

JOB DESCRIPTION

JOB DETAILS:

Job Title:	Mental Health Practitioner
Band:	Band 6
Directorate:	Community Mental Health Service/Learning Disabilities
Department:	Community Mental Health Team
Base:	VARIOUS
Responsible for:	Assessment, formulation and development of treatment plans of persons within PCN with a mental health need
Responsible to:	Senior Mental Health Practitioner/Senior GP Liaison Nurse.

Job Purpose:

To guide assessment, formulation and treatment planning for people with mental health problems, this will include developing formulations for patients, and to assist other practitioners in primary and secondary care including voluntary sector workers to develop formulations as appropriate in relation to their caseload.

To act as lead professional for a caseload of people with mental health difficulties and developing their care plan, coordinating and reviewing their care and treatment outlined in the plan, at times offering direct individual and group interventions to these and other patients where appropriate.

To promote best practice in positive risk management amongst teams working with this patient group.

To provide liaison into Primary and Secondary Care services, building relationships with GPs and other health professionals.

To undertake assessments of people with complex needs and comorbidities associated with older age, working alongside relevant professionals, to identify needs and treatment plans.

To participate in wider multidisciplinary working across primary and secondary care services.

To promote health through provision of health education, information and advice.

Ensure that carers' needs are assessed, and appropriate intervention or onward referral is provided depending on need.

To work collaboratively and flexibly with the multi-professional teams within Neighbourhoods to co-ordinate a coherent approach towards a mild to severe mental illness, actively promoting continuity of care and approach between services and to co-ordinate working practices.

To participate actively in team meetings, PCN MDT's and other forums as appropriate in order to secure best possible clinical outcomes.

To ensure that there is adherence to local policies and practice.

To be actively aware of current & new legislation and government guidance which impacts on everyday mental health practice.

To take all necessary action to safeguard one's own safety and well being whilst visiting patients in community facilities.

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Duties and Responsibilities

Communication and Key Working Relationships

To liaise with other disciplines and agencies, as appropriate, to ensure best practice is shared.

To communicate information to a range of people and professionals with a wide range of levels of understanding. Identifying barriers to understanding and using creative methods to overcome them.

Planning and Organisation

To develop therapeutic relationships in which people using services are empowered and enabled to make informed choices about their health and healthcare.

Analytics

Carries out specialist treatment which will include analysing complex facts requiring interpretation of comparison of a range of options.

Responsibility for Patient / Client Care, Treatment & Therapy

To develop therapeutic relationships in which people using services are empowered and enabled to make informed choices about their health and healthcare.

Policy, Service, Research & Development Responsibility

To undertake research in topic areas relevant to the work of the service as agreed and appropriate.

To support and facilitate R&D activities as required.

To work with the line management team and PCN colleagues in developing and implementing this service.

To act as a Trust representative and to develop and maintain links with other professionals and other agencies.

To develop and maintain one's own clinical skills and expertise in the area of assessment, approaches to, and treatment of people with a mild to severe mental illness and to be reflective and responsive to meaningful service user and carer involvement

Responsibility for Finance, Equipment & Other Resources

Post holder is responsible for the security of confidential information and equipment in base.

Post holder is responsible for the security of confidential information and equipment provided to individual to aid flexible working.

Responsibility for Supervision, Leadership & Management

To provide clinical supervision to junior staff members, through monthly supervision and annual appraisal.

Constructive use of own supervision sessions, engagement in reflective practice, commitment to continuously develop self-awareness and work appropriately within

professional boundaries.

To receive regular management supervision in accordance with the Trust's Staff Development and Review Policy.

To receive an annual appraisal and associated personal development plan.

Any Other Specific Tasks Required

To contribute to the promotion of primary care link/liaison work through written and oral means to stakeholders inside and outside of the Trust.

To maintain up-to-date knowledge of legislation, national and local policies and procedures in relation to Mental Health and Primary Care Services.

All employees have a duty and responsibility for their own health and safety and the health of safety of colleagues, patients and the general public.

All employees have a responsibility and a legal obligation to ensure that information processed for both patients and staff is kept accurate, confidential, secure and in line with the Data Protection Act (1998) and Security and Confidentiality Policies.

It is the responsibility of all staff that they do not abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the post holder in light of service development.

Review of this Job Description

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of changing service needs. This job description is to be reviewed in conjunction with the post holder on an annual basis.

General Information

At all times promote and maintain the safety of children by working according to the Trust's Child Protection Policy and supporting guidance. Being pro-active and responsive to child protection concerns by early reporting, recording and referral of issues according to Trust arrangements. Attending child protection training that is appropriate to your role.

