

## Job Description

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

<b>Job Title:</b>	<b>Clinical Lead</b>
<b>Band:</b>	7
<b>Network:</b>	Specialist Network
<b>Service:</b>	Children & Young People's Mental Health Services (CYPMHS)
<b>Base:</b>	TBC – Trust wide
<b>AfC Ref:</b>	
<b>Hours of work:</b>	37.5 hours per week – Monday - Friday

### Reporting Arrangements:

**Managerially accountable to:** Service Manager

**Professionally accountable to:** Associate Director

### Job Summary

The post holder will provide clinical leadership to staff across the CYPMH community services within the access hub. They will lead on the quality agenda and embed governance in conjunction with the Service and Team Leaders and within services to ensure that patient safety is paramount. The post holder will take a leadership role in the delivery of high quality service provision that promotes and improves the mental health and well-being of children and young people, their families and carers. The Clinical Lead will work as an autonomous practitioner to promote high standards of assessment (including risk assessment), diagnosis, treatment and highly specialist expert advice to young people and carers. They will carry a caseload and offer therapeutic interventions based on evidence based practice. They will support the Team Leader to develop and promote a holistic, supportive and patient centred service and will provide professional and clinical leadership within the Access Hub. They will assist the Service Manager to embed systems and processes to ensure staff within the Access Hub are clinically competent to undertake their role.

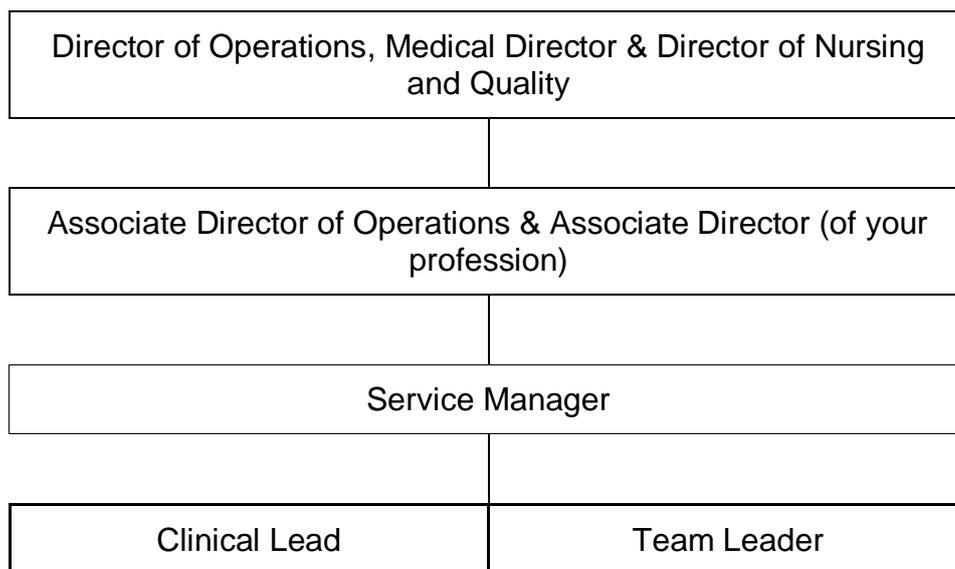
The Clinical Lead will have responsibility for supporting the Team Leader and Service Manager in the delivery of a high quality, efficient and effective services ensuring this is delivered to local and national targets/standards. The post holder will act as a positive role model, leading by example, mentoring and clinically supervising staff and providing opportunities for continuing professional development for all grades of staff.

The post holder will be required to support the Team Leader to provide evidence of effective service delivery through on-going monitoring and evaluation in line with key performance indicators. Partnership working is a key requirement to develop and deliver services that reflect changes in national and local strategy. The post holder will actively participate in the delivery of clinical objectives, quality improvements and meeting Care Quality Commission requirements and

regulatory standards. The post holder will actively contribute to the implementation of the safeguarding agenda within the service, in partnership with LSCFT safeguarding team.

A key role for the post holder will be in supporting the Service Manager in leading and implementing service developments in line with national and local drivers for service transformation.

