



DISGRIFIAD SWYDD

MANYLION Y SWYDD:

Teitl y swydd	Nyrs Seiciatrig Gymunedol mewn Iechyd Meddwl Amenedigol
Band Cyflog	6
Oriau gwaith a natur y cytundeb	Oriau amser llawn
Is-adran / Cyfarwyddiaeth	Is-adran Iechyd Meddwl ac Anableddau Dysgu
Adran	Is-adran Iechyd Meddwl ac Anableddau Dysgu
Lleoliad	I'w gwblhau ar adeg recriwtio

TREFNIADAU SEFYDLIADOL:

Yn atebol i, fel rheolwr	I'w benderfynu ar adeg recriwtio
Yn adrodd i: Enw'r Rheolwr Llinell	I'w benderfynu ar adeg recriwtio
Yn atebol yn broffesiynol i:	I'w benderfynu ar adeg recriwtio

Crynodeb y swydd / Pwrpas y swydd:

Bydd deilydd y swydd yn aelod o'r Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol, yn gweithio'n agos â'r tîm amlddisgyblaethol. Bydd y cyfrifoldebau'n cynnwys cynnal llwyth achosion clinigol bychan a chynnal asesiadau o broblemau cymhleth iawn a fydd yn galw am ddadansoddi, dehongli a chymharu ystod o ddatrysiadau. Bydd y rôl yn cynnwys cynnal safonau clinigol yn unol â'r fframwaith llywodraethu.

Bydd deilydd y swydd yn arwain y gwaith o gynllunio a datblygu pecynnau hyfforddiant staff ar gyfer Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol a bydd yn cyflawni gwaith ymchwil a datblygu yn rheolaidd, yn cynnwys gwerthuso effaith hyfforddiant staff, a'r rhaglen ymchwil ffurfiol, sef gwerthuso'r canlyniadau clinigol a gyflawnir gan y Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol.

Bydd deilydd y swydd yn cyfrannu at ddatblygiad a gweithredu cynllunio strategol a datblygu'r gwasanaeth iechyd meddwl yn y Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol. Byddant yn cymryd rhan lawn yn y gweithgareddau proffesiynol nyrsio yn yr is-adran, ennill rhagor o brofiad o faterion proffesiynol a bod yn gyfarwydd â'r meddylfryd strategol cyfredol yn y Gwasanaeth Iechyd Gwladol yn gyffredinol, ac Iechyd Meddwl yn benodol.

DYLETSWYDDAU / CYFRIFOLDEBAU:

- Cyflawni dyletswyddau Nyrs Iechyd Meddwl Gofrestredig, gan ddarparu gofal ansawdd uchel, yn cynnwys asesu a rheoli merched gyda, neu'n wynebu risg uchel o ddatblygu salwch meddwl difrifol yn ystod beichiogrwydd ar ôl geni.
- Gweithio ar y cyd â gwasanaethau mamolaeth, ymwelwyr iechyd, Tîm Iechyd Meddwl Cymunedol, gwasanaethau cymdeithasol a gwasanaethau arbenigol camddefnyddio sylweddau.
- Datblygu cysylltiadau â Dechrau'n Deg a mudiadau gwirfoddol eraill fel y gall merched gael gafael ar wasanaethau priodol yn y gymuned mewn modd amserol.
- Darparu a sicrhau bod y data gweithgarwch misol a blynyddol cytunedig yn cael ei gasglu a'i gyfathrebu.
- Cyfrannu at ddatblygiad Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol a mentrau'r Bwrdd Iechyd o ran safonau gofal, rheoli risg clinigol, archwilio ac ymchwil clinigol a chymryd rhan yn y broses newid ddilynol.
- Ymgymryd â therapïau seicolegol dwysedd isel i ferched â salwch meddwl difrifol yn y cyfnod amenedigol.

