

**AGENDA FOR CHANGE
NHS JOB EVALUATION SCHEME**



JOB DESCRIPTION TEMPLATE
Revised February 2010

1. JOB IDENTIFICATION

Job Title: Community Mental Health Nurse (Band 6)

Reports to: Community Mental Health Service Team Leader

Department, Ward or Section: Community Mental Health Service

CHP, Directorate or Corporate Department: Argyll and Bute CHP

Job Code: ARGLMENTNURSINPT02

No of Job Holders:

Effective date of this job description:

2. JOB PURPOSE

The post holder will:

- be responsible as the Care Coordinator for the assessment, planning, implementation and care coordination of evidence based care to people affected by mental ill health.
- provide professional advice and support to other agencies and members of the multi-disciplinary team.
- act as a role model and resource for junior/less experienced staff.
- participate in the integrated service development of the Community Mental Health Service within the locality.
- act as an autonomous, independent practitioner within the CMHS, while liaising with other professionals as necessary.
- manage a defined caseload and provide supervision to others as appropriate.
- be responsible for the assessment planning implementation and evaluation of nursing care, using a recovery approach and have a working knowledge of Local and National policies and legislation which govern current service provision and audit.
- be responsible for ensuring effective communication pathways exist.
- ensure the promotion of equality diversity and rights in accordance with good practice

and legislation.

- be responsible for identifying and contributing to the training needs necessary in providing quality/evidence based care as appropriate.
- May be required to provide managerial and clinical leadership as well as supervision to Community Mental Health Service staff in the absence of the CMHS Team Leader.

3. DIMENSIONS

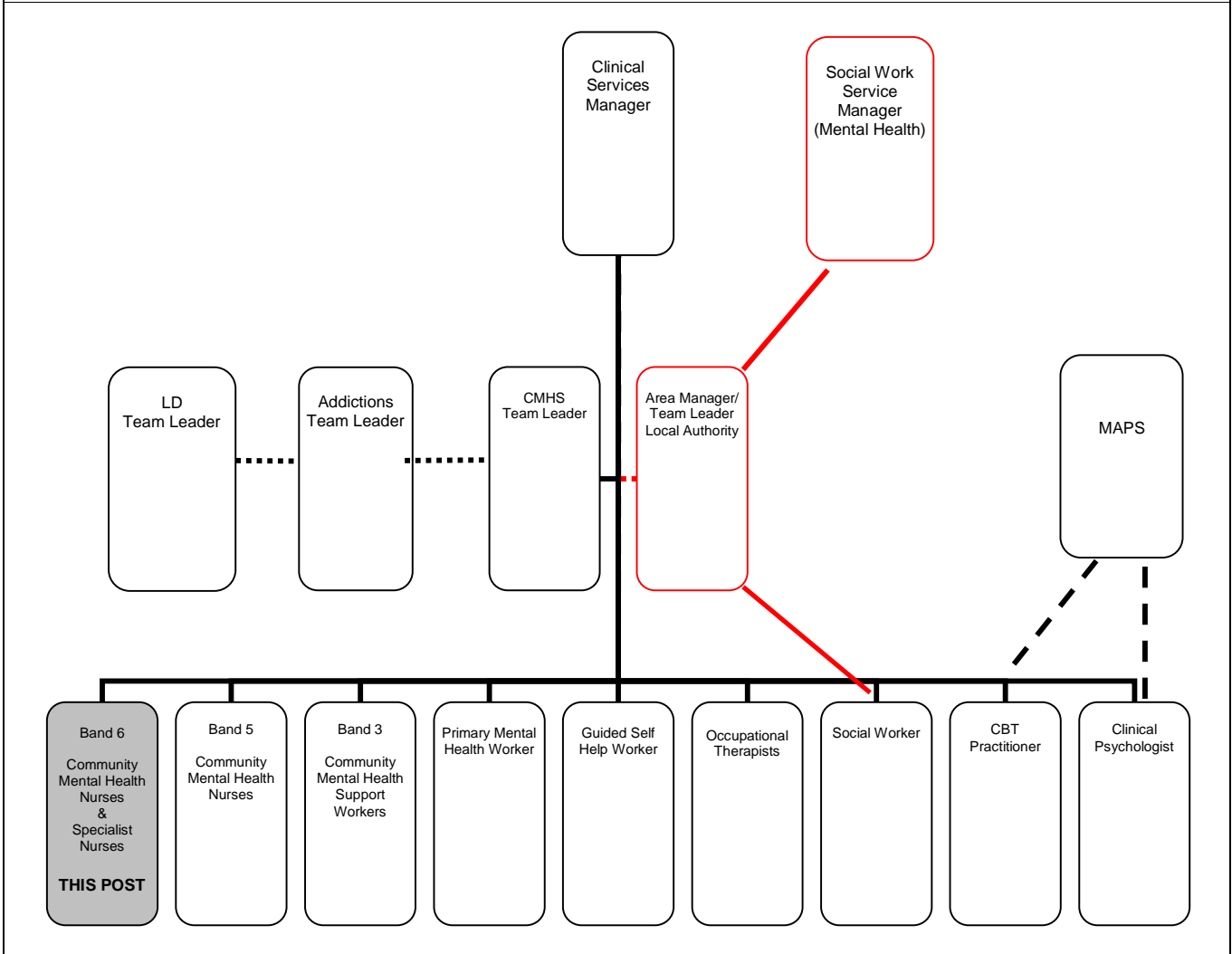
The Community Mental Health Service is based in XX.