**Organisational Chart for this Post**



**Service Description:**

CYPMHS and CYPs assess, diagnose and treat young people with emotional, psychological and mental health difficulties. We and a multi disciplinary team made up of child and adolescent psychiatrists, nurse, psychologists, social workers, occupation therapists, therapists, administrators, support workers and managers.

THRIVE is an integrated, person centred and needs led approach to delivering mental health services for children and young people and families. Within the THRIVE framework CYPMHS may sit within each quadrant from getting advice, getting help, getting more help and getting risk support.

**Principle Duties and Responsibilities:**

1. Possess the skills and wide range of clinical knowledge to work as an autonomous practitioner to undertake independent, direct consultation and advice around Children and Young People community mental health care.
2. To assume responsibility for management of a defined caseload using specialist knowledge and advanced clinical reasoning to undertake assessment, planning, implementation and evaluation of care programmes for children, young people and their families.
3. Have the ability to assess, plan care and provide advice around treatment for complex patients in this specialist field including rationale for decision making and evaluation of care

4. Assist the Service Manager in developing and promoting a holistic, supportive and patient centred service that facilitates education, acceptance and lifestyle changes, which promotes self-management, living well and aids recovery of individual mental health needs.
5. Support the Service Manager and Team Leader to ensure that systems are in place to share knowledge, expertise and examples of good practice and that staff are competent.
6. Contribute to the development of policies, procedures and protocols in relation to clinical intervention/practice within service delivery.
7. Promote partnership working to improve outcomes for patients and carers and assist the Team Leader to facilitate seamless transitions in care.
8. To assist and deputise where appropriate for the Access Hub Service Manager.
9. Support the Service Manager in promoting developments which lead to greater excellence in the service.
10. Support the access hub with quality improvement's for CYPMHS services.
11. Assist the Service Manager to ensure supervision and Care Quality Commission standards and regulations are embedded in practice.
12. Support access hub Service Manager to implement cost improvement plans for the service.
13. To support innovation and change within clinical practice in line with Trust requirements, and emerging national priorities and guidance. Contribute to discussions regarding future models of service delivery, implementing agreed changes and supporting innovation in line with Trust requirements, and emerging national priorities and guidance.
14. Be a role model for the service demonstrating a clear understanding of organisational goals and represent the beliefs and values of the organisation and ensure that all staff are able to contribute to the delivery of an effective high quality service.
15. To work as part of the access hub management team in leading the governance and quality improvement for the CYPMHS service.
16. To investigate matters of concern within the Access Hub in relation to professional practice, complaints and serious incidents, as directed by the Service Manager

### **Communication and Relationship Skills**

- To employ excellent communication skills (verbal, non-verbal, electronic and written communication) in order to establish and maintain professional relationships with colleagues (from a variety of agencies), team members including internal and external stakeholders.
- To establish and maintain effective communication both verbal and non-verbal with Children and Young People and their families / carers to maximise their involvement and understanding of their condition and participation in planned care.
- To communicate effectively to facilitate high levels of cooperation and coordination within the multidisciplinary team and multi-agency networks to assist the Clinical Leads and Service Manager in ensuring delivery of coordinated services.
- To lead working groups as directed by the Service Manager.
- To employ excellent communication skills in order to:
  - a) Facilitate an environment that fosters co-operative, co-ordinated, collaborative working within multi-disciplinary teams and multi-disciplinary networks, to ensure an integrated holistic approach to patient care.
  - b) Analyse and communicate complex information.
  - c) To lead any appropriate investigations and resolution of complaints as directed by the Service Manager and sustain a "lessons learned" culture.
- To use IT systems to facilitate improvements in patient care and efficient use of resources.

