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| **1. JOB DESCRIPTION** **Job Title : Child & Adolescent Mental Health Clinician** **Department(s) : Child & Adolescent Mental Health Service** **CAJE ID: NHSL12/003 (Revised Feb 2015)****No. of Job Holders: Numerous** |

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| **2. JOB PURPOSE**Registered Nurse AHP Social Worker or child trained Clinical Associate in Applied Psychology (CAAP) managing and delivering care to a defined caseload / group of clients / Child, Young person and their families/carers; responsible for delivering / ensuring the application of therapeutic skills and use of case management as appropriate, to ensure a high standard of quality client / patient care, working in partnership with other disciplines and agencies. The post holder has delegated responsibility as appropriate providing clinical advice and support of junior practitioners and clinical support workers in provision of care and treatment within a defined CAMH service, under the management and leadership of the team manager or Senior Mental Health Clinician. |

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| **3. ORGANISATIONAL POSITION** General ManagerNorth East UnitService Manager Children’s Services Head of Clinical PsychologyHead of Child Psycho-therapyClinical DirectorCAMHSConsultant PsychiatristsNorth CAMHS Manager **THIS POST**CAMHC Band 6Senior CAMHC South CAMHS ManagerCAMHS PMHT ManagerSenior CAMHC &or other appropriate professional leadSenior CAMHC CAMHCBand 6CAMHCBand 6**Management: Profesional Leadership:** |
| **4. SCOPE AND RANGE*** The principle role of the Post holder is to be case load holder / case manager to Children, young people and their families/carers and carry ongoing responsibility for the assessment of needs, planning of person centred care, and delivery of high standards of care, providing clinical supervision for any delegated aspects of care and treatment delivered by junior team members.
* Provision of advice and consultation on care and treatment of Young people and their families/carers with concerns around mental health including deliberate self harm presenting to non mental health services such as A&E, primary care and within other clinical settings, initiating care pathways as appropriate
* Assist and support the team manager or Senior CAMHC in the management, co-ordination, delivery and monitoring of effective, efficient and high quality clinical care within the defined setting
* Utilisation of care pathways for each young person and their family/carer within agreed protocols and criteria in collaboration with the multidisciplinary care team
	+ Assist in the ongoing development of local services through participating in working groups and/or projects within clinical area and in the wider service arena as agreed with the team or Senior CAMHC.

* Provide clinical advice, support and education to junior staff including nursing, AHP, Social Work and psychology trainees pre and post registration / post graduate students on clinical placement within the specialist CAMHS setting
* Where required the post holder will undertake a full range of duties of the Senior CAMHC in their absence.
* Participate in recruitment and selection of staff.
* Apply values based practice principles to inform decision making in all aspects of care and treatment and in interactions with colleagues
* The post holder will be required to handle funds and valuables in accordance with Standing Financial Instructions.
* Promote a healthy lifestyle and well-being providing advice to Children, young people, their families and carers in line with local and national drivers
* Proactively facilitate and foster partnership working with other service elements, relevant agencies and disciplines relevant to service delivery and client / patient and wider family health and wellbeing
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| **5. MAIN DUTIES/RESPONSIBILITIES*** + Practising within the eKSF, scope, range and competencies of the post
* Apply values based practice principles to inform decision making in all aspects of care and treatment of children, young people, their families and carers and in interactions with colleagues
* Responsibility to use their professional assessment framework to develop, implement and evaluate the Care Plan in collaboration with the client / patient and the multidisciplinary team, ensuring clinical advice and support of any junior staff.
* Make appropriate arrangements with both internal and external stakeholders to ensure seamless care during transitions of care to / from other services and when discharged from services
* Responsibility for delivering a range of evidence based and recovery focussed therapeutic interventions and treatments on a one-to-one, family or group basis defined by the department’s philosophy, and in accordance with individual client / patient need and care plan, ensuring maximisation of therapeutic engagement and contact time.
* Deliver direct patient centred care including physical, emotional and personal care in a variety of settings for example, schools, community and acute services and home environments as appropriate to the service and the young people, their families /carer needs
* Responsible for managing a clinical caseload / clinical group of clients / young people/their families and carers working as part of the multidisciplinary team, advising and supporting junior colleagues within the team in the delivery of care.
* Involve young people and their families/carers in planning care as appropriate to individual need and choice.
* Attend, participate and support the young person, their families and carers in multi-disciplinary team meetings, case conferences and Mental Health Tribunals as necessary, providing reports and views as appropriate.
* Support young people, their families and carers, working with other health, local authority and voluntary sector colleagues / organisations to facilitate smooth transitions of care
* Communicate with the young person, their families and carers in a manner which demonstrates values based practice, ensuring dignity, respect and courtesy for the individual
* Actively and meaningfully involve relevant people, including the young person, their family and carers in a shared responsibility for assessment, prevention and management of risk and positive risk taking, and individual vulnerabilities within the scope, range, skills and competencies of the post
* Work to maximise social inclusion by promoting awareness of, and coordination of social inclusion activities, supporting young people their families and carers to access community organisations and supports according to their individual abilities and choices, ensuring they are incorporated into the client / patient care plan
* Empower children, young people and their families to take responsibility for their health, well-being and future lifestyle as appropriate by practising in an open, transparent and inclusive manner, identifying their strengths and sources of personal social supports, promoting and respecting their rights, ensuring that patients / clients have the relevant information to participate in the decisions about their care and recovery.
* Bring to the attention of the line manager any inadequacy in the system, which may be to the detriment of the patients / client’s welfare and safety.
* Organise and deliver training packages to NHS staff, partner agencies including education, social work and service users and carers.