Cyfathrebu

- Hyrwyddo cyfathrebu effeithiol yn y tîm amlddisgyblaethol Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol a rhannu gwybodaeth yn effeithiol trwy'r tîm.
- Cydgysylltu a negodi â gweithwyr proffesiynol o ddisgyblaethau gwahanol yn rheolaidd.
- Cynhyrchu adroddiadau ysgrifenedig ac ar lafar.
- Defnyddio llwybrau rheolaethol a phroffesiynol yn y tîm Iechyd Meddwl Amenedigol Cymunedol Arbenigol i sicrhau y darperir gofal ansawdd uchel bob amser.
- Cyfathrebu'n effeithiol â theuluoedd, gan sicrhau bod eu barn a'u dymuniadau'n cael eu clywed, a'u cofnodi'n gywir.
- Cynnal cofnodion cywir a chyfoes.
- Cyfrannu at a bod yn bresennol mewn cynadleddau achos a Grwpiau Craidd amlddisgyblaethol ac ymwneud â chynllunio gofal ar gyfer plant a'u teuluoedd.
- Gweithio fel rhan o dîm amlddisgyblaethol sy'n meithrin cyfathrebu da a pherthnasoedd gwaith da â chydweithwyr o bob disgyblaeth.
- Datblygu strategaethau cyfathrebu effeithiol i bobl â gwahaniaeth diwylliannol ac anawsterau dysgu.
- Cydgysylltu ag asiantaethau eraill i gynorthwyo'r broses gynllunio amlddisgyblaethol.
- Datblygu perthnasoedd gwaith effeithiol â'r tîm Iechyd Meddwl Amenedigol Cymunedol Arbenigol a rhieni.
- Ymdrin yn broffesiynol â sefyllfaoedd anodd gyda chleientiaid, a allai olygu wynebu cam-drin corfforol neu eiriol.

Dyletswyddau a chyfrifoldebau eraill

- Cefnogi'r Rheolwr i ddatblygu a gweithredu cyfeiriad strategol a fframwaith ar gyfer darparu'r

elfen iechyd Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol ym Mwrdd Iechyd Prifysgol Betsi Cadwaladr.

- Lle bo'n briodol, hyrwyddo a sicrhau cyhoeddusrwydd i'r gwasanaeth a chyfrannu at ddarparu cyflwyniadau a hyfforddiant.
- Bod yn esiampyl i aelodau staff eraill.
- Bod yn aelod allweddol o gynadleddau achos a gweithio mewn grwpiau craidd yn unol â'r fframwaith amddiffyn plant.
- Ymwneud â llywodraethu clinigol, yn cwmpasu rheoli risg, archwilio, ymchwil, mentrau ansawdd ac iechyd a diogelwch.
- Dangos sgiliau trefnu da, gyda chyfrifoldeb am sicrhau defnyddio adnoddau yn effeithiol ac effeithlon.
- Gweithio mewn partneriaeth â sefydliadau statudol a mudiadau gwirfoddol wrth gynllunio, darparu a gwerthuso gofal gyda'r nod penodol o wella canlyniadau tymor hir i blant a theuluoedd.
- Trefnu a chymryd rhan yn narpariaeth gofal, gan sicrhau parhad, cysondeb ac ansawdd.
- Unrhyw ddyletswyddau eraill sy'n ofynnol yn rhesymol.
- Darparu ymgynghoriaeth a chynghor i staff proffesiynol o bob disgyblaeth ynghylch asesu, therapi a thechnegau ar gyfer gweithio'n effeithiol â'r grŵp cleientiaid, yn cynnwys datblygu, strwythuro ac amserlennu cynlluniau arloesol ar gyfer newidiadau yn y system/rhaglen gofal cleifion.
- Cefnogi a rhannu arfer dda.
- Cynorthwyo teuluoedd i adnabod rhwydweithiau cymorth ffurfiol ac anffurfiol.
- Cynorthwyo'r teulu i gael mynediad at adnoddau a chymorth priodol.
- Sefydlu ymwneud da a chreu perthynas gonest gyda'r teuluoedd sy'n meithrin parch ac ymddiriedaeth.
- Deall a pharchu hawliau plant.
- Ymdrin yn brydlon a sensitif â chwynion gan ddefnyddwyr y gwasanaeth yn unol â fframwaith y Drefn Gwynion.
- Cynorthwyo'r teulu i greu amgylchedd diogel.
- Darparu cymorth a chynghor i blant, pobl ifanc a'u teuluoedd ac adnabod, cynllunio, gweithredu a gwerthuso rhaglenni gofal.
- Darparu a chynnal safon gofal uchel i fodloni anghenion y gymuned, gan sicrhau bod defnyddwyr y gwasanaeth yn derbyn gwasanaeth priodol.
- Deall materion ymlyniad, rhianta a bondio a darparu cymorth a chynghor i deuluoedd a'u grymuso i fodloni anghenion eu plant yn briodol.
- Cymryd rhan yn narpariaeth hybu iechyd unigolion a grwpiau yn unol â mentrau a thargedau iechyd cyhoeddus lleol a chenedlaethol.
- Sicrhau dull sy'n canolbwyntio ar y teulu ym mhopeth y maent yn ei wneud.

