#### JOB DESCRIPTION

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| JOB IDENTIFICATION |
| Job Title: Responsible to: Department: Directorate: Operating Division: Job Reference:No of Job Holders:Last Update:  | Mental Health Nurse Eating Disorder Advanced Intervenion Team (EDAIT) – Band 6Team Lead – Eating Disorder Advanced Intervenion Team (EDAIT)Community Mental Health Nursing ServiceMental Health DirectorateHealth and Social Care Partnership1Jan 2022 |

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| 2. JOB PURPOSE |
| Provide nursing intervention to adults with eating disorders as part of a multi-professional Fife wide team. The multi-professional team comprises of Consultant Psychiatrist, Clinical Psychologist, Dietitian, Psychology assistant and Dietetic assistant.To work in a multidisciplinary setting and be responsible for assessing, planning, implementing, evaluating and delivering care to adults with eating disorders.The post holder will have a clinical caseload and will provide specialist clinical support and guidance to other members of the team.The post holder will interface with other teams including; Community Mental Health Teams, Unscheduled Care, Primary Care Teams, In-Patient Services and other health services and agencies, including the third sector.To actively influence and inform service developments and operational policies.Provide cover for the team lead as and when required. |

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| **3. DIMENSIONS** |
| The principal role is to be responsible for a caseload of adults with high risk eating disorders inthe community.This will include carrying out medical and psychiatric assessment, care planning,medical monitoring, delivery of psychological interventions and evaluation of care.The post holder will be a core member of the team and will also provide mentoring, supervision and clinical advice where required to the multi-professional team, and to the wider mental health service in Fife. The post holder will be closely involved in contributing to high intensity multi-professional interventions to support patients and their carers/families in the community. They will liase with The Regional Eating Disorder Unit (REDU) to facilitate admission and discharge, including providing immediate post discharge follow up for patients.There is no direct financial responsibility with this post although the post holder will be expected to work collaboratively with the Team Leader and Service Manager to ensure effective utilisation of resources. This includes staffing resource as well as the effective management of supplies.To interact effectively whilst deputising for Team Leader often having to communicate around sensitive issues, e.g. complaints, staff health concerns, conflict situations.To work with clients including those subject to Care Programme Approach, Community Treatment Orders, Adults with Incapacity and Detentions under Mental Health (Care and Treatment) (Scotland) Act 2003 and any other relevant legislation.  |

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| 4. ORGANISATIONAL POSITION |
| Team LeadBand 7**Nursing Assistants / Support Workers****Student Nurses****Community Mental****Health Nurse**Band 5Community Mental Health NurseBand 6**Lead Nurse** **Community Mental Health****Nursing Service (CMHNS)****NB. Band 5 Community Mental Health Nurses and Nursing Assistants/Support Workers may not be established in all areas.** |

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| 5. ROLE OF DEPARTMENT |
| The Eating Disorder Advanced Intervention Team (EDAIT), within Fife Mental Health and Learning Disability Service, provides specialist assessment and interventions to adults with an eating disorder diagnosis. Interventions include management of medical and psychiatric risk, provision of psychological therapies, specialist dietetic interventions, meal and social support and care co-ordination.The multi-professional service works collaboratively with colleagues across a range of services in the organisation and with professional colleagues from other agencies.The service works with the most diagnostically complex cases, as well as providing support and guidance to the community mental health teams. In reach to the regional eating disorder unit based at St Johns Hospital in Livingston is also provided for Fife patients. |