The locality has a population of approximately 20 000.

A substantial element of the population live in very remote and rural locations, therefore the team are expected to deliver care within the service users home environment.

Referrals to the CMHS are received from all practices within the locality, the community hospitals, all community disciplines and the acute mental health services.

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT OR SECTION

Mental Health Services in Argyll & Bute embrace the principles of:

- Respect for service users view's
- Inclusion & involvement of staff, service users, carers and communities
- Therapeutic, recovery focussed care
- Local service provision in communities

Services will be developed and delivered across the recognised mental health tiers following the "patient journey" and will be based on best practice, be research based and will implement nationally recognised care pathways.

The service will plan to anticipate care needs, initiate an early response, and will work to maintain individuals in their own community avoiding and/or shortening hospital admission where possible.

The Community Mental Health Services will promote recovery and a social inclusion approach in the provision of a high quality multidisciplinary, multi-agency approach to people who are affected by mental ill health, their carer's and family. This will be provided through assessment and implementation of a range of clinical interventions, resulting in a comprehensive and individualized package of care.

6. MAIN TASKS, DUTIES AND RESPONSIBILITIES

CLINICAL

- Use Scottish Recovery Indicators to develop a person centred approach which promotes ownership and responsibility.
- Responsible for admission, case conference/reviews and discharge in collaboration with members of the multi-disciplinary team.
- Responsible for co-ordinating CPA/advanced CPA.
- Responsible for coordinating the care and assessment of a designated caseload.
- Responsible for participating in the setting of quality standards, including auditing, monitoring and reviewing in line with current clinical guidance, practice and policy.
- Responsible for ensuring the post holder understands and meets their professional responsibilities under the Adults with Incapacity, Vulnerable adult's policies and Child Protection Legislation.
- Responsible for ensuring that the requirements of the Mental Health (Care and Treatment) (Scotland) Act 2003 are observed, adhered to and implemented.
- Responsible for the promotion of carer and service user involvement.
- Responsible for establishing therapeutic relationships with service users, and the implementation of evidence based therapeutic interventions with appropriate boundaries in accordance with Nursing and Midwifery Councils professional code of conduct.
- Works collaboratively with service users to develop anticipatory care and crisis plans encouraging self management.
- Act as rostered duty/emergency worker for the CMHS accepting, declining and prioritising referrals to the team, co-ordinating the multi-disciplinary response to Psychiatric emergencies.
- Participates in escort duties for people detained under the Mental Health (Care and Treatment) (Scotland) Act 2003, who are being admitted to a mental health unit/hospital. On occasion this duty may extend to informal patients.
- Will participate in a crisis response service as required.
- Prescribes appropriate treatment, including medication, for service users/patients.

PROFESSIONAL

- Responsible for participation in the NHS Highland appraisal process, identifying own/others mandatory professional, supervisory, personal development and training needs using e-KSF.

- Participates in clinical supervision and identifies areas of practice requiring development.
- Responsible for the effective utilisation of resources to ensure high quality clinical care is provided.
- Responsible for ensuring that all incidents which may compromise care are reported immediately to a senior manager and clinicians involved in their care as appropriate.
- Responsible for the safe custody and administration of medicines in accordance with best practise.
- Participates and contributes appropriately in research, service modernisation, clinical governance and the Mental Health Delivery Plan.
- Ensure that the agreed philosophy approach is adopted and followed, whilst respecting and valuing the different therapeutic approaches available within the multi-disciplinary team.
- Responsible for ensuring confidentiality is maintained at all times, in accordance with the Data Protection Act, NHS Highland policy and good practice.
- Responsible for maintaining and conducting oneself in a professional manner towards service users and their family and/or carers, as well as colleagues and other agencies.
- Participate in joint working with appropriate experts/agencies.

EDUCATION

- Responsible for the provision of formal and informal training of pre/post registration students, staff members, carers and service users.
- Mentors undergraduate and post graduate nursing students and others as required.
- Responsible for providing formal and informal training on Mental Health promotion to statutory and non-statutory services.
- Responsible for the provision of staff induction, mentorship, appraisal and clinical supervision to professional colleagues as appropriate.

ORGANISATIONAL

- 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 NHS Highland and statutory policies and procedures.

MANAGERIAL

- 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.
- Responsible for ensuring that appropriate safeguards and practices are adopted when working autonomously with service users.
- May be required to provide Managerial and Clinical Leadership for the staff of the CMHT

in the absence of the CMHS Team Leader and ensure that the needs of the service, service users and carers are maintained.

