
JOB DESCRIPTION – Integrated Mental Health Team

**DATE :
December
2018**

JOB DETAILS:

JOB TITLE:	Senior Mental Health Nurse
BAND:	6 (Agenda for change)
HOURS:	37.5
DEPARTMENT:	Inclusion
LOCATION:	HMP
REPORTS TO:	Team Manager
ACCOUNTABLE TO:	Head of Inclusion
RESPONSIBLE FOR:	Provision of mental health interventions to Service Users within the prison establishment across wellbeing, primary and secondary mental health.

This will involve being responsible for managing their own caseload, including assessments, care planning, delivering interventions and reviewing care of patients located within the prison with a mental illness, within the framework of the multi-disciplinary team and Care Programme Approach.

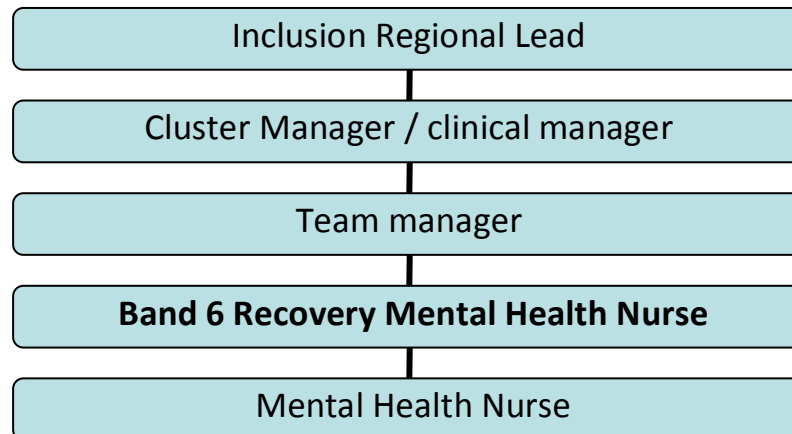
Post holders are expected to work as an integral member of the multi-disciplinary, multi-agency team to provide advice and support to primary health care based within the prison and to liaise with, and provide advice and support to statutory and non-statutory agencies.

To provide specialist mental health interventions to service users in the prison.

WORKING RELATIONSHIPS:

INTERNAL:	Administrators, Prison staff, prison healthcare , Administrator manager, Recovery workers, Medical staff, Volunteers, Recovery Champions / peer mentors, Team leaders, Team managers, cluster managers, clinical leads, Inclusion Managers
EXTERNAL:	GP's, Prisons, Probation, Police, Primary and Secondary healthcare services, Health and Non Health related professionals.

ORGANISATIONAL STRUCTURE:



KEY DUTIES AND RESPONSIBILITIES:

Clinical

- Responsible for the management of own caseload, this will include the assessment, monitoring and provision of specialist nursing interventions to individual prisoners with secondary mental health needs. In addition the post holder is responsible for arranging aftercare as required and ensuring care is co-ordinated with other services if necessary.
- To provide a range of interventions across the integrated offender health model this includes primary care and wellbeing interventions where appropriate. To support and liaise with substance misuse team, primary care team and to deliver wellbeing interventions.
- Act upon referrals from Prison based Primary Care staff, and external teams. Referrals are allocated through the weekly team meeting. The post holder will provide assessment, implementation and development of care programmes for individuals on their caseload.
- To be aware of policies relating to vulnerable adults and mental capacity and to be able to work within this framework.
- To be able to work within the Mental Health Act 1983 with a robust knowledge of how it is deployed within the criminal justice service
- Be familiar with and ensure implementation of all local, regional and national policies, procedures and guidelines pertinent to all staff within area of responsibility and comply with their contents in the pursuit of the highest standards of patient care.
- To ensure confidentiality is maintained at all times including all dissemination of information and records.

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- Be familiar with and comply with all Mental Health, Community Care and Child protection legislation.
 - To be aware and understand the relevant legislation applicable to the care of prisoners.
 - Develop and maintain good relationships with service users, relatives and fellow health, social, welfare professionals and other statutory or non-statutory agencies that are involved in care delivery to affect the highest standards attainable in good Mental Health care.
 - Ensure that patient and staff welfare is maintained through adherence to agreed Health and Safety policies.
 - To provide a nursing service to prisoners taking account of cultural, racial and religious beliefs.
 - Provide care based on evidence-linked interventions.
 - Ensure that clinical supervision of professional practice is undertaken and caseload supervision is carried out with team leader.
 - Initiate and develop new ideas to provide patient care and provide advice relating to changing prison based Mental Health care and the Community Care model.
 - Practice in line with the National Service Framework value base.
 - To record all information re patient care, adhering to NMC guidelines for documentation and record keeping.
 - To adhere to the principles of clinical governance.
 - Manage caseload, ensuring that care is co-ordinated appropriately with other Mental Health services to maintain smooth facilitation of care on individuals release from prison. Working therefore within the Care Programme Approach Framework.
 - Line management of Band 5 nurse where appropriate.
 - Support the facilitation of group work where appropriate

Liaison

- Liaise with professional and voluntary agencies to provide appropriate Specialist Mental Health advice for Prisoners with Mental Health problems and attend and contribute to appropriate multi-disciplinary team meetings and case reviews.
- To develop and sustain links with multi-disciplinary services including statutory and non statutory providers
- To develop a network of contacts with relevant agencies to promote service accessibility for the client group.
- To attend relevant meeting to represent Inclusion and the team when required.

