, understand, rationalise and adhere to the protocols within the Educational Setting to which the post holder is attached.
- Engage along with more senior staff in the signposting of referrals for children and young people with more complex needs to the relevant service.
- Gain and practice a range of interventions related to provision of information and support for evidence based psychological treatments.
- Practice, evidence, reflect on and demonstrate an ability to manage one's own caseload in conjunction with the requirements of the team.
- Attend multi-disciplinary and multi-agency meetings relating to referrals or children and young people in treatment, where appropriate, both for personal development, to benefit in discussion with supervisors, or to provide direct assistance.
- Keep coherent records of all clinical activity in line with health and education service protocols and use these records and outcome data to inform decision making.
- Complete all requirements relating to data collection.
- Show evidence of working within a collaborative approach, involving a range of relevant others when indicated. Specifically, work in collaboration with teachers and other educational staff, parents, children, young people and the wider community to enhance and broaden access to mental health services.
- Contribute to the development of individual or group clinical materials or training materials and go on to develop further such materials as falls within own degree of competence.
- To deliver interventions either on an individual basis or within a group format.
- To deliver Psychoeducation Workshops to Young People and School Based Staff.

Training & Supervision

- Attend regular clinical and managerial supervision as per trust guidelines.
- Prepare and present caseload information to supervisors within the service on an agreed and scheduled basis, to ensure safe practice and the governance obligations.
- Respond to and evidence the implementation of improved practice because of supervisor feedback.
- Engage in and respond to personal development supervision to improve competencies and practice.
- Disseminate research and service evaluation findings through case presentations and supervisory discussions.
- Participate in training and CPD for personal development and to enhance role.

Professional

- Ensure the maintenance of standards of own professional practice according to the post holder's employer. Ensure appropriate adherence to any new recommendations or guidelines set by the employer.
- Always maintain confidentiality.
- Ensure that any risks or issues related to the safety and wellbeing of anyone the postholder encounters during their professional duties are communicated and shared with appropriate parties in order to maintain individual safety and the public interest.
- Ensure clear objectives are identified, discussed and reviewed with supervisor and senior colleagues on a regular basis as part of Continuing Professional Development.
- Participate in individual performance review and respond to agreed objectives.
- The Post holder will be involved in receiving clinical, managerial and peer group supervision.
- Keep all records up to date in relation to Continuous Professional Development and the requirements of the post and ensure personal development plan maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.
- Attend relevant educational opportunities in line with identified professional objectives.
- Regular ongoing requirement of the role is to deliver training within Education Setting (Mental Health Lead/Teachers/Parents) on Psychoeducation around Mental Health, Worry/ Low Level Anxiety, Low Mood or other areas within the Low Intensity Framework.
- Open and honest communication is needed in this role to communicate with Young People, School Team, Parents, Clinical Supervisor, Line Manager, Colleagues, other relevant CYP services as needed.
- Ability to personally manage a sensitive, traumatic and potentially emotionally distressing caseload.
- Excellent time management and organisational skills.
- To contribute to Team Development through taking part in team meetings, team training and Away Days as needed.

This job description is not exhaustive, but is intended to give an overall picture of the role. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process

General Duties of all post holders

- To undertake any other reasonable duty, which is appropriate to the band, when requested by Senior Staff.

- To be familiar with and comply with all Trust and departmental policies, procedures, protocols and guidelines.
- To be aware of and work towards the Trusts strategic goals.

Standards of Business Conduct

- The post holder will be required to comply with the organisations standing order and standing financial instructions and at all times, deal honestly with the organisation with colleagues and all those who have dealing with the organisation including patients, relative and suppliers.
- The post holder must ensure that their behaviour and interests inside and outside work do not conflict with their Trust position, duties and/or responsibilities.
- The post holder must comply with and support the development of the performance standards within the service/department to ensure the service is responsive to and meets the needs of its customers.
- The post holder will be required to develop and maintain good working relationships with all patients, service users, staff, contractors and where appropriate, members of the public.
- The Trust aims to maintain the good will and confidence of its own staff, patients, service users, NHS contractors and the general public. To assist in achieving this objective it is essential that at all times, the post holder carries out their duties in a courteous, sympathetic and professional manner.
- All post holders who are members of a professional body must comply with standards of professional practice / conduct. It is the post holders' responsibilities to ensure they are both familiar with and adhere to these requirements and maintain their professional membership to the relevant body.