**Team Working / Leadership*** Deputise for the Senior CAMHC and act to support the effective running of the service in their absence as required.
* Ensure that changes in circumstances, which may affect delivery of care are reported to the team manager or senior CAMHC or other senior members of the multidisciplinary team
* Participate in the ongoing development of the service and the development of links with other areas of service delivery, voluntary and statutory services within the area.

 * Delegated responsibility for day-to-day activity in the clinical team / area, specific groups and treatments for client/patient groups in agreement with and defined by the manager or Senior CAMHC.
* Participate in meetings / forums as agreed with team members, and provide feedback and information as appropriate to the team.
* Provide advice, consultation and support to colleagues and agencies in the wider community
* Establish and maintain effective communication and liaison between clinical team, other professionals, and external agencies, carers, families and relevant others involved in the patients care or social circumstances.
* Participate in promoting clinical professionalism.
* Take an active role in clinical networking with other services
* Assist the team manager / senior CAMHC in the achievement of performance objectives.
* Responsible for the supervision and performance appraisal of junior staff within their team **where appropriate** as delegated by the senior clinician.

**Legal & Ethical*** Be fully compliant with the appropriate professional Codes of Professional Conduct and the other relevant guidance documents, which support and maintain standards of professional practice for nurses and midwives, AHP’s, Social Workers and CAAP’S.
* Maintain patient records in accordance with Professional Standards and NHSL Information governance standards
* Assist the manager or Senior CAMHC in the development of clinical practice in line with NHSL guidelines/ policies/ protocols/ procedures / best practice statements; Professional Body requirements; National Quality Standards and Scottish Government Health Department policy and guidance.
* Respect at all times the confidential nature of your work and the rights and choices of clients / patients and their carers in regard to confidentiality, ensuring clients / patients are aware that certain information may have to be shared with other members of the clinical team or other authorities where there is concern for the health, safety or welfare of the young person or others, in accordance with guidance and protocols of the Lanarkshire Data Sharing Partnership.
* Ensure young people and their families have sufficient information to consent to any aspect of care and treatment. If capacity to consent is impaired ensure additional assessment, input or safeguards are initiated.
* Assist team manager or Senior CAMHC in ensuring the health and safety of staff, patients and carers within the service and report any health and safety deficiency as appropriate. Ensure safe working environment and practices in accordance with Health & Safety legislation and compliance with locally agreed protocols.
* Apply the principles and safeguards of legislation, relevant to the clinical area and client / patient group, to support the care and treatment of clients / patients, carers and dependents
* Ensure compliance with Lanarkshire Data Sharing Partnership policy and guidance, and information governance standards regarding accessing, sharing, use and storage of information

**Clinical Governance*** Assist the team manager or Senior CAMHC in implementing and evidencing the Clinical Governance Framework and Staff Governance Framework within their sphere of responsibility
* Assist the team manager or Senior CAMHC in implementing, monitoring and auditing evidence based clinical standards to ensure that practice is evidence based and current.
* Participate in developing and implementing local policies by contributing to the work of local working/steering groups as agreed with the team leader / senior charge nurse or practitioner
* Assist team manager or Senior CAMHC in the implementation and monitoring of clinical policies and procedures in line with NHSL guidelines, professional body requirements, Scottish Government policy and guidance, legal requirements, emerging evidence and changing practice.
* Implement, maintain and monitor standards of care based on research evidence available and national quality standards.
* Ensure safe working environment in accordance with Health & Safety legislation and report any deficits to the team manager or senior CAMHC.
* Involve clients / patients and carers in monitoring and development of services.
* Attempt to resolve informal complaints as they arise and assist the team manager or Senior CAMHC in gathering data / resolving complaints which progress via the formal complaints procedure.
* Reflect on professional and clinical performance, including the emotional impact on self of working within the clinical area and engage in regular clinical supervision in accordance with NHS Lanarkshire clinical supervision guidance and policy
* Assist the organisation to achieve its performance objectives, including the delivery of HEAT Targets, Crisis Standards, Rights Relationships and Recovery Actions, NHSQIS Quality Standards of care and service delivery and MWC recommendations.