Confidentiality

The post holder will maintain appropriate confidentiality of information relating to commercially sensitive matters in regard to Trust business, and also to personal information relating to members of staff and patients. The post holder will be expected to comply with all aspects of the Data Protection Act (1998), the Staff Code of Confidentiality and the IT Security and Acceptable Use Policy.

Equality & Diversity

Somerset NHS Foundation Trust is committed to achieving equality of opportunity for all staff and for those who access services. You must work in accordance with equal opportunity policies/procedures and promote the equality and diversity agenda of the Trust.

Safeguarding

All employees have a duty for safeguarding and promoting the welfare of children and vulnerable adults. Staff must be aware of the Trust's procedure for raising concerns about the welfare of anyone with whom they have contact.

Risk Management / Health and Safety

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act 1974, ensure that agreed safety procedures are carried out and maintain a safe environment for employees, patients and visitors.

Records Management

The post holder has responsibility for the timely and accurate creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and any other relevant statutory requirements.

Clinical Governance

The post holder will be expected to participate in clinical governance activities to assist the Trust to provide high quality services.

Prevention and Control of Healthcare Associated Infection

The post holder is expected to comply with Trust Infection Control Policies and conduct themselves at all times in such a manner as to minimise the risk of healthcare associated infection.

Smoking

The Trust operates a 'non-smoking' policy. Employees are not permitted to smoke anywhere within the premises of the Trust or when outside on official business.

Policies & Procedures

Trust employees are expected to follow Trust policies, procedures and guidance as well as professional standards and guidelines. Copies of Trust policies can be accessed via the staff intranet or external website or via your manager.

Sustainability Clause

Somerset NHS Foundation Trust is committed to creating a sustainable business. Staff employed by the Trust, are required to think about their actions in the course of their work and make positive steps to reducing, reusing and recycling wherever and whenever possible.

Person Specification

This is a specification of the Qualifications, Skills, Experience, Knowledge, Personal Attributes and Other Requirements which are required to effectively carry out the duties and responsibilities of the post (as outlined in the Job Description).

Requirement	Essential / Desirable	How Assessed
<p><u>BEHAVIOURS ALIGNED WITH TRUST VALUES</u></p> <ul style="list-style-type: none"> • Outstanding care • Listening and leading • Working together 	E E E	Interview & Application form
<p><u>QUALIFICATIONS & TRAINING</u></p> <p>Registered Nurse/Allied Health Professional</p> <p>Commitment to Continuing Professional Development in the field of mental health.</p>	E E	Application form
<p><u>KNOWLEDGE</u></p> <p>Expertise within all age mental health, including use of relevant assessments.</p> <p>Understanding of comorbidities that may affect older age and mental health.</p> <p>Working knowledge of the make up of the wider health and social care community including statutory and non-statutory services and direct experience of multi inter-agency working and collaboration.</p>	E E E	Interview & Application form
<p><u>EXPERIENCE</u></p> <p>Experience of offering clinical supervision to other professionals</p> <p>Front line experience of using advanced assessment skills especially in determining the nature and severity of mental illness/health (functional and organic) and differentiation between physical and mental health symptoms and conditions.</p> <p>Demonstrable experience of working in/ within CMHT or primary care mental health services</p>	E E E	Interview & Application form
<u>SKILLS & ABILITIES</u>		

<p>Ability to build collaborative therapeutic relationships with patients and/or carers</p>	E	
<p>Skills for assessing patients and carers and ability to draw together appropriate case formulation.</p>	E	
<p>Understanding of comorbidities that may affect older adults and their mental health</p>	E	
<p>Ability to work within and between multi-disciplinary teams and the wider Somerset Partnership Trust, voluntary sector and primary care providers.</p>	E	
COMMUNICATION SKILLS		
<p>Evidence of a good standard of Literacy / English language skills</p>	E	
<p>Highly developed active listening skills, which allow for reframing and testing of Understanding.</p>	E	
<p>Highly developed written communication skills, with experience of compiling and sorting notes.</p>	E	
<p>Substantially developed IT skills with an understanding of Microsoft Office and demonstrate a willingness to embrace new technology and processes.</p>	E	
PLANNING & ORGANISING SKILLS		
<p>Mobile with the facility to move across a geographically dispersed area.</p>	E	
<p>Experience of active participation in change management.</p>	E	
<p>Listens to others' views respecting and valuing individual needs.</p>	E	
<p>High standards of written communication skills with the ability to use email and internet.</p>	E	
PHYSICAL SKILLS		
<p>Must be a car driver with a valid driving licence or have access to transport with appropriate business insurance in order to travel throughout the Trust, to meet the needs of the service.</p>	E	
<p>To be able to demonstrate a self awareness and responsibility of the impact frequent exposure to distressing circumstances has on care and compassion.</p>	E	

OTHER

Willingness to use technology to improve standards of care and support to our patients

E**SUPPORTING BEHAVIOURS**

To carry out this role successfully the post holder needs to be fully aware of and adhere to Trust values/standards and reflect these as their behaviours:

Outstanding Care:

- We treat everyone with dignity, kindness and respect.
- We involve patients, relatives, carers and colleagues in decision-making.
- I ensure that my actions contribute to outstanding care regardless of my role.
- I admit mistakes, apologise and learn from them.
- I champion the health, safety and wellbeing of patients, relatives, carers and colleagues.
- I speak up when others cannot.