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| 6. KEY RESULT AREAS |
| Clinical Practice* Responsible for the management of a caseload and for providing specialist education and support to adults with eating disorders.
* Support the development of specialist care plans, through assessment, to meet the physical, psychological and social needs of the patient. Taking into account cultural and religious diversity to ensure that the care provided is sensitive to the individuals needs.
* Ensure robust and effective physical and mental health risk assessment of patients.
* Deliver a variety of biopsychosocial interventions, in line with evidence base on a 1:1 basis, establishing safe and therapeutic relationships.
* Promote and maintain defined standards of care in line with the NMC Code of Professional Conduct, relevant legislation and NHS Fife policies, procedures and guidelines.
* Possess and demonstrate the necessary skills and knowledge to interpret diagnoses and support and educate patients and carers accordingly, whilst remaining sensitive to their needs and circumstances.
* Establish and maintain effective and meaningful communication with patients, their carers and other professionals.
* Participate in in-service training for other groups of staff.
* Contribute to the development of clinical audit programmes.
* Report to senior practitioners all relevant matters relating to patient care or any significant issues.
* Ensure clear, concise, contemporaneous reports and accurate multi-professionals records are maintained.
* Provide accurate and timely communications to GPs, Social Services and other referring agencies.
* As appropriate, assume a care-co-ordinator role for patients registered on the Care Programme Approach.
* Collaborate with other disciplines to ensure good communications and relationships.
* Ensure that clinical standards and guidelines are implemented in line with local and national policy.
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| **6. KEY RESULT AREAS (Continued)** |
|  Clinical Leadership* Give and receive clinical supervision and support colleagues in establishing and maintaining good and effective working relationships.
* Maintain and update skills and knowledge to promote personal, professional and service development.
* Supervise band 5 and assistant posts, and provide appropriate induction for new staff, as required.
* To delegate, supervise and monitor the work of other members of the team as appropriate providing care for patients and carers.
* Act as Practice Supervisor/Assessor for learners in accordance with their clinical and educational objectives.
* Act as a source of professional advice, education and support on mental health issues for other disciplines, agencies, service users and carers.
* Take all reasonable measures to ensure the safety of patients and colleagues and report any factors which may cause undue risk.
* In conjunction with the multi-professional team, actively contribute to the review and development of the service in order to initiate and develop ways to improve patient care.
* Be knowledgeable of legislation relevant to the service eg. *Mental Health (Care & Treatment)(Scotland) Act 2003, Adults with Incapacity (Scotland) Act 2000.*
* To ensure effective use of resources by ensuring effective diary management for themselves and staff under their supervision.
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| 7a. EQUIPMENT AND MACHINERY |
| The post-holder is expected to be competent in the use of clinical and administrative equipment relevant to the post, examples of which include:* Computer and relevant software applications
* Mobile phone, IT Equipment
* Dictaphone
* Syringes and needles
* Sharps disposal boxes
* Sphygmomanometers, thermometers and other medical equipment.

The post-holder will normally be expected to drive a car in order to undertake their duties. |

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| **7b. SYSTEMS** |
| The post-holder will be familiar and knowledgeable with the application of systems, policies and procedures necessary for the effective delivery of care, examples of which include:* Updating computer held records and operating computer based clinical applications
* Maintaining patient records, through appropriate documentation and rating scales.
* Clinical activity monitoring and statistical returns
* Manual and computerised patient information management systems, e.g. MORSE, Trakcare, PECOS.
* The storage, transport and administration of medicines in the community in line with the Safe and Secure Use of Medication Policy (SSUMP)
* Applying human resource policies e.g. absence management
* The post holder will be familiar with the application and effect of relevant statutory requirements such as the *Adults with Incapacity (Scotland) Act 2000* and *Mental Health (Care and Treatment) (Scotland) Act 2003.*
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| 8. ASSIGNMENT AND REVIEW OF WORK |
| * The post-holder will be accountable to the Team Lead/SCN for professional management, work review and formal performance appraisal.
* The post holder will be expected to demonstrate a degree of autonomy and decision making commensurate to their role.
* On a day to day basis work will be self-directed based on caseload needs.
* The post-holder will assign work to and supervise other members of staff as required.
* The post-holder is professionally accountable for their work and the care they provide, working within national and local policies and guidelines.
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| **9. DECISIONS AND JUDGEMENTS** |
| * Plan and implement programmes of nursing care and be responsible for treatment plans and clinical decision-making.
* Gathering and sharing information to inform clinical decision-making.
* Required to report and provide verbal and written assessments of patients / clients seen.
* Prioritise own workload, needs of patients and use objective judgement to make clinical decisions.
* The post-holder will have highly developed analytical skills based on broad knowledge underpinned by theory and experience in mental health.
* Make sound professional judgements and take appropriate action in emergency / crisis situations
* Assess clinical and operational risk on a daily basis
* The post-holder will identify appropriate interventions and respond to any changes in the service user’s condition, altering the care plan accordingly.
* The post-holder on a day to day basis and while deputising in the absence of the Team Leader, will be required to demonstrate leadership and to take clinical and managerial decisions in response to dynamic and changing clinical needs within the service.
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| 10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB |
| * Managing the demands of a clinical caseload with varied and complex patient needs.
* Managing the increasing demands of the service within the constraints of the allocated resources
* Lone working
* Working collaboratively with other professionals
* Providing urgent/routine assessment and support for individuals with high risk eating disorders, effectively assessing and managing clinical risk
* Balancing the competing demands of clinical and non-clinical responsibilities.
* Adapting to the variable and unpredictable demands of the service.
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| **11. COMMUNICATIONS AND RELATIONSHIPS** |
| The post-holder has an important role in maintaining effective communication and good working relationships with a wide range of personnel and agencies, examples of which include:**Internal*** Patients
* All staff within the multi-professional team
* Clinical and Health and Social Care Colleagues within NHS Fife
* Patient advocates

