



BIRMINGHAM AND SOLIHULL MENTAL HEALTH NHS FOUNDATION TRUST

JOB DESCRIPTION

Job Title:	Non-medical Prescriber – Primary Care Network
Grade:	Band 7
Reporting to:	Primary Care Hub Manager
Accountable to:	Community Service Manager
Location:	South Birmingham Alliance Primary Care Network

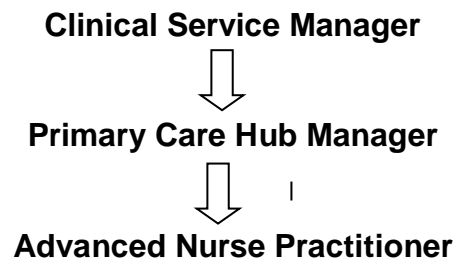
Job Purpose: The Non-Medical Prescriber (NMP) will work across the Primary Care Network providing Adult mental health clinical leadership and expert support to colleagues and partners. The NMP will be responsible for non-medical prescribing, managing an age inclusive caseload with specialist older adult focus, facilitating triage clinics and coordinating SMI physical health clinics & required monitoring. The NMP will be responsible for the provision of professional supervision and promoting a culture of quality care which is compassionate and competent.

Job Summary:

- Provide expert mental health clinical leadership and delivery of effective clinical intervention, advice and support across primary care.
- To ensure a culture of care and partnership that enables colleagues and empowers service users.
 - Leadership within the triage function of the integrated service to include strong clinical and communication with both FTB & BSMHFT, primary care and VSCE
 - In conjunction with team, responsibility for and facilitation of the physical health clinics and supporting primary care with annual SMI Physical health checks
 - Support primary care with robust monitoring of physical health screening for SMI service users, following up on hard to reach or engage service users
- Provision of clinics to support people with mental health issues in primary care; to lead and/or oversee nurse prescribing clinics plus actively practice as a non-medical independent nurse prescriber
- Provision of professional supervision as required
- Provide mental health expert support to colleagues with specialist focus on older adults
- Ensure effective and skilled clinical interventions are provided to service users to meet their Individual needs.
- Ensuing colleagues are competent, purposeful and provide outcome focused interventions.

- Utilise a psychologically informed approach to supporting the environment in which you work

Organisation Chart:



Key Communications and Working Relationships

Internal: Primary Care network/CMHTs/ Psychiatric liaison/ acute care teams/ 24 hr helpline/FTB/specialist mental health services/older adult community mental health teams.

External: Social services, care home clinicians, primary care colleagues, care providers.

Principle Duties and Responsibilities

Managerial

- Provide supervision and support
- Responsible for nurturing and promoting a positive learning environment exists
- Working with corporation across partnership organisations
- As a senior clinician in the team, ensure the skill set and expertise of colleagues is appropriate to the needs of their clinical work with specialist focus on older adults. This may include joint supervision and appraisals with the Hub Manager
- Demonstrate decision-making and problem solving skills as a senior member of the team
- To demonstrate clear leadership and support to the Hub Manager and colleagues
- To develop personalised care plans and support for people with mental health needs so they receive helpful intervention, maximising engagement and improving outcomes.
- To support colleagues in developing and building effective communication between community services, and other agencies and services.
- In conjunction with the Hub Manager, support the team to fully embrace all aspects of the Integrated model; this will include work to develop and highlight good practice.

- To contribute to and lead on the implementation of local and national objectives.