Datblygu a Gweithredu'r Gwasanaeth

- Cyfrannu at ddatblygiad y gwasanaeth.
- Cynnwys defnyddwyr y gwasanaeth yn y broses o werthuso a datblygu'r gwasanaeth i'r dyfodol.
- Dylanwadu ar bolisi a mentrau datblygu'r gwasanaeth.
- Sicrhau mai ymarfer ar sail tystiolaeth yw sylfaen eu hymyriadau.
- Gweithredu yn unol â rheoliadau cyfreithiol neu statudol o ran ymarfer, a chydymffurfio â pholisiau a gweithdrefnau.
- Cynnal gweithdrefnau amddiffyn plant.
- Cydymffurfio â'r gweithdrefnau amddiffyn oedolion a phlant bregus.
- Cymryd rhan yng ngweithgareddau gwella ansawdd llywodraethu clinigol Bwrdd Iechyd Prifysgol Betsi Cadwaladr yn cynnwys adrodd am ddigwyddiadau clinigol, archwiliadau clinigol, rheoli risg a newidiadau i arferion fel bo'n briodol.
- Cydymffurfio â gofynion y Ddeddf Iechyd a Diogelwch yn y Gwaith a pholisi Iechyd a Diogelwch cysylltiedig y Bwrdd.

Adnoddau

- Cynorthwyo gyda pharatoi cyllideb y prosiect a pharatoi ceisiadau am offer ac adnoddau eraill.
- Cefnogi gweithredu systemau i fonitro a rheoli defnydd adnoddau yn effeithiol o fewn terfynau'r gyllideb.
- Chwilio am a chymryd rhan weithgar mewn strwythurau goruchwyllo.
- Cymryd rhan weithgar yn cefnogi egwyddorion ac arferion cyfle cyfartal fel a nodir ym Mholisi Cyfle Cyfaratal y sefydliad.
- Cymryd gofal rhesymol am eich iechyd a'ch diogelwch eich hun ac eraill a allai gael eu heffeithio gan eich gweithredoedd neu anweithredoedd, a chydymffurfio â'r holl ddeddfwriaeth iechyd a diogelwch fel bo'n briodol (DS bydd yr union gyfrifoldebau yn dibynnu ar y swydd).
- Cynnal arfarniad staff yn rheolaidd, a nodi anghenion hyfforddiant a llunio cynlluniau datblygiad personol yn unol ag amcanion y sefydliad.
- Bodloni'r amcanion dysgu a ddiffinnir yn y maes clinigol o ran myfyrwyr cyn ac ar ôl cofrestru, gan sicrhau darparu mentora a goruchwyliaeth briodol.
- Darparu cymorth clinigol, hyfforddiant a goruchwyliaeth i staff eraill sy'n gweithio gyda'r grŵp cleientiaid cymhleth yma, gyda ffocws ar adeiladau tîm amlddisgyblaethol.
- Dylunio, strwythuro, amserlennu a darparu hyfforddiant Iechyd Meddwl Amenedigol i'r holl staff yn y Gyfarwyddiaeth gan ddefnyddio sgiliau cyfathrebu a rhyngbersonol o'r lefel uchaf.
- Datblygu, strwythuro ac amserlennu cynllun i gynnal a datblygu sgiliau staff ymhellach yn barhaus.
- Adnabod anghenion hyfforddiant Iechyd Meddwl Amenedigol eraill ymhlith grwpiau staff, cleifion a theuluoedd.

Ymchwil a Datblygu

- Cyfrannu at a deall pwysigrwydd casglu data a monitro a gwerthuso'r gwasanaeth.
- Defnyddio arferion ar sail tystiolaeth i hysbysu datblygiadau.
- Cymryd rhan mewn gweithgarwch archwilio ac ymchwil clinigol yn eu tîm cymunedol sy'n hyrwyddo agwedd gadarnhaol tuag at weithredu ymarfer ar sail tystiolaeth.
- Sicrhau cyflawni ymarfer ar sail tystiolaeth er mwyn cefnogi darparu gofal effeithiol.
- Sicrhau bod y data gweithgarwch misol a blynyddol cytunedig yn cael ei gasglu a'i gyfathrebu.
- Ysgogi, cyfrannu at a chymryd rhan yn archwiliadau'r Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol.
- Monitro a gwerthuso, trwy archwilio clinigol a gwerthuso ffurfiol, safonau'r gofal a ddarperir i deuluoedd.
- Gweithredu fel adnodd arbenigol i Wasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol Bwrdd Iechyd Prifysgol Betsi Cadwaladr ac asiantaethau eraill.
- Arwain, ysgogi a chymryd rhan mewn prosiectau ymchwil lleol.
- Cyflwyno data llwyth gwaith a chyfrannu at gasglu gwybodaeth ystadegol fel sy'n ofynnol gan y Gwasanaethau Iechyd Meddwl Amenedigol Cymunedol Arbenigol a Bwrdd Iechyd Prifysgol Betsi Cadwaladr.
- Sicrhau cynnal amgylchedd diogel ac adnabod risgiau potensial i'r holl bersonél, cleientiaid ac ymwelwyr, gan weithredu a chymryd cyngor fel bo'n briodol.
- Darparu'r wybodaeth ddiweddaraf i nyrsus a staff eraill am y sail dystiolaeth gyfredol a chanllawiau ymarfer o ran gwasanaethau clinigol i bobl ag Iechyd Meddwl Amenedigol.

