

Job Description

Job Title	Senior Staff Nurse
Salary Band	Band 6
Division/Service Line	Children's Services
Department	Child and Adolescent Mental Health Service (CAMHS) Inpatient Unit

Job Overview

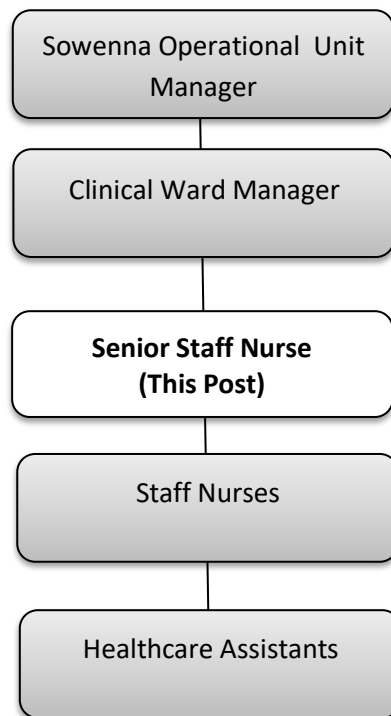
This post is primarily focussed upon working within the CAMHS adolescent in-patient unit, but will also involve working closely with the Cornwall and Isles of Scilly community CAMHS team, including working with young people who are attending the day-patient facility, to ensure a seamless whole service approach. The role of Senior Staff Nurse involves working a rotational shift pattern, including day and night shifts, weekends and bank holidays as required.

The Senior Staff Nurse will regularly take on the role of shift clinical and operational supervisor, often as the senior nurse on duty (and will regularly deputise for the in-patient Ward Manager) and will plan, monitor and oversee the work of the multidisciplinary team to ensure the delivery of the highest quality of care for the young people who have been admitted to the adolescent in-patient unit and their families.

The post holder will be the named Care Coordinator for the care to a group of young people who have been admitted to the in-patient unit. The post holder will take an active part in the therapeutic programme, facilitating groups and individual work as necessary whilst carrying out nursing procedures to a standard that ensures safe and effective care, and complies with The Nursing and Midwifery Councils Code of Professional Conduct.

The Senior Staff Nurse must be a good team worker and have the ability to motivate members of the team as well as acting as a positive role model for staff and be able to lead in areas of clinical excellence and the maintenance of best practice.

Organisational Chart



Duties and Responsibilities

Communication and Working Relationships

- Clients and their carers
- Senior Manager/Professional Lead for Inpatient & Community CAMHS
- CAMHS Nurse Consultant
- Matron
- Ward Manager
- Inpatient unit Consultant Child and Adolescent Psychiatrists and specialist doctors
- Inpatient unit multidisciplinary team (health care, social care and education)
- Community CAMHS clinical staff
- Cornwall Partnership NHS Foundation Trusts's Mental Health Services
- NHS Provider Organisations (e.g. RCHT and General Practitioners)
- NHS commissioner organisations
- Clinical staff in other health trusts and service providers
- All other statutory agencies when appropriate (e.g. Social Services and Education)
- All voluntary and non-statutory agencies when appropriate

Management and Personal Development

- To adhere to, be guided by, and facilitate the objectives of the Trust's Nursing Strategy, policies and guidelines
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- To take responsibility as shift clinical and operational supervisor for the running of the in-patient unit, including supervising and directing the care delivered by more junior registered and non-registered staff, maintaining a safe and effective clinical environment where all interactions with young people and their families convey a sense of care, promote dignity and enhance therapeutic relationships
- To receive regular management and clinical supervision from an appropriate source
- To provide clinical and operational supervision to staff
- The Senior Staff Nurse will be the named Care Coordinator for a group of young people in the in-patient CAMHS setting
- To lead and participate in service evaluations, research and audit activities, and to contribute to implementation of service modernisation and improvement projects
- To be a mentor to student nurses and preceptor nurses
- To account for one's own professional practice in accordance with the NMC Code of Professional Conduct, and to maintain requirements for regular re-registration
- To identify areas for personal development to improve and enhance knowledge and skills
- To provide and accept emotional support from colleagues as appropriate
- To have an awareness of own limitations and have a willingness to seek assistance when required