Clinical Responsibilities

- To use NMP skills and expert knowledge to undertake triage clinics, and assessment of physical and psycho-social needs of service users
- Responsible for own independent nurse prescribing and the development of nurse prescribing within the service if required including nurse prescriber led clinics ; either leading or overseeing
- Responsible for oversight and support of complex care cases within the Primary Care Environment
- Ensure colleagues undertake; comprehensive needs assessments, risk assessment manage, undertake crisis planning and management, assess and respond to carers' needs, care planning and reviews.
- Ensuring that quality personalized needs led care plans are in place
- Responsible for ensuring service user and carer experience is positive, empowering and enabling.
- Responsible for ensuring that effective clinical interventions are evidence based provided by a skilled and knowledgeable team who are fit for practice and have relevant supervision.
- Responsible for ensuring that all staff communicate professionally so sensitive and complex issues are shared with empathy and care for the benefit of service users/carers.
- Ensure all service users have an up to date integrated care record, reflective of their needs,
- To assist people to achieve maximum independence through the use of care programmes, which are culturally sensitive, individualised, safe and consistent with accepted practice.
- To receive formal managerial supervision from Hub Manager and clinical supervision from an appropriate adult expert.
- To initiate, develop and implement evidence based clinical practice.
- To participate / lead on safeguarding issues within the service.
- To support and participate in the Neighbourhood MDTs as directed by the Hub Manager
- To take an active role in upskilling and training for primary care staff around the management of Mental Health

Administrative Responsibilities

- To ensure accurate, up to date clinical records, ensuring access to all relevant clinical systems across primary care, FTB and BSMHFT
- To maintain any official documentation as required, including an official diary.
- To support and participate in the multi-disciplinary team's formal review process.to ensure that assessments and care plans produced by the teams are relevant, accurate, evaluated, person and recovery focussed and objective,
- Ensure the application of all Birmingham & Solihull Mental Health Foundation Trust & FTB & Primary care policies and procedures.

Educational Responsibilities

- To be personally responsible for one's own practice, supervision and personal development
 - To ensure own professional development by participating in in-service and post-basic training courses.
 - To be responsible for creating an environment which is conducive to the training and development of all staff employed with the team, taking into account their personal objectives, needs of the service and the benefits to their professional practice.
 - To maintain/update nurse prescribing skills as required/appropriate.
- Professional Responsibilities

Professional Responsibilities

- To practice at all times in accordance with the Nursing and Midwifery Councils Professional Codes of Conduct/Practice.
- To observe the legal requirements of the Mental Health Act 1983, and the Patients in the Community Act 1995, and to practice in accordance with requirements of the Codes of Practice.
- To adhere to all BSMHFT & FTB policies and protocols and to keep up to date in understanding these policies, attendance at team meetings and in supervision.
 - To observe confidentiality on all matters relating to client care and treatment, in accordance with the code of Conduct on Confidentiality.
 - To report without delay any complaints made by clients, carers, staff and members of the public to the team manager.
 - To be involved in research and projects to help maintain a high standard of professional knowledge.
 - To maintain own professional portfolio and keep up to date with new developments.
 - To practice in a professional manner, acting as a role model through practice, positive attitude and presentation to staff, other agencies, clients and carers.

Clinical Governance

- To lead and develop Clinical Governance initiatives within the service.
- To be an active participant in local Clinical Governance and any relevant primary care meetings
- To work alongside the Hub Manager and as directed by them to ensure that team standards are set and monitored.
- To monitor standards, ensuring quality and consistency and to take action where any shortfall occurs.
- To ensure all team standards are audited on a regular basis.
- To develop and contribute to the service practice by participating in the development, implementation and evaluation of quality initiatives and research.
- To participate in audit and participate in directorate wide quality groups as required
 - To ensure compliance with any relevant care plan quality audits.
 - To be compliant with timely record keeping and contact recording
 - To be compliant with fundamental training
 - To work toward compliance with any relevant performance metrics
 - To receive improvements in stakeholder satisfaction; sources being from

service users, carers, commissioners, MDT, students.

- To be a safe nurse prescriber and compliant with medicines code.
- To demonstrate evidence of clinical supervision related to NMP function and clinically within respective service.
- To demonstrate evidence of achieving personal objectives highlighted in supervision

General

Confidentiality

It is a condition of employment that staff will not disclose any information obtained in the course of their duties other than to those entitled to receive it. The post holder must ensure that the confidentiality of personal data remains secure and the terms of the Data Protection Act and relevant trust policies are met in respect of information held on the Trust's computerised systems.