Equality and Diversity and Equal Opportunities

- The post holder must carry out all duties and responsibilities of the post in accordance with the Trust's Equal Opportunities and Equality and Diversity policies, avoiding unlawful discriminatory behaviour and actions when dealing with colleagues, service users, members of the public and all other stakeholders.
- The post holder must promote awareness of and respect for equality and diversity in accordance with Trust policies and procedures.
- The post holder is responsible for treating all staff, patients, service users, NHS contractors and the general public with dignity and respect at all times.

Safeguarding

- Appointments to regulated and controlled activities require an enhanced DBS disclosure.

- Pennine Care NHS Foundation Trust (PCFT) employees have a statutory duty to promote the welfare of children and young people and to protect adults; enabling them to live free from harm, abuse and neglect.
- Engagement with safeguarding training, in line with responsibilities, is mandatory for all PCFT employees. PCFT employees must familiarise themselves with policies and procedures and adhere to these.
- It is the responsibility of all staff to report safeguarding concerns and familiarise themselves with who to contact in order to do this or seek further guidance.

Professional and Personal Development

- The post holder must ensure that they are aware of their responsibilities by attending the Trust Mandatory Training and Induction Programme.
- The post holder will be involved in a formal appraisal and yearly conversations review with their manager at least every 12 months. Once performance / training objectives have been set, the staff member's progress will be reviewed on a regular basis, so that new objectives can be agreed and set, in order to maintain progress in the service delivery.
- The post holder will be expected to take responsibility for their own professional development and will be supported by the Trust to achieve development opportunities as appropriate.

Confidentiality and Information Governance

- Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to confidential documents and information relating to patients, service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the NHS unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence has been established.
- All information obtained or held during the post-holders period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.
- The post holder must maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date. The post holder must only access information, whether paper, electronic or in other media, which is authorised to them as part of their duties.
- The post holder must work to the requirements of data protection laws as applicable to the UK, which includes the General Data Protection Regulations (GDPR).

Health and Safety at Work

- The post holder is required to take reasonable care of the health and safety of themselves and other persons who may be affected by their acts or omissions at work and to co-operate with the Trust in adhering to statutory and departmental safety regulations.
- The post holder is responsible for ensuring that they do not intentionally or recklessly misuse or interfere with anything provided in the interests of health safety or welfare e.g. misuse of equipment.
- The post holder is required to contribute to the control of risk and must report immediately, using the Trust Incident reporting system, any incident, accident or near miss involving patients, service users, carers, staff, contractors or members of the public.
- All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy.

Infection Control

- Infection Prevention and Control is the responsibility of all Trust staff.
- All staff members have a responsibility to protect service users, visitors and employees against the risk of acquiring health care associated infections by consistently observing Trust Infection Prevention and Control Policies and procedures and best practice guidance in order to maintain high standards of Infection Prevention and Control.

Sustainability / Net Zero Carbon

Pennine Care are committed to sustainable development, social value and achieving the NHS Net Zero Carbon reduction targets. All employees must play their part and adhere to the principals in the Green Plan, this will ensure our services are efficient, sustainable and carbon emissions are reduced. As an employee you will be expected to conserve energy / water, minimise wastage in all formats, actively promote biodiversity and use sustainable transport whenever possible.

- **Energy:** Switch off non-essential electrical equipment / lighting when not in use. Report heating issues, building too hot / too cold to the Estates Team.
- **Water:** Do not leave taps running and report all drips, leaks, and condensation issues to the Estates Team.
- **Waste:** Follow the Trust waste policy – Reduce – Reuse – Recycle do not overorder equipment / medicines. Healthcare waste must be disposed of in line with the Trust's waste management policy.
- **Biodiversity:** Enhancing biodiversity has a wealth of positive outcomes for our colleagues, services users and the environment. Think of your site, can an area

be improved to have a quality green space, specific planting for habitat improvement or the installation of a couple of bird boxes? Contact the estate team for further details

- **Transport & Travel:** Where possible lift share, cycle, walk or use public transport