**Training & Development*** Actively contribute to the development of an atmosphere and environment, which promotes and facilitates learning, regularly liaising with local and regional education facilitators and team or Senior CAMHC to support learning and practice development in the clinical area
* Where a first level registered nurse perform formal mentorship role, including Sign-off mentorship for pre-registration Nursing Students and for newly qualified nurses undertaking the Flying Start Development Programme and/or equivalent for other professional groups
* Where a first level registered nurse participate in annual updates to maintain Sign-Off Mentorship status and ensure registered nurses in the clinical area also keep live their sign off mentorship status and/or equivalent for other professional groups
* Participate in the provision of clinical advice and support of other staff as appropriate in accordance with NHSL clinical supervision policy.
* Participate in developing and delivering induction programme and educational and training programmes/materials, relevant to the clinical field for colleagues, other disciplines, students and staff from other agencies and organisations in agreement with the team leader / senior charge nurse or practitioner
* Act as a resource for clinicians and others to ensure that contemporary information is available on clinical practice issues.
* Undertake appropriate continuing professional development as identified within the personal development planning process and eKSF
* Participate in all in-service training/study days as required in response to client /patient and service need.
* Ensure contribution to the evidence base within the clinical field by sharing good practice through networks, conferences and publications

Public Health/Health Promotion* Participate in the identification of health needs of the local population accessing the service.
* Promote a healthy lifestyle and well-being providing advice to patients / carers in line with corporate health promotion strategy and mental health and wellbeing strategy
* Demonstrate knowledge of the determinants of ill health and appropriate interventions. Be aware and give advice on issues relating to health education/promotion and health improvement.
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| **6. EQUIPMENT & MACHINERY**All equipment that may be used in the monitoring or delivery of clinical care and data recording* Personal Computers – Data input and transmission
* Use of multi media equipment in the delivery of training applied in differing NHS and non NHS locations (up to 30% of time)
* Use of psychometric testing equipment (for psychology)
* First Aid equipment.
* Mobile phones
* Communication aids
* Car (community based posts)
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| 1. **SYSTEMS**
* Use of Information technology to input and produce data and reports (Word, Excel, Email etc, Electronic Patient Information Systems), ensuring compliance with data protection policy, standards for information governance, and guidance on information sharing from the Lanarkshire Data Sharing Partnership
* Systems for manual recording of client / patient relevant clinical / non clinical information
* Systems for routine data collection and performance monitoring
* Supporting the team in implementing and monitoring are range of systems including care planning systems, daily client / patient reports, review notes, assessment tools, recording of medications administered, pharmacy orders, and stores orders etc.
* Implement the agreed NHS Lanarkshire systems and processes for clinical supervision, mentoring, and eKSF / PDPs as appropriate
* Utilisation of Integrated Care Pathways
* Ensure compliance with all systems related to regulatory codes of practice and legislation e.g. Mental Health Legislation, CPA, MAPPA, NMC registration
* Participate in ensuring robust systems are in place to monitor issues related to legislation.
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| **8. DECISIONS & JUDGEMENTS*** Exercise clinical decision-making and judgement in response to change of the young persons condition and ensure effective liaison with the team leader / senior charge nurse or practitioner, medical staff or relevant other professionals and agencies.
* Take delegated charge of clinical decision making area in the absence of the team manager / senior CAMHC making judgements and decisions on the effective running of the service and delivery of care in their absence, seeking advice from the service manager as required
* Delegated responsibility for changes to workload in response to clinical need / risk or unexpected staff absence seeking advice from managers as appropriate in the absence of the team manager/ senior CAMHC.
* Participate in joint working, and organise / participate in joint working processes with multi-professional colleagues, making judgements and decisions from a professional perspective e.g. MAPPA, CPA
* Make judgements and decision based on complex information in association with other members of the multidisciplinary team and independently in their absence, seeking advice when necessary
* Delegated responsibility for personal / professional development planning and appraisal of junior staff where appropriate.
* Delegated responsibility for the ordering of stocks and supplies, ensuring adequate supplies for the requirements of the service as appropriate.
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| **9. COMMUNICATIONS & RELATIONSHIPS*** Responsible for the development of effective liaison, communication and close working relationships with colleagues in health services and other statutory and voluntary service providers.
* Responsible for the development of therapeutic relationships with children, young people and their families/carers
* Communicate highly complex information regarding the management of mental health problems to colleagues and other disciplines / professions, clients / patient and carers in a manner that is clear and easily understood.
* Communicate with patients and their relatives using a variety of communication skills, for example persuasion, active listening and communicating with patients with impaired communication skills due to their physical/mental health, ensuring access to interpreters or communication aids as required.
* Develop and maintain effective communication systems and processes and working relationships with other professionals, carers, families and relevant others relevant to the patients / clients health and welfare.
* Produce written reports, papers and plans as required.
* Using power point, word, access and other software packages to deliver training and assist in data collection and communication

