**JOB DESCRIPTION**

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| **1. JOB DETAILS** |  |
| **Job Title:** Band 5 Mental Health Nurse - Inpatient  **Reports to**: Senior Charge Nurse  **Department:** Inpatient Forensic Mental Health Nursing  **Directorate:** Directorate of Forensic Mental Health and Learning Disabilities | |

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| **2. JOB PURPOSE** | |
| As an integral member of the multi-disciplinary team the post-holder will work in partnership demonstrating compassionate caring behaviours to fulfil the key functions of the inpatient ward/department. In particular the post-holder will be responsible for the assessment, care planning, implementation and evaluation of nursing care programmes using a strength based recovery focused approach that proactively involves the person. The post holder is required to be able to undertake duties without direct supervision working in partnership with patients, carers and other professionals/ agencies in line with legislative frameworks, agreed standards and clinical policies.  Participating in regular Nurse Line Management Supervision and Clinical Supervision are critical aspects of the role. Supervising the practice of others, undertaking mentorship/ preceptorship responsibilities and contributing to the learning and development of the staff team are important aspects of this role. | |
| **3. Role of Department** | |
| The Forensic Mental Health and Learning Disabilities sub-directorate (FMHLD) is one of five sub-directorates of the Regional Services Directorate which provides services to Glasgow, the West of Scotland, and in some cases all of NHS Scotland. Inpatient care is provided through a progressive, patient focussed approach within a safe and secure environment. Treatment interventions are underpinned by risk assessment and management to maximise the rehabilitation potential of the individual patient. The focus is on maximising education and employment opportunities with a view to supervised or independent living in the community in the future. The FMHLD directorate provides inpatient care at two sites in Glasgow in addition to a Specialised Forensic Community Team.  Medium secure service: Rowanbank Clinic is a 74 bedded, purpose built, medium secure forensic unit next to Stobhill Hospital. It is Scotland’s largest medium secure unit, providing a medium secure service to the West of Scotland region. Within the Clinic, there is a 10 bed male admissions unit and 38 male rehabilitation beds across 3 wards. There are 10 female beds across 2 wards including 4 beds for female learning disability patients. There is a separate 8 bedded male learning disability ward. The learning disability beds form the national medium secure learning disability service for Scotland, funded via a National Risk Share Scheme.  Low Secure service: there are 53 forensic low secure inpatient beds provided at Leverndale Hospital, 30 male mental illness beds, providing assessment and treatment including forensic rehabilitation; 9 close supervision male learning disability beds; 9 pre-discharge (open) male intensive rehabilitation beds: and 5 female beds.    The multi-disciplinary team aim to work in partnership with patients, families, carers and other agencies to ensure care needs are prioritised and that care transitions are safely achieved. All patients being cared for have a Named Nurse who is tasked with working closely with their identified patients/carers to develop a participative, therapeutic relationship and deliver high quality nursing care in an environment where patients feel safe and secure. | |
| **4. ORGANISATIONAL POSITION** | |
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| **Senior Charge Nurse**  **Charge Nurse**  **Staff Nurse ( this post)**  **Health Care Support Worker** | |
| **5. SCOPE AND RANGE** | |
| The post-holder will be expected to work as an integrated member of the multi-disciplinary team fulfilling the key functions of the inpatient forensic mental health service. The post-holder will practice within a legal & ethical framework as defined by:   * Nursing & Midwifery Council (NMC) The Code: Professional standards of practice and behaviour for nurses and midwives, * National mental health related legislation * National and local policy, guidelines and protocols.   The post-holder as a statutory registered employee directly contributes to safe, efficient service delivery and is required to work across the mental health inpatient service (i.e. hospital site). Whilst allocated a base site, there may be requirement to travel across sites to meet the needs of the service. FDMHLD provide specialist care, assessment and treatment in secure settings to individuals with a mental disorder or learning disability diagnosis who have demonstrated offending behaviour or/and may be a risk to themselves or others as well as nursing care for:   * People requiring acute mental health care (i.e. adult & older adults) * People requiring specialist mental health care (e.g. specialist dementia care/ intensive mental health care/ rehabilitation or offender management etc.) * People requiring continued period of assessment, care and treatment for complex mental health care needs   The post-holder:   * Will work as part of the multi-disciplinary team, working the rostered shift pattern and will be responsible for providing all aspects of nursing care to a designated patient group * Will be responsible to their direct nurse line manager (refer to section 4 Organisational Position) * Will be required to take charge of the ward/department in the absence of the senior charge/ charge nurse(s) * Will undertake responsibility for monitoring the practice of Healthcare Support Workers/ junior members of staff to whom they have delegated aspects of patient care. * Is required to utilise available resources to maximum effect whilst effectively meeting the essential demands of patient care * Will be responsible for ensuring continuous professional development to meet regulatory requirements and the ongoing needs of the inpatient mental health service | |
| **6. MAIN TASKS, DUTIES, RESPONSIBILITIES** | |