7. EQUIPMENT AND MACHINERY USED

- Mobile Phones
- Personal Computer
- Syringes

This list is not exhaustive and may include other equipment

8. SYSTEMS

- Personally generated patient notes.
- Input into computerised patient activity system.

9. ASSIGNMENT AND REVIEW OF WORK

- The post holder's work will be supported and reviewed by the CMHS Team Leader.
- Performance will be reviewed by the CMHS Team Leader on an ongoing basis. Additionally there will be a yearly PDP review using eKSF carried out by the CMHS Team Leader.

10. DECISIONS AND JUDGEMENTS

- Responsible for ensuring carers' assessments, education and support is delivered in accordance with the requirements of the Mental Health Delivery Plan, and Rights Relationships and Recovery Action Plan.
- Responsible for the assessment, planning, implementation and evaluation of evidence based care, including health promotion for the Community Mental Health Service.
- Responsible for the appropriate clinical risk assessment of service users providing an effective advice, guidance and decision making process culminating in the coordination of any reviewed plan of care.
- Interpreting service user's symptoms and conditions, evaluating options regarding therapeutic interventions.

11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Managing and prioritising from a range of demands.
- Making judgements which involve complex facts or situations. This can often be contentious.
- Isolated lone working. Having to make unilateral decisions with no immediate team back up.
- Providing therapy to difficult individuals.
- Dealing with challenging family situations.
- Conflict resolution
- Travel for long periods in all weather conditions.
- Frequent concentration required to listen to and comprehend highly complex and highly sensitive issues in a 1:1 session with patients often for several times per day.
- Frequent exposure to a wide range of emotional problems and behavioural difficulties requiring a wide range of repertoire of responses, skills and judgement.

12. COMMUNICATIONS AND RELATIONSHIPS

- Responsible for ensuring accurate and timely electronic and written records are kept in compliance with NHS Highland, Argyll and Bute Council policy and NMC guidance, reporting on 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 nursing care plans, progress, mental state and psychosocial factors in line with best practice.
- Clearly communicate with clients and carer's whilst actively listening to establish an understanding of the needs of the service user and their family and/or carers. This will often involve highly sensitive and distressing information which requires using a wide range of developed communication skills.
- Acting as an advocate with the best intentions of the service user or to refer to advocacy services.
- To maintain confidentiality in accordance with NMC and local policy/guidelines.
- Encounter and deal effectively with unforeseen situations arising out of the process of Community Mental Health nursing where patients/relatives/carers may become aggressive and/or develop severely challenging behaviours. Employ specialist de-escalation and negotiating skills as required.
- Demonstrate the ability to develop sound therapeutic working relationships using highly developed skills such as empathy and non-judgemental approach.
- Provide written and verbal reports on care and interventions of service users to referrers (e.g. GP's, Health Visitors) multi-disciplinary teams and outside agencies, including solicitors, insurance companies, etc.

13. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

PHYSICAL SKILLS

- Keyboard
- Driving
- Intra-muscular Injection
- Moving and handling

PHYSICAL EFFORT

- Combination of walking, sitting, standing.

MENTAL EFFORT

- Working in groups
- Intense individual therapy sessions up to 1 hour per session
- Ability to relate theory to practice
- Ability to assess risk
- Reflection skills
- Ability to prioritise
- Ability to multi-task
- Ability to manage complex and challenging behaviour
- Ability to negotiate and present a verbal case
- Time management and ability to organise self and others
- Ability to problem solve
- Ability to concentrate – having to complete complex assessments and to devise formulations.

EMOTIONAL EFFORT

- Discuss and contain highly sensitive issues such as sexual abuse, relationship problems, family conflict, etc.
- Ability to impart unwelcome, emotional information to service user's and their families.
- Ability to motivate
- Ability to deal with stressful situations
- Manage inappropriate behaviours
- Ability to manage aggression/confrontation

ENVIRONMENTAL FACTOR

- Body fluid
- Driving – all weathers

- Exposure to verbal and physical aggression
- Exposure to smoking
- Exposure to hazards that arise from working in geographical isolation, lone working, exposure to cold and working in unhygienic and unpredictable situations.

14. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Completion of training as a first level Registered Nurse in Mental Health with a current valid registration with the Nursing and Midwifery Council.
- Desirable to be working towards or having degree relevant to the post.
- A mature, responsible approach to health care delivery that respects service user's dignity and human rights.
- RMN with a minimum of 3 years post registration experience.
- 12-18 months experience of working in the community desirable.
- Evidence of Continuing Professional Development.
- Non medical prescriber
- Valid MNC mentorship status
- A current full UK driving license.
- Knowledge and ability to develop, deliver and evaluate psychological and psycho-social interventions e.g. Cognitive Behavioural Therapy approach, problem-solving skills, anxiety management etc.
- In depth knowledge of Mental Health (Care and Treatment) (Scotland) Act 2003 and associated responsibilities when working with service users who are subject to orders under the Act.

15. JOB DESCRIPTION AGREEMENT

I agree that the above Job Description is an accurate reflection of my duties and responsibilities at the date of signing.

Job Holder's Signature:

Manager's Signature:

Date:

Date: