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**JOB DESCRIPTION**

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<b>DATE :</b>	301-HF051-
<b>REF NO:</b>	12

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**JOB DETAILS:**

<b>JOB TITLE:</b>	Nurse
<b>BAND:</b>	6
<b>HOURS:</b>	37.5
<b>DEPARTMENT:</b>	CRHT West
<b>LOCATION:</b>	Haywood Lodge, St Georges Hospital
<b>REPORTS TO:</b>	Team Leader
<b>ACCOUNTABLE TO:</b>	Senior person in charge of service at any time (Shift Co-ordinator)
<b>RESPONSIBLE FOR:</b>	assessing mental health crises and delivering safe and effective home treatment for an identified client group in accordance with that persons wellbeing and recovery action plan where one exists or creating such a plan where not.

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**WORKING RELATIONSHIPS:**

<b>INTERNAL:</b>	Other team members, other clinical teams eg CMHT's, Liaison, EIT, Primary Care and wards. Support service personnel.
<b>EXTERNAL:</b>	Primary Care services, service users and carers, Emergency services, voluntary and 3 <sup>rd</sup> sector services, local government services, housing services,

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**JOB PURPOSE:**

Band 6 nurses have a crucial role in assessing mental health crises in individuals referred to the service and supporting the delivery of safe and effective home treatment for an identified client group and in accordance with a wellbeing and recovery action plan

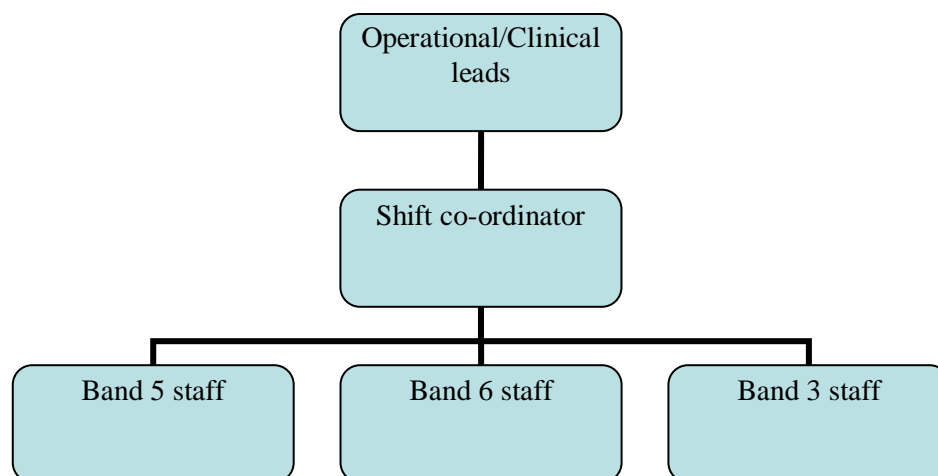
The postholder will participate in the delivery of the agreed aims and objectives of the service and identify factors which may inhibit these from being achieved. They will assist in the delivery of a high standard of nursing care to service users referred to the team. They will implement agreed systems for the monitoring of effectiveness of care. They will participate in the education and management of junior staff.

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### **ORGANISATIONAL STRUCTURE:**

- *Include an organisational chart that clarifies accountability and reporting arrangements in relation to the job.*



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### **KEY DUTIES AND RESPONSIBILITIES:**

- Leading on the assessment of people referred to the service.
  - Contribution to the delivery of home treatment through nursing care to an identified community client group and within a multi disciplinary team.
  - The facilitation of early discharge from hospital.
  - Development and maintenance of effective communications within the area of work and promotion of positive working relationships with individuals, departments and other agencies.
  - Organizing and delivering informal, team-based, training to the wider team which focuses on the particular needs of older people with functional mental health problems.
  - Managing time effectively to ensure the best use of people and resources, informing senior members of the team when issues impacting on service delivery become apparent.
  - Helping to ensure a positive and professional image of the team is maintained through collaboration, role modelling and openness.
  - Adhering to legislation, policy, procedure and guidance from the Trust and other relevant professional bodies
  - Maintaining compliance with the required range of mandatory and statutory training as well as with the requirements of registration with the Nursing and Midwifery Council
  - To provide an active involvement in the assessment, development, implementation and evaluation of service user care, which focuses on ensuring that service users are supported to remain in their own homes wherever hospitalization can be safely and appropriately avoided.
  - Contribute to, and facilitate the completion of, wellbeing and recovery action plans and impact on safety assessments.
  - Monitor the mental and physical health of the people for whom the service is provided using agreed and evidenced based tools.
  - To monitor the effects of prescribed medication and (where agreed through the use of patient group directions or PGD's and with appropriate training) provide medication for service users.
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- Ensure that the needs and views of carers, friends and family are considered (where this is deemed appropriate) and wherever possible that this is with the express consent of the service user. Ensure any appropriate carer assessments are carried out or arranged as required.
- Exchange information with other professionals, teams and organizations
- To supervise and support staff in Bands 2-5 and report any concerns to the team leader or another senior team member when the team leader is absent.
- Participate in any clinical audit as required.
- Participate in, and where appropriate deliver, clinical supervision.
- Participate in managerial supervision.
- Participate in the knowledge and skills framework appraisal process.
- Undertake an active role in the agreed induction process for new staff
- Contribute to the annual training plan for the clinical area
- To coordinate the workload of the team on an as required basis.
- Take ownership of the training requirements of the post, booking and attending training as required.
- Contribute to the achievement of the key performance indicators for the Trust.
- Use and populate the Trust's IT systems as required.