 * Provide verbal and written information within the clinical team and across teams and services to ensure effective communication between clinical staff, clinical teams and line managers
* Work as a fully integrated member of a multi-professional team.
* Participate in working groups as delegated by the team manager / senior CAMHC, including service modernisation groups, project boards and short life working groups.
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| **10. DEMANDS OF THE JOB (physical, mental, emotional)**Physical* Moving and handling of clients / patients and healthcare associated equipment. This requires formal moving and handling training and updates.
* Combination of frequent changes between walking, sitting and standing
* Physical management of aggressive incidents including de-escalation, and control and restraint of clients / patients. This requires formal management of aggression training with updates
* Driving as appropriate to the role (essential for crisis and community based posts)

**Mental Demands*** Ability to multi-task due to frequent interruptions
* Unpredictable work pattern with requirement to respond to unscheduled referrals and demands on service
* Periods of sustained and intense concentration whilst delivering direct client / patient care e.g. whilst delivering clinical engagement and observation levels; whilst carrying out 1-2-1 interviews and interventions
* Routinely working with young people and their families/carers who present with complex and challenging, disturbed or risky behaviours.
* Ability to concentrate for periods whilst producing written reports or carrying out patient assessments
* Concentration required for driving (crisis and community based posts).

Emotional Demands* Escorting of, and intervention with Children, young people, their families and carers across hospital and community settings, including clients / patients detained under Mental Health Legislation or those presenting with difficult behaviours
* Frequent exposure to highly distressing or highly emotional circumstances, working with children, young people and their families/carers who present in mental health crisis, having to ensure robust risk assessment is carried out to maintain their health, safety and welfare. This can present exceptional challenges both in working with the clients / patients and their carers, the ability to discuss highly sensitive issues and in managing personal emotional responses to the work e.g. disclosure of child protection allegations
* Ability to identify, provide and promote appropriate means of support to staff exposed to highly distressing situations and severely challenging behaviours.
* Working in highly unpleasant conditions in relation to disposal of client / patient related healthcare waste (blood, urine, faeces, vomit, etc) and contaminated materials in conjunction with approved infection control procedures
* Working alone/ travelling alone, frequently on a daily basis (community based post).
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| **11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**.* Working within an emotionally and physically demanding environment where challenging behaviour can occur or distressing situations are encountered due to the nature of patient/client group and nature of the work undertaken.
* As part of the multi-disciplinary team and having responsibility for a defined caseload / group of patients / clients, makes complex decisions around assessment and appropriate route of follow up of patients in mental health crisis / patients with mental disorder and/or initiating comprehensive management plans
* Maintaining effective communication with patients/clients with mental disorder including mental illness, personality disorder or learning disability and often associated physical health problems
* Providing information to children, young people and their families/carers on sensitive clinical and legal issues e.g. legal/detention information, child protection issues
* Managing an unpredictable work pattern with requirement to respond to unscheduled referrals and demands on service and unpredictable needs of patients / clients
* Teaching and supervising junior staff as appropriate, AHP, Social Work, Nurse and CAAP learners and pre-registration nursing students whilst working within a busy clinical environment / service.
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| **12. KNOWLEDGE, TRAINING AND/OR EXPERIENCE REQUIRED TO DO THE JOB*** Registered Nurse, AHP or Social Worker AHP or Social Worker with evidence of relevant experience and appropriate post registration training that fulfils the competences of this post or be qualified as a child trained Clinical Associate in Applied Psychology (CAAP)
* Educated to Degree Level.
* Further education/evidence of Continuous Professional Development in area of speciality including study days/courses/post graduate qualification.
* Willingness to undertake for example completion of Suicide Prevention Training; Mental Health Act e-learning materials; New to CAMH’s training
* The post holder will possess excellent team-working/leadership skills and have the ability to motivate others and work using own initiative.
* Excellent listening, communication and interpersonal skills.

Effective time-management  |

**The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs.**

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| Job Description Agreement**Job Holder’s Signature Date**Head of Department Signature Date |