External* Patient’s relatives and carers
* Voluntary sector agencies e.g. SupportED Scotland, Autism Scotland, BEAT
* Police and criminal justice professionals
* Clinical services from other health board areas
* Other healthcare providers such as General Practitioners and care homes

The nature of the work and patient group requires the post-holder to endeavour to establish good rapport and therapeutic relationships at the earliest opportunity in order to ensure effective assessment, care and treatment.The post-holder is involved in, and may be required to plan and organise, regular clinical meetings and case reviews. The post-holder is required to participate and contribute effectively in these meetings. |

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| **12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB** |
| Physical* IT – keyboard skills
* Daily driving a car in all weather conditions
* Regularly coping with the varying demand and conditions of community locations e.g. stairs, farm lanes, etc.
* De escalaction of aggressive behaviour

**Emotional*** Regularly dealing with and communicating sensitive issues such as sexual abuse, relationship problems, bereavement and other complex trauma.
* Working daily with individuals who are distressed and whose presentation may be associated with high mental and physical risk.
* Regular requirement to support colleagues and foster a mutually supportive environment for staff, colleagues and others
* Providing episodes of care that challenge individual beliefs and values, on occasions dealing with aggressive behaviour in response to this.
* Advocating for patients, and respecting individual sutonomy whilst balancing the need to maintain patient safety.
* Supporting families and carers, whilst respecting patient confidentiality and autonomy.

Mental* Regularly composing and writing/dictating clinical letters and reports.
* High level of concentration and alertness delivering individual sessions on a daily basis using a mixture of virtual and face to face approaches as well as using other developing technology.
* Regular use of clinical and analytical skills to complete clinical assessments and mental health and physical health risk assessments
* Need to balance competing patient needs, prioritising risk and dealing with urgent and life threatening conditions in a calm and logical manner.

**Environmental*** Need to risk assess a variety of environments e.g. patient homes
* Occasional exposure to verbal and/or physical aggression for patients and carers with no immediate/available support.
* Potential exposure to unpleasant/hazardous domestic settings eg. cigarette smoke, unhygienic conditions, illicit drug and alcohol use
* Daily requirement to travel in rural and urban areas in all weather conditions
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| 13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB |
| * First level Registered Mental Nurse with post registration experience at Band 5, preferably in a community or similar environment
* Full Driving Licence

The post-holder will require:* Good written and verbal communication skills
* Professional and personal maturity with good interpersonal skills
* The ability to adapt to working in community and domestic settings
* Good time management and personal organisational skills
* The ability to work effectively within a multi-professional and multi-agency environment
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| **14. JOB DESCRIPTION AGREEMENT** |
| Job Holder’s Signature:Line Managers Signature: | Date:Date |

RECRUITMENT AND SELECTION STANDARDS

PERSON SPECIFICATION FORM

Post Title/Grade**: Community Mental Health Nurse - Band 6**

Department/Ward: Community Services – Fife Wide

Directorate Mental Health

Date: March 2021

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|  | **ESSENTIAL** | **DESIRABLE** | **MEASURE** |
| **Experience** | Relevant post registration experience in a mental health settingCase load managementAssessment and care planning of diverse cases | Demonstrable experience at Band 5 or above in a community mental health setting. | Application & Interview  |
| **Qualifications/****Training** | First level registered mental health nurse. (RMN)Relevant post-graduate qualification or equivalent level of skill gained through experience | Community related qualification or study | Application & Interview |
| **Knowledge** | Understanding of the needs of those experiencing mental health issuesTeam working Relevant Legislation, e.g. *Mental Health (Care & Treatment) (Scot) Act 2003, Adults with Incapacity (Scot) 2000* Risk Assessment and ManagementPolicies and Procedures | Audit and Research | Interview |
| **Skills** | Highly developed interpersonal, organisational and communication skillsProblem solving skills IT skillsTime managementMulti agency workingAssessment skillsCare planning | Presentation skillsReport writingTraining and education skillsSupervision  | Interview |
| **Aptitude** | Ability to work with minimal supervisionInitiativeTeam working | Lone working | Interview |
| **Other** | Ability to work flexiblyCollaborative workingAbility to travel – driving licence preferred due to geographical area. | Able to contribute to the wider mental health and health picture | Interview |

# Key

1. Does not meet minimum requirements. 2. Meets minimum requirements.

3. Above average 4. Very good