- To discuss with medical colleagues and other team members, problems or issues in regard to the management of patients, and to support colleagues in this process.
- To support the Team Leader in creating an environment in which team members accept responsibility and accountability for their actions and service development.
- Ensure the teams work in an integrated manner liaising, communicating and collaborating effectively with other teams throughout the organisation, wider health economy and external statutory and voluntary agencies as required to ensure a multi-agency, client centred model of service delivery.
- To participate in meetings as directed by the Service Manager or Clinical Leads to develop clinical and policy changes with regard to patients and service networks used to streamline care pathways, improve and inform practice.
- Ensure that there is an effective cascade and exchange of information for staff members clearly articulating to team members' expectations and service/team/organisation information.
- Ensure that all team members maintain contemporaneous clinical records in line with professional and Trust record keeping policy
- Establish communication links, and facilitate the timely dissemination of information from all relevant governmental departments, leading in the implementation of such policies and guidance where relevant for the service area, as directed by the Service Manager.
- Develop effective team working skills and abilities amongst team members
- Promote a professional culture of challenge and reflection encouraging critique and debate of current and evolving practice.
- Act as a professional resource for information, guidance and support within the Access Hub and provide a supportive environment to enable staff to access robust evidence from a wide range of sources.
- To assist the Team Leader in ensuring all team members are trained to identify and manage risk including Safeguarding concerns ensuring policies and procedures are adhered with appropriate education and support.
- Ensure all team members adhere to multi agency and Trust policies and guidance

### **Analytical and Judgmental Skills**

- To support the Service Manager in fostering a culture of clinical excellence whereby care is delivered in line with clinical guidelines and protocols and is based on the most up to date evidence.
- To monitor and evaluate the effectiveness of learning and development including mentorship and preceptorship.
- To inform the Service Manager of any unmet need or service deficiencies through the appropriate systems and processes.
- To assist the Service Manager to establish effective monitoring mechanisms to ensure the delivery of quality care against clinical guidelines and protocols
- Review quality and risk as directed by the Service Manager, developing systems of sharing and acting upon information within teams.
- Ensure practice is evaluated and measured through the use of outcome measures and audit to recommend changes to service delivery and or clinical practice demonstrating evidence based links, across the services.
- Maintain and update risk management processes and protocols within the Access Hub as appropriate.

### **Planning and Organisational Skills**

- To manage and prioritise workload to ensure deadlines are met and a high standard of service is provided.
- To support the Service Manager to evaluate care provided within teams and support to improve where required in terms of quality and efficiency to maximise cost effectiveness.
- Support the Service Manager to ensure optimum use of resources within the teams
- Support team members to/or provide first line response to patient complaints and incidents and accept delegated responsibility for investigation formulating action plans and sharing lessons learnt.
- To assist the Service Manager to ensure the service is delivered in line with all relevant legislation and statutory requirements as well as Trust policies, protocols and guidance.
- Lead on delegated projects as required and requested by the Service Manager.
- Alert the Service Manager to resource issues which affect learning, development and performance in promoting evidence-based care.
- Advise staff as necessary about their professional practice developments making recommendations for change based upon evidence derived from professional guidance, research and service user experience (e.g. NICE, NMC, HCPC, Social Work England and Department of Health Policy Guidance).
- Provide highly effective clinical leadership to your team within the Access Hub– ensuring that individuals have clear objectives as identified by the Service Manager
- Demonstrate the ability to function as a Leader. Have the skills necessary to deliver both theoretical and practical clinical training on topics related to the service. Acknowledge and support the roles and functions of other team members.

### **Patient/Client Care**

- To provide advice to non-specialists and other professionals in relation to specialist area of care.
- To assist staff to manage complex personal caseloads according to individual young persons needs, accessing supervision in line with organisational policy.
- Advise staff on developing and agreeing highly specialist treatment plans with the patient and or their representative, including referral on to other agencies.
- Support staff to implement highly specialist treatment and monitoring towards the agreed objectives, identifying and discussing with staff/patient/carer any difficulties with or change to the care plan.
- Advising regarding the management and care of the patient.
- Guiding staff on agreeing discharge with the patient and or their representative
- To support staff to adapt practice to meet individual patient circumstances with due regard for cultural and linguistic difficulties.
- To advise staff on how to engage and manage people with challenging behaviour, including employing appropriate strategies.
- Act as a resource for all staff, providing expert advice in complex situations.
- Support staff to be aware of implementation of practice and procedures that minimise healthcare acquired infections within the client/patient population
- To guide staff to ensure patients receive information and support in the management and treatment of their condition as per their individual care plan.