Professional

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- To keep up to date records and information for the purpose of internal and external evaluation.
 - Responsible for own professional development and participate in continuing education and health promotion programmes.
 - To provide information and statistics consistent with requirements.
 - To prepare and present reports when required to do so.
 - Responsible for participation in the trust appraisal process, identifying own/others mandatory professional, supervisory, personal development and training needs. To demonstrate compliance with Inclusion mandatory training.
 - Ensure that clinical supervision of professional practice is undertaken and caseload supervision is carried out with team leader.
 - To participate and contribute appropriately in research, service modernisation, clinical governance and the NHS operating framework.
 - To ensure that the agreed philosophy approach is adopted and followed whilst respecting and valuing the different therapeutic approaches available.
 - Responsible of ensuring confidentiality is maintained at all times in accordance with the Data protection act, trust policy and good practice.
 - Responsible for maintaining and conducting oneself in a professional manner towards service users, carers, colleagues and other agencies.
 - To practice within the NMC code of professional conduct and ensure that registration is maintained and to comply with NMC Revalidation.
 - Responsible for ensuring record keeping is maintained adhering to NMC guidelines and trust guidelines.

Education:

- Contribute to the provision of formal and informal training of pre/post registration students, staff members, carers and service users
- Co-operate with nurse teaching establishments in ensuring a realistic learning experience for student nurses and be responsible for promoting the role of the integrated offender mental health and substance misuse team to other health and non-health professionals such as medical students, prison health staff, probation and prison Officers.
- Participate in the setting of clinical standards and development of systems that offer effective evaluation of the service
- Contribute to providing formal and informal training on mental health awareness to statutory and non-statutory services.
- Responsible for the provision of staff induction, mentorship and clinical supervision to professional colleagues as appropriate.

Organisational:

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- The post holder is responsible for ensuring that they contribute and work towards the service/organisational aims and objectives.
 - The post holder as an individual is required to understand their responsibility for respecting and promoting issues of equality diversity and rights in accordance with good practice and legislation.
 - Responsible for reading, understanding and complying with all relevant trust and statutory policies and procedures including the specific responsibilities related to infection control.
 - Responsibility of ensuring all required data and information is maintained as per Trust guidelines and policies

COMMUNICATION:

- The post holder is responsible for ensuring accurate and timely written and electronic records are kept which comply with the Trust policy and Professional guidance, reporting on any issues as appropriate.
- The post holder is responsible for ensuring they comply with current good practice in informing/updating all members of the multi-disciplinary team, their colleagues, service users and appropriate others of changes involving current care plans, progress, mental state and psychosocial factors in line with best practice.
- The post holder is responsible for ensuring that they clearly communicate with service users and carers, actively listen to establish an understanding of the needs of the service user and their carers.
- The post holder will develop and maintain good communications and working partnerships with the service user, relatives, primary care staff, other health, prison, police and statutory and non-statutory agencies, involved in care provision. In order that an effective service can be provided for the service user within the prison system.

MANAGERIAL.

- Responsible for the effective utilisation of clinical resources to ensure adequate clinical care is provided with a requirement that all incidents, which may compromise care, are reported immediately to a senior manager, and clinicians involved in their care as appropriate.
- To make decisions and work within a framework commensurate with their level of knowledge and competence and to act accordingly within their sphere of responsibility.
- Line management of staff where appropriate
- Responsible for ensuring that appropriate safeguards and practices are adopted when working autonomously with clients independently.

SYSTEMS AND EQUIPMENT

- To contribute to the development of systems and interventions as and when required.
- To familiarise and use I.T. equipment as provided by Inclusion and to include ILLY (or any other introduced) and accurately record all required information.

DECISIONS AND JUDGEMENTS

- To make decisions based on effective communication and risk management. To seek management advice where appropriate
- To identify training needs and utilise supervision effectively.
- To be aware of boundaries at all times.
- To be responsible for identifying individual training needs and keep abreast of new trends

COMMUNICATION AND RELATIONSHIPS

- To effectively communicate and work collaboratively with a range of people including service

PHYSICAL DEMANDS OF THE JOB

- To use IT equipment on a daily basis.
- To attend training and meetings in different geographical areas from the service
- To work across the cluster when required to do so
- To work flexible hours in line with service needs (i.e. evening and weekend as part of a rota system).