Listening and Leading:

- I lead with empathy, taking responsibility for how my emotions and actions affect others.
- I inspire others to embrace change, encouraging them to see their part in the bigger picture.
- I strive to be the best I can be.
- I value the opinions and contributions of colleagues, patients and others.
- I encourage innovation and am open to new ideas.
- I listen with interest and take action if I am able.

Working Together:

- I collaborate with others to achieve shared goals.
- I communicate clearly and appropriately.
- We work together to overcome challenges.
- I ask for help and always assist those in need.
- I thank colleagues for their contributions and celebrate shared successes.
- I use resources effectively, treating every £ as if it were my own.

SUPPLIMENTARY INFORMATION

Physical Effort	Yes	No	If yes – Specify details here - including duration and frequency
Working in uncomfortable / unpleasant physical conditions		X	
Working in physically cramped conditions		X	
Lifting weights, equipment or patients with mechanical aids		X	
Lifting or weights / equipment without mechanical aids		X	
Moving patients without mechanical aids		X	
Making repetitive movements		X	
Climbing or crawling		X	
Manipulating objects		X	
Manual digging		X	
Running		X	
Standing / sitting with limited scope for movements for long periods of time		X	
Kneeling, crouching, twisting, bending or stretching		X	
Standing / walking for substantial periods of time		X	
Heavy duty cleaning		X	
Pushing / pulling trolleys or similar		X	
Working at heights		X	
Restraint ie: jobs requiring training / certification in physical interventions		X	
Mental Effort	Yes	No	If yes - Specify details here - including duration and frequency
Interruptions and the requirement to change from one task to another (give examples)	X		Possibility of need to change from one task to another dependent on risk and service need.
Carry out formal student / trainee assessments	x		Occasional
Carry out clinical / social care interventions	x		Assessment based dependent on need of the service
Analyse statistics		x	
Operate equipment / machinery		X	
Give evidence in a	x		Possible

court/tribunal/formal hearings			
Attend meetings (describe role)	x		Attend PCN MDT's, CMHT meetings etc. Face to Face and via virtual platforms
Carry out screening tests/microscope work		X	
Prepare detailed reports	x		Mental Health Assessments, transfers to other agencies.
Check documents		x	
Drive a vehicle	x		
Carry out calculations		x	
Carry out clinical diagnosis	x		Contribute towards formulations.
Carry out non-clinical fault finding		x	
Emotional Effort	Yes	No	If yes - Specify details here - including duration and frequency
Processing (eg: typing / transmitting) news of highly distressing events	x		Possible
Giving unwelcome news to patients / clients / carers / staff	x		Possible
Caring for the terminally ill		X	
Dealing with difficult situations / circumstances	x		Possible due to nature of service need
Designated to provide emotional support to front line staff		x	
Communicating life changing events		x	
Dealing with people with challenging behaviour	x		Possible due to nature of service need
Arriving at the scene of a serious incident		x	
Working conditions – does this post involve working in any of the following:	Yes	No	If yes - Specify details here - including duration and frequency
Inclement weather		x	
Excessive temperatures		x	
Unpleasant smells or odours			
Noxious fumes		x	
Excessive noise &/or vibration		x	
Use of VDU more or less continuously	x		
Unpleasant substances / non household waste		x	
Infectious Material / Foul linen		x	

Body fluids, faeces, vomit		x	
Dust / Dirt		x	
Humidity		x	
Contaminated equipment or work areas		x	
Driving / being driven in Normal situations	x		
Driving / being driven in Emergency situations		x	
Fleas or Lice		x	
Exposure to dangerous chemicals / substances in / not in containers		x	
Exposure to Aggressive Verbal behaviour	x		Possible
Exposure to Aggressive Physical behaviour	x		Possible

Department Core Purpose

The transformation will remove the traditional boundaries between mental health services and primary care based on a philosophy of 'no wrong door'.

The Knowledge and Skills Framework (KSF) outline for this post which demonstrates the skills and competencies required once in post should be considered in conjunction with this document.

Job Profile Agreement

Agreed and Signed:	(Manager)	Date:	
Agreed and Signed:	(Post Holder)	Date:	
Date Role Description is Effective From:			