Rhyddid i Weithredu

- Gweithio o fewn fframwaith hyblyg er mwyn bodloni gofynion defnyddwyr y gwasanaeth.
- Meddu ar raddfa uchel o hunanreolaeth ac atebolrwydd proffesiynol a dirprwyo a goruchwylio staff yn briodol.
- Bod yn atebol yn bersonol am yr hyn mae'n ei wneud.
- Mynegi pryderon os nad ydynt yn hapus â'r safonau neu'r ymarfer yn eu gweithle.

JOB DESCRIPTION**JOB DETAILS:**

Job Title	Community Psychiatric Nurse in Perinatal Mental Health
Pay Band	6
Hours of Work and Nature of Contract	Full Time hours
Division/Directorate	Mental Health & Learning Disability Division
Department	Mental Health & Learning Disability Division
Base	To be completed on recruitment

ORGANISATIONAL ARRANGEMENTS:

Managerially Accountable to:	To be decided on recruitment
Reports to: Name Line Manager	To be decided on Recruitment
Professionally Responsible to:	To be decided on recruitment

Job Summary/Job Purpose:

The post holder will be a member of the Specialist Community Perinatal Mental Health Services, working closely with the multi- disciplinary team. Responsibilities include the maintaining a small clinical caseload and to conduct assessments of highly complex problems which require the analysis, interpretation and comparison of a range of solutions. The role will include the maintaining of clinical standards within the governance framework.

The post holder will lead the planning and development of staff training packages for Specialist Community Perinatal Mental Health Services and will regularly undertake R&D activity, including evaluating the impact of staff training, and the formal research programme which is evaluating the clinical outcomes achieved by the Specialist Community Perinatal Mental Health Services.

The post holder will contribute to the development and implementation of mental health strategic planning and service development within the Specialist Community Perinatal Mental Health Services. They will participate fully in the professional activities of Nursing within the Division, gain further experience of Professional Issues and to be familiar with current Strategic thinking in the NHS in general and Mental Health in particular.

DUTIES/RESPONSIBILITIES:

- To undertake the duties of a Registered Mental Health Nurse , providing high quality care including assessment and management of women with and at high risk of developing severe mental illness in pregnancy and postnatally
- To work collaboratively with maternity, health visiting, CMHT, social services and specialist substance misuse services
- To develop links with flying start and other voluntary organisations so women can have timely access to appropriate services in the community
- To provide the agreed monthly and annual activity data is compiled, collated and communicated
- To contribute to the development of Specialist Community Perinatal Mental Health Services and Health Board initiatives regarding standards of care, clinical risk management, clinical audit and research, taking part in subsequent change process
- To undertake low intensity psychological therapies for women with severe mental illness in the perinatal period

Communication

- To promote effective communications within Specialist Community Perinatal Mental Health multi-disciplinary teams and disseminate information effectively throughout the team
- To regularly liaise and negotiate with professionals from different disciplines.
- To produce written and verbal reports.
- To utilize managerial and professional pathways within the Specialist Community Perinatal Mental Health team to ensure high quality care is provided at all times
- To communicate effectively with families, ensuring that their views and wishes are heard, and recorded accurately.
- Maintain accurate and contemporaneous records.
- Contribute to and attend multi-disciplinary case conferences and Core Groups and be involved in planning of care for children and their families.
- Work as part of a multi-disciplinary team fostering good communication and working relationships with colleagues of all disciplines.
- Develop effective communication strategies for people with cultural difference and learning difficulties.
- Liaise with other agencies to assist the multi-disciplinary planning process
- Develop effective working relationships with multi-disciplinary Specialist Community Perinatal Mental Health team and parents.
- To deal professionally with difficult client situation, which may involve exposure to physical or verbal abuse.

