**Job Description**

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|  **1 JOB IDENTIFICATION** | Job Title & Band  | **Forensic community mental health nurse, Band 5** |
|  | Department | **Forensic services, Rohallion** |
|  | Job reference |  |
|  | Department(s)/Location | **FCMHT, Rohallion, Murray Royal Hospital.** |
|  | Number of Job Holders | **1** |
| 1. **JOB PURPOSE**
* To provide person centred, trauma informed and recovery focussed care, treatment and support to individuals who have a diagnosis of a major mental illness and also present with identified risks to self or others, who are living in the community. Also, to support individuals who are working towards discharge to the community from inpatient services, supporting individuals to establish and maintain meaningful lives in the community.
* Participation in multi-disciplinary team working to deliver safe and effective nursing care to individuals who have a mental disorder and have demonstrated offending and/or high risk behaviour towards others that has led to contact with Forensic Services and Criminal Justice services, often presenting with complex difficulties including substance misuse, adult protection concerns, child protection concerns, and other challenges.
* Although located in Perth, The Community Forensic Mental Health Service is an NHS Tayside wide service, and covers Perth, Dundee and Angus.
* The post holder will be responsible for managing their own caseload across Tayside. This will involve arranging appointments, managing own diary, delivering evidence based care and treatment, providing carer support when required, carrying out mental health assessments, monitoring use of illicit substances and alcohol through assessment and urine drug screening, developing individualised care plans and risk assessments. Each patient will be offered robust MDT care planning through the Care Programme Approach (CPA), which also aims to promote patient, carer and relative involvement and ensure excellent collaborative working for the best possible outcomes for our patients. Care and treatment is delivered in patient’s homes and local clinic spaces across Tayside, and also at our base in Birnam.
* Supporting students in practice is also an important part of the role. It is expected that the post holder will have completed, or be willing to work towards completing, the practice assessor and practice supervisor training.
* The post holder will have the opportunity to work as part of a dynamic team that are committed to service development and quality improvement, and will have the opportunity to be involved in developments and quality improvement projects.
* Assessing and managing risk is also an important part of the role. Attendance and participation at multi-agency risk meetings may be required, including MAPPA and HRARG.
* Carrying out routine and urgent mental health assessments, providing timely and accurate record keeping and escalation of concerns to senior staff.
* Regular physical health monitoring and participating in clozapine clinics, including venepuncture, monitoring weight, and vital signs.
* The post holder will be required to administer medication including intra-muscular medication.
* The post holder may also be required to support the management of restricted patients in the community, including monitoring for use of illicit substances and alcohol, medication compliance routinely reporting to the Scottish Government.
* The post holder may be required to participate in clinical audits.
* The post holder will be required to prepare reports and deliver information in meetings with the multi-disciplinary team.
* Ensuring personal and team adherence to relevant legislation such as Adults With Incapacity (Scotland) Act 2000, Mental Health (Care & Treatment)(Scotland) Act 2003, Criminal Procedures (Scotland) Act 1995, Adult Support and Protection and Health and Safety legislation.
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| 1. **ORGANISATIONAL POSITION**

SERVICE MANAGERHEAD OF NURSING (LOW SECURE AND COMMUNITY)SENIOR CHARGE NURSECHARGE NURSEFORENSIC COMMUNITY MENTAL HEALTH NUSE, (this post)FORENSIC HEALTH CARE SUPPORT WORKER |
| 1. **SCOPE AND RANGE**