| The post-holder will be responsible for:   1. Functioning as Named Nurse within a multi-disciplinary team, to a defined patient group 2. Undertaking the nursing process regarding assessment of care needs, planning, implementation and evaluation of programmes of care. 3. Carrying out risk assessment, contributing to risk management planning in consultation with the multi-disciplinary team in compliance with NHSGGC policy and procedures 4. Carrying out all relevant forms of nursing care pertinent to the individual needs of people within the defined patient group 5. Identifying and responding to the health promotion needs of patients focusing on improving the mental well-being of patients 6. Identifying and responding to the health promotion needs of patients focusing on improving the physical health of patients 7. Identifying and responding to the needs of patients which might be related to vulnerability, gender health, domestic abuse, child protection and/or self-harm. 8. Developing therapeutic relationships with patients and carers thereby ensuring that care needs are identified and met within a participative framework demonstrating principles of equality, dignity and respect accounting for spiritual and cultural diversity. Working proactively with other agencies/ services (i.e. interpreter services) to aid effective communication 9. Working within agreed competency based parameters to undertake evidence based psychological therapies/ psychological approaches to care with individuals and/or group settings where required. 10. Work in partnership with patients and carers using values based practice to formulate and deliver person centred care promoting and supporting mental well-being and prevention of relapse 11. Ensuring that professional practice (and that of others including Healthcare Support Workers to whom duties have been delegated) adheres with NMC The Code when exercising any function in relation to legislation and have regard to the principles of the Acts (i.e. Mental Health (Care and Treatment) (Scotland) Act 2003; Adults with Incapacity 2000 (AWI); Adult Support and Protection 2007 (ASP); Children & Young Peoples 2014 (CYPA) Acts). 12. Supporting the Senior Charge Nurse by participating in the maintenance of a robust clinical governance of the ward/department. This typically includes maintaining: effective communication & effective leadership: policy, procedural and standards compliance; participating in clinical audit/ research activity; application of evidence-based practice; supporting a culture of learning and innovation and implementing strategies to maintain safety /minimising risk of untoward clinical incidents. 13. Maintaining a safe clinical environment, prevention and control of infection by ensuring compliance with policies, standards and procedures 14. Ensuring strict adherence with policies, standards and procedures when assisting people with their finances and belongings. 15. Administering prescribed medication/ treatments in compliance with NHSGGC Policy; monitoring effectiveness of prescribed treatments; monitoring and effective management of unwanted side effects 16. 16. Acting as a role model for more junior staff, demonstrating caring, compassionate, professional behaviour fostering trust and confidence in the service for people in your care. 17. 17. Assume responsibility for the ward/department in the absence of the Senior Charge Nurse/ Charge Nurse and ensuring safe, effective and quality person centred care delivery. 18. 18. Participation in regular Nurse Line Management Supervision and regular performance appraisal process (eKSF) including a Professional Development Plan (PDP). 19. Participating in regular Clinical Supervision/ reflective practice 20. Monitoring the practice of others including Healthcare Support Workers/ junior members of staff to whom aspects of patient care has been delegated, including the provision of relevant support and development where required 21. Undertaking Nurse Line Management Supervision / periodically appraising the performance of junior members of staff including Healthcare Support Workers, supporting their professional development. 22. Support and supervise the practice of learners and as a mentor contributing to the ongoing quality development of the practice learning environment 23. Responsible and accountable for identifying and addressing own development needs required for ensuring safe, effective, person centred care. (Newly registered nurses require to engage in Flying Start NHS) 24. Liaison with other statutory and non-statutory agencies involved in the care and support of patients in hospital and the community with particular regard to health and social care interface services. 25. Maintaining standards of record keeping that accurately reflects contemporaneous risk assessment/ risk management and evidence based nursing care delivery 26. Raising and escalating any cause for concern through established reporting mechanisms that may significantly impede the delivery of safe, effective person centred care. | |
| 1. **EQUIPMENT AND MACHINERY** | |
| The equipment likely to be used on a regular basis will typically include: -   * Computer and associated software most notably Microsoft Office applications * Telephone, including paging and fire / emergency functions * Various items of clinical equipment required to carry specific interventions and procedures (i.e. medical emergency equipment/ moving and handling devices etc.) * 2 way radio * Personal Alarm | |
| 1. **SYSTEMS** |
| The post-holder will be required to have a sound working knowledge of a wide range of local systems which will include:   * Patient Information systems * Care-planning and record-keeping systems * Fire and emergency procedures * Care Assurance Standards (i.e. Standards for Ward Management) * Clinical and managerial policy relevant to the clinical area * Health and safety policy relevant to the clinical area * Infection control policies and guidance * Staff appraisal and professional development systems * Staff rostering systems * Systems and procedures for raising and escalating cause for concern |
| 1. **DECISIONS AND JUDGEMENTS** |
| The post-holder will be regularly required to make decisions and judgements related to:   * Prioritising fluctuating and variable nursing care needs for a designated group of patients * Identifying and tailoring nursing interventions to meet specific patient needs. * Recognising and responding to emergency situations in a manner which minimises clinical risk * Making judgements with regard to enacting the ‘least restrictive’ required measures to manage identified clinical risks * Early identification of sudden and gradual changes in the patient’s condition and responding accordingly in a manner which minimises clinical risk. * Taking into account of the role and assessed competency of others including Healthcare support Workers when delegating work. * Making judgements about the patients ability to participate in the planning and delivery of care and make informed choices in this regard * Appraising available information and making judgements about matters causing concern that require to be raised and escalated. |