Clinical Activities

- To be able to communicate kindly and calmly using verbal and non-verbal communication with clients and their families who may be very distressed or suffering from a mental disorder, and to support and advise other staff in implementing and maintaining this high standard
- To communicate complex information to young people and their families which may be challenged or contested by the received when skills of negotiation, conflict resolutions and persuasion will need to be exercised
- To complete, co-ordinate and oversee the assessment and formulation of the mental health needs of young people with significant mental health problems, and contribute to the treatment planning and intervention process. This may take place in emergency situations, or where a high level of clinical risk management is required
- To plan, implement and oversee clinical care that meets the physical, spiritual, psychological and social needs of the service user, and that is sensitive to age, culture, race, gender, ethnicity, social class, sexuality and disability
- To expertly manage, and oversee the response to, incidents of challenging behaviour by employing de-escalation techniques, or by implementing the least restrictive intervention required to maintain the safety of the young person or others, in accordance with CFT policy, procedures and training
- To complete risk management assessments, planning and intervention for young people who are at risk of self-harm or suicide
- To provide individual, group, family or parenting therapeutic interventions, and to oversee and supervise other staff who are delivering these interventions
- To assess and contribute to safeguarding children who are at risk or a child in need of protection, and to actively seek supervision or guidance from senior staff or safeguarding lead, when safeguarding concerns or suspicions are identified
- Maintain and develop the specialist nursing knowledge and competencies required for this post through active participation in internal and external continued personal development training and development programmes, in consultation with the post holders professional and service manager(s)

- To maintain, organise and prioritise an individual caseload of young people as Care Coordinator in accordance with the individual and team job plans
- To safely administer medication and have a knowledge of contraindications and side effects, and to provide accurate information to service users in a format they are able to understand
- To work within all CFT policies, procedures and guidelines
- To ensure that clinical interventions are delivered according to the best available evidence
- To supervise, oversee and implement the comprehensive admission and discharge planning of clients alongside the multi-disciplinary team
- To demonstrate anti-discriminatory practice in all aspects of work
- To work as required with other in-patient providers to ensure seamless and planned transfers of care
- To administer, interpret and act upon standardised and bespoke mental health assessment tools and Routine Outcome Measures, including patient experience questionnaires
- To be able to communicate both verbally and in written form, clear concise information regarding mental health assessment outcomes and treatment plans
- To represent the service as appropriate at meetings and to liaise with other agencies
- To work shifts, often as the senior nurse on duty, over a 24 hour period, including day and night shifts
- To participate in weekend, bank holiday and out-of-hours on-call as required
- To work within the In-patient unit, and also other community bases within Cornwall as required
- Any other duties commensurate with the post holder's grade as agreed with their line manager

Strategic Development, Planning and Organising

- To maintain and facilitate the dissemination of up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health
- To undertake or contribute to appropriate research or audit activity
- To advise and deputise for the Unit Manager when required

Administrative

- To ensure that all recording and reporting of client contact is accurate, up to date and of good quality and within CAMHS & NMC requirement standards of record keeping, and to support others in achieving this
- To oversee and supervise junior staff to ensure the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice and Trust policies and procedures
- To maintain the safe storage and confidentiality of client notes and records at all times

IT Systems and Processes

- To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice and Trust policies and procedures

Additional Information

Code of Conduct

The post holder is required to comply with all relevant Code of Conducts for the role, including the Trusts Code of Conduct. All staff are required to support the Trust's commitment to developing and delivering excellent customer service by treating patients their carers, families, friends, visitors and staff with professionalism, dignity and respect. All staff are expected to behave in a professional manner and not to bring the Trust into disrepute.

Confidentiality and Data Protection Act

All NHS employees have a duty to maintain confidentiality under both common law and the Data Protection Act 2018. Service users and staff have a right to expect that any information, whether personal or commercial, held by the Trust will be treated in a confidential manner. All employees of Cornwall Partnership NHS Foundation Trust must not, without prior permission, disclose any information regarding patients or staff.

Safeguarding Children and Vulnerable Adults

All employees of Cornwall Partnership NHS Foundation Trust must be familiar with and adhere to the Trust's safeguarding policies and procedures.

Personal Development

All employees are required to undertake statutory and essential training as directed by the Trust. This will be monitored through the supervision and appraisal process which is in place for all staff to participate in.