The post holder will be expected to practice within a legal and ethical framework as defined by:* NMC Code of Professional Conduct
* Mental Health (Care and Treatment) (Scotland) Act 2003
* Criminal Procedures Act (Scotland) 1995
* Adults with Incapacity Act 2001
* Human Rights Legislation
* Child Protection Legislation
* National, Trust and Local policy, Guidelines and Procedures
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| 1. **MAIN DUTIES/RESPONSIBILITIES**
* Demonstrate excellent decision–making skills to support the delivery of a clinically excellent, high quality service within a multidisciplinary team environment
* Develop and deliver person-centred, trauma informed and recovery focussed care plans with patients and their carers or relatives, in the community.
* Manage own caseload and diary, giving consideration to individual needs, locations and also good time management.
* Administering medication in patients own homes, clinic rooms and at Birnam FCMHT.
* Participating in clozapine monitoring through our planned clozapine clinics.
* Monitoring and supporting medication compliance
* Management of restricted patients, submitting reports to restricted patient team.
* Participating in duty worker rota, dealing with incoming calls from patients, relatives, carers and other professionals.
* Safety planning with patients in crisis and knowing when to escalate concerns.
* Carrying out mental health assessments
* Accurate recording of information on all relevant systems.
* Understanding of adult protection legislation and how and when to report concerns.
* Ordering medication
* Supporting patients in the transition from inpatient services to the community.
* Attending clinical meetings and delivering updates to the MDT.
* Supporting clinical governance through the use of audit, patient feedback, supervision and reflection on practice by self and other members of the team.
* To support the MDT in the assessment, management and co-ordination of care, utilising a variety of clinical interventions
* Participate in MDT, multi-agency/disciplinary meetings, Care Programme Approach, MAPPA and case conferences.
* Able to deliver high quality recovery focused care and treatment and ensure that relevant training and education is up to date.
* Promote equality and diversity through person centred approaches to care.
* Through successful networking with peers across NHS Tayside promote the exchange of knowledge, skills and resources
* Maintain a working knowledge of relevant national and local policies.
* Working autonomously in the community.
* Act as a practice supervisor/assessor for students
* To maintain effective communications and good interpersonal relationships with patients, relatives and other members of the multidisciplinary team
* To develop the role by using evidence-based practice and continuously improve own knowledge, in accordance with TURAS and PDP process
* Utilise appropriate risk assessment tools in order to identify actual and potential risks
* To participate in clinical and managerial supervision.
* To participate in duty worker rota, providing nursing support and clinical advice and information to patients, carers and other services.
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| 1. **COMMUNICATIONS AND RELATIONSHIPS**

The post holder must be able to make use of effective communication. Working with this client group can be challenging and will require the post holder to achieve a good balance between maintaining professional boundaries, following policies, procedures and guidelines in relation to procedural and relational security, and also developing a therapeutic relationship. The post holder will need excellent communication skills, and be able to adapt communication styles to successfully engage, de-escalate and influence patients who may be presenting in distress, agitation and with the additional complexity of the risk of aggression. The post holder will be trauma informed and have skills in establishing rapport and supporting individuals to feel safe, and in develop trusting and meaningful professional relationships. Supporting carers and relatives, listening to and acting on concerns, and working collaboratively with patients and their support networks, to support their recovery is also essential to this role. **Internal** * Patients, carers, and of their representatives
* All other members of the community nursing team
* The MDT and other agencies involved in the provision of care
* Senior nurse management team
* E-CPA meetings
* Pharmacy, Estates, Purchasing and supplies, Human Resources, Infection Control, and all other relevant departments

**External** * Scottish Government restricted patient team
* Other secure facilities, high, medium and low.
* Local authority housing & Social Work teams
* Tribunal hearings
* Prisons
* Police
* Independent Laboratories, i.e. CPMS
* Voluntary and Independent sector agencies
* Housing Departments and Associations
* Benefits Agencies
* MAPPA
* MWC
* GP
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| 1. **KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE**

**JOB*** Registered Mental Nurse (RMN) with valid NMC registration
* Ability to manage own caseload, which involves travelling throughout Tayside
* Ability to demonstrate person-centred approach to care
* Awareness of MDT working
* A professional, caring and compassionate outlook on health care delivery which respects patient’s dignity and human rights.
* Knowledge of Mental Health legislation
* Evidence of continued professional development
* Ability to work autonomously, using own initiative and with minimal supervision
* Evidence of effective communication skills
* Effective listening and interpersonal skills
* Experience and knowledge in the prevention and management of violence and aggression
* Knowledge and understanding of relevant national and local policies
* Knowledge and experience in risk assessments within mental health setting
* Understanding of the patient journey through forensic mental health services
* Knowledge and understanding of the complexities of working with individuals with severe and enduring mental illness. Knowledge and understanding of supporting individuals with difficulties with substance misuse. Knowledge and understanding of supporting individuals with a forensic history.
* Knowledge and understanding of working with individuals who have a diagnosis of personality disorder, and have difficulty in regulating emotions.
* Training and experience in venepuncture, or be willing to work towards completing training.
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| 1. **SYSTEMS AND EQUIPMENT**

**Responsibility for Records Management**All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment.The post holder is required to be familiar with various pieces of equipment and able to use on a daily basis. This may include:* Telephone and an awareness of paging systems relating to fire emergency and duty doctor
* Personal alarm systems
* Mobile phone systems, NHS business email.
* Various items of clinical equipment required to carry out specific interventions and procedures with patients, for example, alcoholmeter (removed hand held metal detectors)
* Urine drug screening
* Equipment used in the collecting of blood samples
* Computer and associated software (Microsoft Office) (health care systems)