Other Duties & Responsibilities

- To support the Manager to develop and implement the strategic direction and framework for the future provision of the health strand of Specialist Community Perinatal Mental Health Services in BCUHB.
- Where appropriate, to publicise and promote the service and to contribute to the delivery of presentations and training.
- To be a role model for other members of staff.
- To be a key member of case conferences and work within core groups within a child protection framework.
- To become involved with clinical governance, encompassing risk management, audit, research, quality initiatives and health and safety.
- Demonstrate good organisational skills with responsibility for ensuring efficient and effective use of resources.
- To work in partnership with statutory and voluntary organisations in planning, delivery and evaluating care with the specific aim of improving long term outcomes of children and families.
- To organise and participate in the delivery of care ensuring continuity, consistency and quality.
- Any other duties as may be reasonably required.
- To provide consultation and advice to professional staff from all disciplines on assessment, therapy and techniques for working effectively with client group, involving developing, structuring and scheduling plans innovative changes in the patient care system/ programme.
- To support and disseminate good practice.
- To assist families in identifying both formal and informal support networks
- To assist the family in accessing appropriate resources and support.
- To establish rapport and build a respectful, honest and trusted relationship with families.
- To understand and respect the rights of children.
- To deal promptly and sensitively to complaints from service users within the framework of the Complaints Procedure.
- To assist the family in creating a safe environment.
- Provide support and advice to children, young people and their families and identify, plan, implement and evaluate programmes of care.
- To provide and maintain a high standard of care to meet the needs of the community ensuring service users receive an appropriate service.
- To understand the issues of attachment, parenting and bonding and provide support and advice to families and empower them to appropriately meet the needs of their children.
- Participate in the provision of health promotion of individuals and groups in line with local and

national public health initiatives and targets.

- Ensuring a family centred approach in all that they do.

Service Development & Implementation

- To contribute to the development of the service.
- To involve Service Users in the evaluation and future development of the service.
- Influences policy and service development initiatives.
- Ensure evidence based practice is the bases of their interventions.
- Act in accordance with legal or statutory regulations in relation to practice and comply with policies and procedures.
- To uphold child protection procedures.
- To comply with the vulnerable adult and child protection procedures.
- To participate in BCUHB clinical governance quality improvement activities including clinical incident reporting, clinical audit, risk management and changes in practice as appropriate
- Comply with the requirements of the Health & Safety at Work Act and related Health Board & Safety Policy.

Resources

- To assist with the preparation of the project budget and the preparation of requests for equipment and other resources.
- To support the implementation of systems to effectively monitor and control the use of resources within the budgetary limits.
- To seek and actively engage in supervision structures.
- To participate actively in supporting the principles and practice of equality of opportunity as laid down in the organisation's Equal Opportunities Policy.
- To take reasonable care for the health and safety of yourself and other persons who may be affected by your acts and omissions and to comply with all health and safety legislation as appropriate (NB the exact responsibilities will depend on the post).
- Conduct regular staff appraisal, training needs and personal development plans in accordance with organisational objectives.
- Meet the learning objectives defined in the clinical area of pre and post registration students ensuring appropriate mentorship and supervision is provided.
- To provide clinical support, training and supervision to other staff working with this complex client group, with a focus on multi-disciplinary team building.
- To design, structure, schedule and deliver Perinatal Mental health training to all staff in the Directorate using the highest levels of interpersonal and communication skills.
- To develop, structure and schedule a plan to maintain and further develop the skills of staff on an on-going basis.
- To identify other needs for Perinatal Mental Health training amongst staff groups, patients and

families.

Research & Development

- To contribute to and understand the importance of data collection and monitoring and evaluation of the service.
- Using evidence based practice to inform developments.
- Participate in clinical audit and research activity in their community team that is promoting a positive attitude towards the implementation of evidence-based practice.
- Ensure the delivery of evidence based practice in order to support the delivery of effective care.
- Provide the agreed monthly and annual activity data is compiled, collated and communicated.
- Initiate, contribute to and participate in the audits of Specialist Community Perinatal Mental Health Services
- Monitor and evaluate through clinical audit and formal evaluation, the standards of care provided to families.
- Act as a specialist resource for Specialist Community Perinatal Mental Health Services BCUHB and other agencies.
- Lead, initiate and participate in local research projects.
- Submit workload data and contribute to the gathering of statistical information as required by Specialist Community Perinatal Mental Health Services and BCUHB.
- Ensure the maintenance of a safe environment and identification of potential risks for all personnel, clients and visitors, taking appropriate action and advice.
- To provide Nurses and other staff with up-to-date information about the current evidence base and practice guidelines on clinical services for people with Perinatal Mental Health.

Freedom to Act

- To work within a flexible framework in order to meet the demands of the service users.
- Have a high degree of autonomy and professional accountability and will provide appropriate delegation and supervision of staff.
- Being personally accountable for what they do.
- Voicing their concerns if they are not happy with standards or practices within their workplace.