Risk Management and Health and Safety

All employees of Cornwall Partnership NHS Foundation Trust are required to make positive efforts to maintain their own personal safety and that of others. You are reminded of your responsibilities for health and safety at work under the Health and Safety At Work Act 1974 as amended and associated legislation. These include the duty to take reasonable care for the health and safety of yourself and of others in your work activities or omissions, and to co-operate with your employer in the discharge of its statutory duties. It is also essential that precautions advised by Management, Occupational Health, Risk & Safety Services, etc. are adhered to for your own protection.

Infection Prevention and Control

All staff, collectively and individually, has a duty of care in following best practice in adherence to guidelines which is a fundamental requirement in underpinning the management of infection control.

Location/Mobility

In accordance with the Trust's requirements, all staff are required to undertake work and alternative duties as reasonably directed at variable locations in the event of, and for the duration of a significant internal incident, major incident or pandemic. You may be required to work at or from any additional location as determined by the Trust. You may also be required to travel between Trust premises for the performance of your duties.

Equal Opportunities

The aim of the Trust's policy is to ensure that no job applicant or employee is discriminated against either directly or indirectly on the grounds of race, creed, sex, marital status, disability, age, nationality, ethnic or national origins. The Trust commits itself to promote equal opportunities and will keep under

review its policies, procedures and practices, to ensure that all users and providers of its services are treated according to their needs.

Review of the Job Description

This job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances, in discussion with the post holder. This role profile is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.

Rehabilitation of Offenders Act

The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 is applicable to this post. Therefore should you be offered the post it will be subject to a Disclosure & Barring Service check satisfactory to the Trust. You will therefore be required to declare all criminal convictions, cautions, reprimands and warnings that would not be filtered in line with current guidance

The Trust operates a no smoking policy. Employees are not permitted to smoke anywhere in the premises of the Trust or when outside on official business. Staff must be mindful of public perception and therefore must not smoke whilst travelling in Trust identified vehicles or when can be identified as a member of CFT staff.

Person Specification

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Salary Band	Band 6
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Department	Child and Adolescent Mental Health Service (CAMHS) Inpatient Unit

Role Requirement	Essential	Desirable
<i>Education, Qualifications and Relevant Experience</i>		
Current professional registration – NMC	✓	
Professional qualification relevant to post	✓	
Post graduate specialist training to degree level in relevant subject area	✓	
Mentoring qualification or being willing to work towards this qualification	✓	
Sign-off mentor qualification or being willing to work towards this	✓	
Current experience of working in an inpatient environment post qualification	✓	
Experience of working with patients with complex and challenging needs	✓	
Knowledge of recovery and rehabilitation principles	✓	
Working knowledge & experience of the mental health act and other legislation	✓	
Experience in managing a team/service	✓	
<i>Skills and Aptitude</i>		
Caring attitude and ability to develop therapeutic relationships with young people and their families	✓	
Excellent skills in assessment, care planning and therapeutic intervention with young people who are experiencing severe mental health problems and their families	✓	
Excellent listening skills and ability to develop empathy with young people who are experiencing severe mental health problems and their families	✓	

Ability to manage young people who may be displaying high emotion, distress or challenging behaviour in a calm, caring and planned way according to Trust policies and best professional practice	✓	
Excellent knowledge of the needs of children, adolescents and families with behavioural, relationship and emotional problems	✓	
Excellent written, verbal and non-verbal communication skills	✓	
A willingness and ability to supervise and train other professionals as and when appropriate	✓	
Ability to impart highly sensitive information in a manner appropriate to the recipient	✓	
Excellent interpersonal skills	✓	
Ability to develop highly effective working relationships with colleagues and others	✓	
Excellent problem solving abilities	✓	
Ability to prioritize work and make autonomous decisions when appropriate	✓	
Skilled in the use of information technology	✓	
<i>Knowledge and abilities</i>		
Experience and knowledge of working with children and/or adolescents with mental health problems and their families	✓	
Experience of working in an inpatient adolescent mental health setting		✓
Excellent knowledge of current policy, legislation and guidance (including evidence base) relevant to the provision of children's in-patient services and therapy	✓	
Experience of working in a multi-disciplinary clinical team	✓	
Knowledge of child development	✓	
<i>Other</i>		
Demonstrates evidence of Trust "CARE" values	✓	
Ability to travel independently where required	✓	
Flexibility to cover other bases when required	✓	
Disclosure and Barring Service check satisfactory to the Trust	✓	
Occupational health clearance satisfactory to the Trust	✓	
This role may be deemed as an Information Asset Owner in line with the Trust Information Risk Policy		