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

- To support the Service Manager in the development, implementation and evaluation of innovative, effective and efficient services that are responsive to the needs of the population and contribute to business growth in line with organisational values and direction.

- To comply with the policies and procedures of the organisation, the service and the service partners. To work within service guidelines, standards of practice and code of ethics as laid down by the registration and relevant professional body for clinical practice as required.
- To report any incidents, complaints and risks in the appropriate format and escalate when required. Complete any investigations as required by the Clinical Service Manager
- To monitor service delivery against CQC standards and service targets
- To work with the Service Manager to manage risks recorded on the business unit register
- Identify and critically appraise contemporary evidence, develop and promote best practice, ensuring strong professional leadership.
- Provide an expert role model for the delivery of clinical and professional practice that will enable innovative and creative practice development.
- Support the development, implementation and evaluation of innovative, effective and efficient services that are responsive to the needs of the population and contribute to business growth in line with organisational values and direction.
- Act as an ambassador and role model for the service and the organisation

### **Responsibilities for Leadership**

- To provide highly effective leadership to all staff and create an environment in which staff accept responsibility and accountability for their actions and service developments.
- To acknowledge and support the roles and functions of other team members and lead the modernisation of staff roles.
- To develop effective team working skills and abilities amongst team members to ensure staff work in an integrated manner liaising, communicating and collaborating effectively with each other and other teams throughout the organisation, wider health economy and external statutory and voluntary agencies as required to ensure a multi-agency, patient centred and holistic model of service delivery.
- Assist the Service Manager in leading clinical development programmes for staff within service teams in line with organisational policies and procedures to:
  - a) Recruit, select and induct staff.
  - b) Facilitate the development of qualified and non-qualified staff in line with the service and business unit priorities and goals.
- Assist the Service Manager in the development of strategies for professional development in keeping with staff competence appraisal, service developments and professional requirements.
- To promote health and well-being as appropriate within all patient and partnership activities
- Support the Team Managers in undertaking Annual Performance and Development reviews of team members within designated teams to identify individual training needs linked to service development and unit business plans.
- Participate in the supervision and the teaching of other health care professionals.
- Attend all mandatory training relevant for the post.
- Attend and actively participate in an annual personal development review and undertake relevant activities to meet the training and development objectives as identified in the performance review.

### **Clinical Knowledge and Expertise**

- To comply with the registration requirements of the relevant registration and professional body keeping up to date with developments within the profession and maintaining a professional portfolio.

- To actively participate in annual appraisal working towards objectives in line with service and business unit plans, highlighting training needs and undertaking (internal and external) as appropriate.
- To participate in national, local and regional networks to ensure sharing of best practices and the current evidence.
- To demonstrate detailed and highly specialist knowledge of clinical specialisms and current evidence based practice relevant to the post/service. To continually develop clinical and equipment knowledge and skills required for future service delivery including knowledge of and compliance with relevant legal frameworks and procedures e.g. CQC
- To reflect on own practice and that of peers.
- To undertake mandatory training as required by the service and the organisation.
- To actively participate in clinical supervision.
- To comply with the policies and procedures of the organisation, the service and the service partners. To work within service guidelines, standards of practice and code of ethics as laid down by the relevant registration and professional body.
- To assist the Service Manager in promoting an environment that strives for continual service improvement and demonstrate clinical effectiveness through:
  - a. Provision of a supportive environment that enables staff to access robust evidence from a wide range of sources.
  - b. The use of clinical standards, evidence based practice, outcome measures, critical appraisal and discussion of research findings.
  - c. Participation in mandatory audit, benchmarking, research, development of outcome measures and the evidence base for the professional/clinical area, development of outcome measures for clinical interventions
  - d. Sharing of best practice
  - e. Promotion of a professional culture of challenge and reflection encouraging critique and debate of current and evolving practice
- To lead research projects and contribute to the research of others by collecting data as required as directed by the Service Manager.
- To lead quality projects for the Access Hub as directed by the Service Manager.
- Contribute to the development of others through formal and informal education and training sessions, dissemination of audit and research findings
- To provide professional support, preceptorship/mentorship to develop service and role redesign and new ways of working.
- Monitor and evaluate the effectiveness of learning and development including mentorship and preceptorship for all staff, where appropriate.
- Provide education regarding the professional standards for the service and the implementation of new initiatives within the service and provide a learning environment based on trust values for all members of the teams.
- Advise staff regarding their choices and potential pathways for further professional development and support team members with their continued professional development requirements, following appraisal. Support staff to meet training and development goals and to implement effective development plans in response to under-performance where appropriate.
- Attend relevant conferences, courses, seminars and workshops that contribute to developing local practice through dissemination and review of service standards.
- Work collaboratively to identify and engage in areas of multidisciplinary / agency audit and research.
- Participate in research and clinical audit within own speciality and area of work.

**Restriction on Smoking**

The Trust is “Smokefree”. You may not smoke in Trust owned buildings or grounds except in the designated smoking zones.

**The Trust is committed to supporting staff in balancing their work and home lives and encourages staff to discuss their individual needs with their department in order to arrive at mutually satisfactory working arrangements.**

**This job description is a reflection of the current position and may change in emphasis or detail in light of service developments. It will be reviewed annually as part of the appraisal/performance development review process.**

**Person Specification**

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

Attributes	Essential	Desirable	Method of Assessment
<p><b>Education/Qualifications</b></p>	<p>Degree Level or equivalent qualification and/or relevant core professional qualification (NMC, Social Work England or HCPC registered)</p> <p>Information technology skills sufficient to the undertaking of the post.</p> <p>Compliance with regulatory bodies and codes of professional conduct with evidence of continuous CPD</p>	<p>Master’s Degree in relevant subject or equivalent knowledge and experience</p> <p>Non-Medical Prescribing Qualification</p> <p>Recognised Psychological Interventions Training, e.g. CBT, EMDR, CAT</p> <p>Quality Improvement Methodology Training, e.g. LEAN</p> <p>Recognised Management or Leadership Qualification</p> <p>Teaching or equivalent / demonstration of teaching.</p>	<p>Application Form and Interview</p>

<p><b>Knowledge</b></p>	<p>Knowledge of current key NHS developments and policies and implications for service delivery</p> <p>Demonstrable Knowledge and skills in evidence based needs led assessments, of highly complex and co-morbid presentations of children, young people, their families and carers or that are transferable to children and young people. .</p> <p>Advanced knowledge of Children &amp; Young People mental health conditions, evidence based therapeutic interventions and treatments relevant to the needs of this client group.</p> <p>Good knowledge of legislation, acts and developments relevant to the field of child related work.</p>	<p>Clinically appropriate qualification in supervision.</p>	
<p><b>Experience</b></p>	<p>Evidence of extensive professional clinical knowledge, skill and experience</p> <p>Experience of partnership working across a range of agencies and professional boundaries</p> <p>Experience of effectively working with service users and carers</p> <p>Experience of clinical /professional supervision in a children and young people’s mental healthcare setting.</p> <p>Experience working as an autonomous practitioner</p> <p>Proven positive role modelling</p> <p>Experience of developing, delivering and evaluating specialist care plans and risk management plans</p>	<p>Experience of Stakeholder Engagement</p> <p>Experience of standard setting participating and leading clinical audit within own area</p> <p>Experience in managing change processes at an operational level</p> <p>Expereince of working with young people who self harm and/ or present with complex mental health difficulties.</p>	<p>Application Form and Interview</p>

<p><b>Skills and Abilities</b></p>	<p>Highly developed clinical professional skills relevant to area of work</p> <p>Proven ability to influence service change</p> <p>Ability to ensure compliance with CQC requirements</p> <p>Proven ability to understand and manage clinical risks</p> <p>Effective leadership, organisational and people management skills</p> <p>Excellent motivational and team building skills</p> <p>Knowledge of local health and social care structures</p> <p>Evidence of good IT skills</p> <p>Excellent prioritisation and time management- ability to carry a complex and demanding workload</p> <p>Excellent communication skills particularly with young people and their families/ carers</p> <p>Ability to handle sensitive situations and manage conflict</p> <p>Evidence of analytical and problem solving skills</p> <p>Able to demonstrate resilience</p>	<p>Proven ability to implement and manage performance frameworks</p> <p>Good understanding of workforce development issues</p> <p>Proven ability to manage complaints and investigations</p>	<p>Application Form and Interview</p>
<p><b>Work Related Circumstances</b></p>	<p>Ability to work flexibly, including extended hours outside of 9 – 5 Monday - Friday and comply with travel requirements of post</p>		<p>Application Form and Interview</p>

**EFFORT FACTORS**

<p><b>PHYSICAL EFFORT</b> What physical effort is required for the job?</p>	<p>How often?</p>	<p>For how long?</p>	<p>What weight is involved?</p>	<p>Any mechanical aids?</p>

May require sitting for long periods	Daily	Intermittent	None	None
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Is the job holders expected to sit / stand in a restricted position?	How often?	For how long?	What activity is involved?
Yes	Every Shift	1 hour	Writing notes

<b>MENTAL EFFORT</b>		
Are there any duties requiring particular concentration? – Please detail.	How often?	For how long?
Has to be able to concentrate for long periods and analyse information/ participate in client related activities /planning activity/writing notes	Daily	1 hour
Are there any duties of an unpredictable nature? – Please detail.	How often?	For how long?
Working with people with acute mental illness who have not been fully assessed may result in unpredictable situations	Daily	6 hours

<b>EMOTIONAL EFFORT</b>		
Does the job involve dealing with any distressing or emotional circumstances? – Please detail.	Direct / Indirect exposure	How often?
Working with young people with acute illness and their families including potentially distressing situations relating to patient welfare. Can be distressing discussing self harm, suicide and abuse with young people.	Daily	6 hours
<b>WORKING CONDITIONS</b>		
Does the job involve exposure to unpleasant working conditions? – Please detail.	How often?	
Direct Contact with distressed patients	Daily	

## Our Values & Behaviours

The values and behaviours 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:

<b>Values</b>	<b>Behaviors we expect</b>
<b><i>We are always learning</i></b>	<ul style="list-style-type: none"> <li>✓ We seek our opportunities to learn so we are supported to reach our potential</li> <li>✓ We set high standards and are open to change and improvement</li> <li>✓ We value appraisals, supervision and learning opportunities</li> <li>✓ We speak up if we are concerned about safety and focus on opportunities to improve</li> </ul>
<b><i>We are respectful</i></b>	<ul style="list-style-type: none"> <li>✓ We are open and honest, ensuring people receive information in ways they can understand</li> <li>✓ We seek, value and support diverse perspectives, views and experiences</li> <li>✓ We put service users and carers at the heart of everything we do, proactively seeking feedback</li> <li>✓ We take pride in our work and take responsibility for our actions</li> </ul>
<b><i>We are kind</i></b>	<ul style="list-style-type: none"> <li>✓ We are approachable and show compassion</li> <li>✓ We actively listen to what people need and proactively offer our support</li> <li>✓ We pay attention to our own wellbeing and the wellbeing of others</li> <li>✓ We celebrate success and provide feedback that is sincere and genuine</li> </ul>
<b><i>We are a team</i></b>	<ul style="list-style-type: none"> <li>✓ We take personal and team accountability to deliver the highest standards of care</li> <li>✓ We work in active partnership with service users and carers</li> <li>✓ We actively build trusting relationships and take time to celebrate success</li> <li>✓ We work in collaboration with our partners to enable joined up care</li> </ul>

### **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.
- 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, Children and Young Peoples 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 Children and Young Peoples, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to Local Safeguarding

Children's Board, Local Safeguarding Children and Young People 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."
- The Trust places great importance on sustainable development, reducing their carbon footprint and maximising the positive social, economic and environmental outcomes of Trust actions and activities. As an employee it will be your responsibility to minimise your environmental impact, use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling / redistribution facilities, minimising travel and saving water when possible. If your role involves purchasing / ordering supplies you must consider the environmental / sustainable impacts and purchase optimal environmental / sustainable products / services.

#### 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.
- To uphold the Trust's commitment to health and wellbeing



**We are  
Kind**



**We are  
Respectful**



**We are  
Always  
Learning**



**We are a  
Team**