MOST CHALLENGING / DIFFICULT PART OF THE JOB

- To be responsible for your own security and safety and be fully compliant with trust policies.
- Exposure to incidents of self harm and self injury
- Working in a hostile environment and at times be the witness to violent and aggressive behaviour
- Managing own caseload autonomously while working within the prison environment has challenges that are unique to each of the prisons.

JOB STATEMENT:

Infection Control
Maintain an up to date awareness of the infection control precautions relevant to your area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precautions and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance, such as that published by NICE.
Learning and Development
As an employee of the Trust, you have a responsibility to participate, promote and support others in undertaking learning and development activities. This includes a proactive approach to ensuring you meet the statutory/mandatory training requirements of your role, and engaging in KSF appraisal processes in line with Trust policy and guidance.
Health and Safety
As an employee of the trust you have a responsibility to abide by the safety practices and codes authorised by the trust. You have an equal responsibility with management, for maintaining safe

working practices for the health and safety of yourself and others.
Constitution, Competence and Capability
As an employee of the Trust you have a responsibility to promote and abide by the rights and responsibilities outlined in the NHS Constitution. You are additionally expected to adhere to Organisational/National/Regulatory Codes of Practice relevant to the role you are employed to undertake. At all times it is expected that you will limit the scope of your practice to your acquired level of competence and capability.
Dignity at Work Statement
South Staffordshire and Shropshire Healthcare NHS Foundation Trust are committed to treating all of our staff with dignity and respect. You are responsible for behaving in a way that is consistent with the aims of our Equality and Diversity Policy. This includes not discriminating unfairly in any area of your work and not harassing or otherwise intimidating other members of staff.
Safeguarding Children and Vulnerable Adults
All Trust employees are required to act in such a way that at all times safeguards (and promotes) the health and well being of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training.

PERSON SPECIFICATION

JOB TITLE: Senior Mental health Nurse	
DEPARTMENT Inclusion :	BAND: 6 (agenda for change)

*Assessed by: A = Application I = Interview R = References T = Testing

ESSENTIAL CRITERIA	*	DESIRABLE CRITERIA	*
QUALIFICATIONS & TRAINING			
Registered Nurse with the Nursing and Midwifery Council Register	A	Relevant training / Qualification in associated field	A
Evidence of recent CPD and compliance with NMC revalidation	A/I	<ul style="list-style-type: none"> • CBT • Motivational Interviewing 	A
Teaching Certificate including annual update (ENB 603) or related mentoring / coaching qualification	A/I	<ul style="list-style-type: none"> • Brief solution focussed therapy • Mapping techniques (ITEP/BTEI) 	
		First Line management training or equivalent.	
EXPERIENCE			
Considerable experience of working in the mental health field	A	Experience of developing and Delivering group work.	A/I
Experience of providing specialist interventions for those with mental health problems, counselling techniques, CBT, motivational interviewing	A/I	A commitment to and understanding of harm reduction & recovery approaches to working with drug users.	A/I
Providing supervision and line management of staff.	A/I		
Evidence of good nursing practice	A/L		
Excellent communication skills and a willingness to promote service user involvement.	A/I		
Ability to hold a complex caseload of			

clients presenting with a different range of needs.	A/I		
Counselling skills, case management experience & the ability to work under pressure.	A/I		
Good presentation skills both written and oral including the ability to produce & present reports.	A/I		
SKILLS, KNOWLEDGE & ABILITIES			
Ability to work effectively as a member of a team.	A/I	Knowledge of criminal justice field	A/I
Ability to work effectively as a member of a team.	A/I		
Understanding of equal opportunities	A/I		
Awareness of personal and professional responsibilities in regard to child protection and can demonstrate an understanding of safeguarding procedures and practice guidelines.	I		
Ability to prioritise	A/I		
Ability to work collaboratively with other professionals.	A/I		
Good interpersonal skills and communication skills	A/I		
Ability to work under pressure	A/I		
Some degree of flexibility in working hours	A/I		
Good IT skills	A/I		
The ability and willingness to work some evenings and weekends.	A/I		
Ability to liaise and build links with relevant statutory and non-statutory agencies.	A/I		

Ability to collect, interpret and keep statistical data & produce well written reports.	A/I		
Demonstrate an understanding of a patients physical health needs and be able to carry out blood pressure checks, infections control checks and ensure the service is in line with COSHH standards.	A/I		
	A/I		
PERSONAL ATTRIBUTES			
Commitment to work within the framework of the recovery agenda	A/I		
Reliable and punctual	A/R		

JOB HOLDER	SIGNATURE
	DATE
MANAGER	SIGNATURE
	DATE