The post holder will be required to have a sound working knowledge of a wide range of local systems that include:* Understand and have a practicable knowledge of EMIS, Trackcare, DATIX and other Information Technology software systems required to deliver a high quality safe and effective service.
* The use of electronic systems for preparing and creating reports
* Storage and transportation of confidential/sensitive information
* Referral/transfer of care pathways
* Maintenance of clinical risk assessments
* Care planning and record keeping
* Care Programme Approach
* Fire and emergency procedures
* Safe management of sharps as per national and local policies
* Personal alarm procedures.
* Manual handling procedures
* Health and Safety policies relevant to the clinical area.
* Infection control policies with a heightened awareness and management of patients with blood-borne viruses.
* Employee online
* Learn-pro
* TURAS
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| 1. **DEMANDS OF THE JOB**

These are wide ranging areas and will include:**Physical skills**Physical tasks include driving or travelling, administering IM medication, collecting blood samples as directed by medical professionals, safely transporting medication and equipment used for administering medication such as sharps boxes etcThere may be limited parking outside of a patients home, and patients often live in first floor or higher apartments in the community. Alternative venues for appointments in the local areas may be utilised.It is preferred that the post holder would have completed training in the prevention and management of violence and aggression and basic life support training.The post holder may be exposed to body fluids in the various environments they work in and may also be exposed to infectious diseases.Supporting patients in their transition from the ward to the community, attending MDT meetings in a hospital setting.**Working Conditions*** Exposure to aggression or challenging behaviour.
* Working in patients home that are poorly maintained both physically and hygienically.
* Working with sharps
* Exposure to individual’s home environments where potential weapons, drug paraphernalia & other unknown risks may be present

**Mental Demands*** Concentration to read and interpret clinical documents/patients notes.
* Concentration required to administer medication and carryout medication calculations with potential interruptions.
* Mental ability and resilience to cope with verbal aggression, abusive and/or hostile behaviour from disturbed patient.
* Being exposed to information relating to the offending of individuals which may be distressing, including child abuse, sexual violence, severe violence, neglect etc
* Carrying out mental health assessments, making clinical decisions, using own clinical and professional judgement and escalating concerns where required.

**Emotional Demands*** Communicating with distressed/anxious and worried patients or relatives
* Supporting patients with severe and enduring mental illness. Supporting individuals with moderate and severe difficulties in regulating emotions.
* Managing aggression safely, both physical and verbal.
* Supporting patients with risks of deliberate self harm and/or suicide
* Safety planning with patients who are at risk of DSH and/or suicide
* Participating in supervision, debrief and reflective practice following incident.
* Caring for patients with severely challenging behaviour and significant offending history.

**Working conditions** (required to working within a secure environment)* Exposure to confrontational patients who display verbal and physical aggression
* Exposure to additional stress of working with increased risk or conflict that can be occur within a forensic setting
* Possible exposure to body fluids, air and blood borne virus infections.

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| 1. **DECISIONS AND JUDGEMENTS**

The post holder will be required to make judgements involving a range of facts or situations, which require the analysis of data and presentations from various sources, including patients and carers, considering a range of options, and to review the judgement of others. The post holder will be clinically and professionally expected to make autonomous decisions on a daily basis.In addition the post holder will:* Work autonomously within limitations
* The post holder will be in receipt of information regarding potential victims of violence and will contribute to the formulation of risk management plans.
* Recognise own limitations in the provision of clinical care and urgency of patient needs referring to other health care professionals accordingly
* The post holder is accountable for their actions and judgements and is responsible for their actions.
* Practice is guided by professional and organisational policy, protocols, guidelines and procedures and the post holder is also required to assist in decision-making that is informed by the legal and ethical framework within which they operate.
* Post holder will be expected to demonstrate consistent, positive pro-social decision making skills.
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| 1. **MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**

Forensic mental health nursing is a speciality within the mental health field and some of the day to day challenges are managing the chaotic and complex nature of the patient group. The nurse within the forensic setting may be faced with a range of challenging situations, including:* Achieving a balance between safety, security and the therapeutic relationship and at all times recognising least restrictive practice principle.
* Maintaining therapeutic relationships with challenging patient group.
* Effective management of clinical risk (removed this - , under supervision, which can impact on the individual’s freedom of choice and autonomy.)
* Ensuring that care and treatment is person-centred, recovery focussed and meaningful to the patient, while giving consideration to public safety and protection.
* Working effectively with all other organisations who are involved ( removed this -with Mentally Disordered Offenders but who have different statutory responsibilities).
* Challenging and working towards reducing stigma
* Managing personal feelings related to index offence or child protection issues
* Lone working in the community and in the homes of patients with offending histories. Joint working may be required where increased risks are identified.
* Developing robust risk assessments.
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| 1. **JOB DESCRIPTION AGREEMENT**

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