**JOB DESCRIPTION**

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| 1. **JOB IDENTIFICATION** |
| Job Title: Mental Health Nurse Addictions  Responsible to: Senior Charge Nurse  Department(s): Addictions Team HMP Addiewell  Directorate: REAS  Operating Division:  Job Reference: 166815 R1  No of Job Holders: 1 |

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| **2. JOB PURPOSE** |
| As part of a multidisciplinary team the post holder will have responsibility to ensure the delivery of high quality care to patients by the assessment of care needs, the development of programmes of care, the implementation and the evaluation of these programmes.  The post holder is responsible for managing an allocated caseload within HMP Addiewell and as part of a specialist service for individuals who are experiencing a broad range of complex needs relating to substance misuse problems and related mental health problems. Promoting a harm reduction and recovery philosophy with all agencies and individuals in contact with the service. |

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| **3. DIMENSIONS**– |
| The post holder will manage an allocated caseload of individuals with complex substance misuse problems in HMP Addiewell.  Individuals with complex needs such as mental health problems, poly substance misuse, chronic illness, child protection issues or other difficulties are assessed, diagnosed and case managed by the Addictions Team at HMP Addiewell.  Substance misuse services are promoted and developed in all contacts with other statutory and non-statutory services and both formal and informal support and advice given. High quality interventions will be implemented as directed by policy and the evidence base in the substance misuse field. |

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| **4. ORGANISATIONAL POSITION** |
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| **5. ROLE OF DEPARTMENT** |
| The Addictions Team at MHP Addiewell aims to provide a high quality, flexible and evidence-based treatment service to meet the needs of individuals with substance misuse problems within the prison. The service operates within the recovery and harm reduction models and works in collaboration with GP’s, local authorities, non-statutory agencies and pharmacists, encompassing a shared care approach. |
| **6. KEY RESULT AREAS** |
| 1. Responsible for the management of an allocated caseload by assessing, planning and managing a variety of treatment interventions appropriate to the patient group with supervision from Band 6 Addictions Nurse as appropriate and review when necessary by Service GPs and the visiting Consultant Psychiatrist. 2. Respond to referrals from other professional groups or individuals providing them with timely and pertinent feedback. 3. Liaise with professional and voluntary agencies to provide appropriate specialist advice for clients with substance misuse and related mental health problems and call, attend and contribute to multidisciplinary team meetings and case conferences. 4. Be familiar with 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 client care. 5. Practice within the legal and ethical framework as established by the Nursing and Midwifery Council and national legislations, including substance misuse, mental health, community care, child protection and vulnerable adults, to ensure clients interests and well being are met. 6. Establish and maintain therapeutic nurse/client relationships by planning programmes of therapeutic intervention. Offer a wide range of evidence based treatment strategies, on an individual and group basis, use individual care plans and follow the philosophy and objectives of the Addictions Service under the supervision of a Band 6 Addictions Nurse. 7. Establishing, developing and maintaining good relationships with clients, carers, relatives, prison and fellow health, social and welfare professionals who are involved in care delivery to affect the highest standards attainable in good mental health care. 8. Responsible for own professional development and awareness of the evidence base in the field of substance misuse. Participate in continuing education and health promotion programmes and mandatory training. 9. Provide an effective and high standard of communication via a wide range of oral, written and electronic channels. 10. Initiate, develop and implement new ideas and methods for improvement of patient care in consultation with the Band 6 Addictions Nurse. 11. Provide support, training and education to student nurses and other learners within the team. Participating in appraisal as appropriate and ensuring development of good practice and initiative 12. Update client records including collection of caseload statistics and activity information as required by the Band 6 Addictions Nurse. 13. Ensure correct custody, control and administration of all medications, drugs and prescriptions according to statutory regulations and guidelines. 14. To act up in the absence of the senior nurses. |

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| **7a. EQUIPMENT AND MACHINERY** |
| Personal Computer  Needles & Syringes  Blood Pressure Monitoring  Alcometer  Personal Alarms  Audiovisual equipment  Bodily fluid collection equipment |
| **7b. SYSTEMS**  Personally generated patient notes.  Input into computerised patient activity system including waiting times  Responsibility for inputting data to prescribing computer. |

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| **8. ASSIGNMENT AND REVIEW OF WORK** |
| The post holder’s work will be assigned, supported and reviewed by the Band 6 Addictions Nurse. The post holder will manage an allocated caseload, some of this work will be self directed.  Performance will be supervised and reviewed by the Band 6 Addictions Nurse on an ongoing basis.  Additionally there will be a yearly appraisal and performance review carried out by the band 6 Addictions Nurse.  Mentor students when allocated. |

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| **9. DECISIONS AND JUDGEMENTS** |
| Take professionally and clinically autonomous decisions on a daily basis including:  Independently develop, assess, implement and evaluate programmes of care for the client group.  Advising GP’s and other professional groups on the appropriateness of a given intervention.  Prioritise, plan and evaluate clinical activity accessing medical review when necessary. Onward referral to other agencies or discharge as appropriate. |

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| **10. MOST CHALLENGING/ DIFFICULT PARTS OF THE JOB** |
| Managing an allocated caseload in a variety of settings.  Prioritising from a range of demands.  Managing duty calls, at times in isolation.  Child protection proceedings in particular court attendance.  Working with resistant clients. |

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| **11. COMMUNICATIONS AND RELATIONSHIPS** |
| The post holder will liaise and communicate regularly through the course of a day with a variety of personnel and agencies across the prison and Community services, including Community Mental Health Nurses, other members of the multidisciplinary team, primary health and social care teams and other community agencies regarding clients care in order that an effective service can be provided for people with substance misuse problems. |

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| **12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB** |
| **Physical Skills**   * Keyboard * Intra-muscular Injection * Utilising clinical equipment for testing bodily fluids * CPR * Operation of audiovisual equipment * Breakaway techniques * Operation of personal alarms   **Physical Effort**  Combination of walking, sitting, standing and driving.  **Mental Effort**  - Daily intense individual therapy sessions up to 1 hour per session (max 6-7 patients per day).  - Ability to cope with frequent interruptions.  - Ability to meet deadlines.  **Emotional Effort**  - Make and communicate effectively decisions on clinical management which might be unwelcome.  - Work sensitively and effectively in a non-judgemental manner with individuals who might be challenging, demanding and aggressive.  - Ability to cope with exposure to highly distressing and emotional circumstances on a daily basis and discuss these sensitively e.g. domestic violence, sexual abuse, relationship problems, family conflict and chronic illness.  **Environmental Factors**  - Body fluids both contained and uncontained on a daily basis.  - Exposure to verbal and physical aggression/violence on a regular basis.  - - Working in less secure and unpredictable environments. |

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| **13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB** |
| Completion of Training as a first level registered nurse in mental health  Experience of working in the field of substance misuse/addictions  Good communication skills and excellent assessment skills.  Evidence of Continuing Professional Development. |

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| **14. JOB DESCRIPTION AGREEMENT** | |
| A separate job description will need to be signed off by each jobholder to whom the job description applies.  Job Holder’s Signature:  Head of Department Signature: | Date:  Date: |