| 1. **COMMUNICATIONS AND RELATIONS** |
| Internal  The post holder will be expected to communicate and liaise regularly with a wide range of professionals and departments including:   * Patients, carers and/or their representatives * All members of the multi-disciplinary team including the senior management team * Interface clinical services and other agencies involved in the provision of care (i.e. Care Programming/ Infection Control/ CMHT). * Professional Nurse Advisors/ Practice Development Nurse/ Practice Educators * Estates/ Procurement   External  The post holder will be expected to communicate and liaise regularly with a wide range of external agencies and professionals including:   * Social Services * Police Scotland * Independent Sector agencies * Housing Depts. / Associations/ Benefits agencies |
| 1. **PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB** |
| Physical Skills /Demands:   * Regular undertaking of nursing duties involving physically assisting people with impairments in the management of ever day living activities * Regular use of a range of equipment to undertake nursing duties (i.e. manual handling equipment / physical health monitoring equipment/ mobilising equipment / administration of medications etc.) * Regularly undertaking nursing duties that can be physically demanding in relation to ongoing monitoring of people and the care environment * Requirement to participate in holding/ guiding techniques for the safe management of people experiencing stress and distress   Mental Demands:   * High level of concentration required for regular reading, interpreting information, recording and inputting clinical information with accuracy * Regular requirement to complete nursing duties, balancing multiple and competing priorities responding to needs in a dynamic care environment. * Regular requirement to continuously monitor people; therapeutic engagement (observation practice); address the needs of the patient group; manage competing priorities with resources available * High level of concentration required for regular safe administration of medication including drug calculations in adherence with NHSGGC policies and procedures * Occasional requirement to manage the ward/department in the absence of a more senior nurse and balancing multiple and competing priorities in this regard   Emotional Demands:   * Regular communication with a range of people including people exhibiting stress and distressed behaviours * Frequent management of sensitive personal information related to gender, child protection, domestic abuse, vulnerability, offenses/criminal history/offending behaviour * Frequent requirement to undertake difficult conversations * Occasional requirement to undertake end of life care * Occasional requirement to manage verbal/ non-verbal expression of anger/ frustration from people who are stress/distressed. * Requirement to respond to medical and psychiatric emergencies * Requirement to manage and address own personal feelings relating to clinical incidents * Participation in significant clinical incidents (SCI)/ incident reviews   Working Conditions   * Regular exposure to bodily fluids when undertaking duties/tasks * Frequent exposure to unpleasant noise/ smells when undertaking duties/tasks |
| 1. **MOST CHALLENGING PART OF THE JOB** |
| * Effectively assessing and managing clinical risks related to suicide, self-harm, capacity, vulnerabilities and harm to others * Ensuring equal distribution of nursing care to safely meet the individual requirements of a diverse range of people on a daily basis within available resources. * Fostering effective therapeutic relationship with a diverse range of people including people who may be reluctant to engage; exhibiting stressed, distressed, challenging and offending behaviours. * Managing and addressing competing clinical priorities. |
| 1. **KNOWLEDGE, TRAINING, EXPERIENCE REQUIRED TO UNDERTAKE ROLE** |
| |  |  |  | | --- | --- | --- | | **Knowledge, Training & Experience** | **ESSENTIAL** | **DESIRABLE** | | Registered Mental Health Nurse or RNLD - level 1 NMC registration | **√** |  | | Educated to or actively working towards minimum degree level/ or equivalent experience | **√** |  | | Completion of an evidence based psychological therapies/ psychological approaches to care programme |  | **√** | | Completion of a mentor preparation programme or practice/supervisor assessor |  | **√** | | Working knowledge and application of mental health nursing care including physical healthcare | **√** |  | | Evidence of active and ongoing CPD | **√** |  | | Evidence of Clinical Supervision/ reflective practice | **√** |  | | Experience of working in the inpatient environment |  | **√** | | Working knowledge of mental health / mental illness/ wellness and recovery | **√** |  | | Working knowledge of rights, values based practice and legislation frameworks | **√** |  | | Post Registration Career Development Framework evidence of pillars of practice at Level 5 Practice (equivalent):   * Clinical practice – safe effective person centred care * Facilitation of Learning * Leadership - applied * Research and development |  | **√** | | Evidence of using digital technology/ information systems/ email and basic applications | **√** |  | | Can evidence in career history, the application of a range of skills and behaviours e.g.   * Organisational Skills * Self-directing and self-motivating * Effective written and communication skills, including negotiation, influencing, persuading, and facilitating, conflict resolution skills * Decision making skills | **√** |  | | Ability to work flexibly and to prioritise workload and adapt to meet person centred care without direct supervision | **√** |  | | Ability to form therapeutic professional relationships with others and work as a member of the wider team | **√** |  | | Working knowledge and demonstrable evidence of the NMC Code | **√** |  | |