### **JOB STATEMENT:**

<b>Infection Control</b>
Maintain an up to date awareness of the infection control precautions relevant to your area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precautions and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance, such as that published by NICE.
<b>Learning and Development</b>
As an employee of the Trust, you have a responsibility to participate, promote and support others in undertaking learning and development activities. This includes a proactive approach to ensuring you meet the statutory/mandatory training requirements of your role, and engaging in KSF appraisal processes in line with Trust policy and guidance.
<b>Health and Safety</b>
As an employee of the trust you have a responsibility to abide by the safety practices and codes authorised by the trust. You have an equal responsibility with management, for maintaining safe working practices for the health and safety of yourself and others.
<b>Trainee Status</b>
As an employee of the Trust you have a responsibility to abide by the principles outlined within this job description, you are afforded Trainee status in recognition of the need to work towards attainment of the competences assigned to the role.
<b>Constitution, Competence and Capability</b>
As an employee of the Trust you have a responsibility to promote and abide by the rights and responsibilities outlined in the NHS Constitution. You are additionally expected to adhere to

Organisational/National/Regulatory Codes of Practice relevant to the role you are employed to undertake. At all times it is expected that you will limit the scope of your practice to your acquired level of competence and capability.
<b>Dignity at Work Statement</b>
South Staffordshire and Shropshire Healthcare NHS Foundation Trust are committed to treating all of our staff with dignity and respect. You are responsible for behaving in a way that is consistent with the aims of our Equality and Diversity Policy. This includes not discriminating unfairly in any area of your work and not harassing or otherwise intimidating other members of staff.
<b>Safeguarding Children and Vulnerable Adults</b>
All Trust employees are required to act in such a way that at all times safeguards (and promotes) the health and well being of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training.

## PERSON SPECIFICATION

*The purpose of the person specification is to identify the knowledge, training, experience and skills required to do a specific job. This includes specific practical, professional, specialist, technical and non-technical skills and knowledge. In doing this, ask the following questions:*

- *What are the general educational requirements of the post holder?*
- *What professional qualifications does the post holder require?*
- *What knowledge and skills can be gained through job experience where a qualification may not be essential?*
- *What practical experience or skills are required to do the job?*
- *What skills, knowledge or education is essential to do the job and what is desirable?*

<b>JOB TITLE:</b> <b>Nurse</b>	
<b>DEPARTMENT:</b> <b>CRHT East</b>	<b>BAND:</b> 6

\*Assessed by: A = Application    I = Interview                    R = References    T = Testing

<b>ESSENTIAL CRITERIA</b>	<b>*</b>	<b>DESIRABLE CRITERIA</b>	<b>*</b>
<b>QUALIFICATIONS &amp; TRAINING</b>			
Be a Registered Mental-health Nurse as defined by the Nursing and Midwifery Council and be active on their register.	A	Non medical prescribing qualification	A/I
Ability to use computers and other information technology as required	A		
<b>EXPERIENCE</b>			
Have at least 12 months post-registration experience	A/R		
Have previous experience of working in the community	A/R		
<b>SKILLS, KNOWLEDGE &amp; ABILITIES</b>			
Have knowledge of current initiatives impacting on the service	A/I	Psychological therapy training	A/I
Have a working knowledge of risk assessment and management	A/I		

related to the area			
Can demonstrate the skills required to work within and across teams and professional boundaries	A/I/R		
Be able to lead assessments confidently and competently	A/I/R		
Have excellent communication skills	A/I/R		
<b>PERSONAL ATTRIBUTES</b>			
Have the ability to prioritise own workload and the workload of others and meet set deadlines	A/I		
Ability to travel to locations	A/I		
Flexible approach to duties	A/I/R		

<b>JOB HOLDER</b>	<b>SIGNATURE</b>
	<b>DATE</b>
<b>MANAGER</b>	<b>SIGNATURE</b>
	<b>DATE</b>