Equal Opportunities

The Trust is committed to equality of opportunity. All staff are required to comply with current legislation, trust policies and guidance good practice and the NHS Executive's Planning & Priorities Guidance 1996/7.

Conduct

It is expected that all employees will conduct themselves and represent the Trust in a responsible manner and comply with all policies and procedures;

Risk Management and Health & Safety

The post-holder will ensure compliance with the Trust's Risk Management policies and procedures; these describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, employees and visitors from harm, and stress that all employees have a responsibility to minimise risk. The post-holder will be required to observe local Health & Safety arrangements and take reasonable care of him/herself and the persons that may be affected by his/her work;

Safeguarding

All members of employees have a duty to safeguard and promote the welfare of vulnerable adults, children and young people in all relevant areas of their work. This will include any timely attendance at relevant training events and compliance with the Safeguarding Procedures;

Training, Education and Development

All employees have a responsibility to participate in regular appraisal with their manager and to identify performance standards of the post. As part of the appraisal process every employee is responsible for participating in identifying his or her own training and development needs to meet their KSF outline;

Research and Development

Research and development is at the heart of providing effective treatment and high quality services, supporting a culture of evidence based practice and innovation amongst employees. All employees have a duty to be aware of and comply with their responsibilities for research governance, whether as researchers, as part of the team caring for those participating in research or as research participants themselves;

Control of Infection

All employees whether clinical or non-clinical are required to comply with the Health and Social Care Act 2008: Code of Practice for health and adult social care on the prevention and control of infections and related guidance;

Therefore the post-holder is expected to keep patients, visitors, themselves and other employees safe by continuously reducing the risk of healthcare associated infections;

As a manager the post holder is required to ensure that infection control responsibilities are clearly identified, allocated and understood within your team and that appropriate resource, training and support is provided to ensure that they are compliant with Trust policies and procedures on Infection Control and Hygiene;

As a manager the post holder is required to ensure that employees are supported in

attending the necessary training and on-going professional development to support their responsibilities and ensure full awareness of infection control and hygiene;

Governance Standards

Comply with the relevant Governance Standards applicable to the Trust as communicated to the post-holder from time to time;

Records Management

Maintain Trust and patient records (both paper and electronic) in accordance with Trust policies to facilitate clinical care and effective administration;

Freedom of Information

Provide advice and assistance to all persons who propose to make, or have made requests for information, and to ensure all requests for information are managed appropriately in accordance with Trust Freedom of Information procedures;

Standards of Professional and Business Conduct

The post-holder will be required to comply with the Trust's Standing Orders and Stranding Financial Instructions, and at all times deal honestly with the Trust, with colleagues and all those who have dealings with the Trust, including patients, relatives and suppliers. The post-holder will also be required to comply with the Code of Conduct for NHS Managers and/or the relevant professional Codes of Conduct;

Data Protection

Comply with Trust Policies and the Data Protection Act in all respects, with particular relevance to the protection and use of personal and patient information;

Security

Comply with Trust policies to ensure there is a safe and secure environment that protects patients, employees and visitors and their property, and the physical assets and the information of the organisation;

Smoking

The Trust operates a No Smoking Policy.

Mobility

This is a Trust Wide appointment and travel around the Trust may be required;

Flexibility

BSMHFT is currently working in a climate of great change within the NHS. It is therefore expected that all employees will develop flexible working practices both within the Trust on a cross-directorate basis, and across Trust's and other organisations to meet the challenges and opportunities of working within the new NHS, which could include taking on new and changing responsibilities, according to the needs of the directorate;

This job description is a reflection of the current position and a summary of the key tasks and may change in light of the developing organisation and in consultation with the post holder.

It is the practice of the Trust to regularly examine employees' job descriptions and to update them to ensure that they relate to the job being performed or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager and those working directly to him or her. You will therefore be expected to participate fully in such discussions and in connection with them and to help re-write your job description to bring it up to date if this is considered necessary or desirable. The aim is to reach agreement on reasonable changes, but if agreement is not possible the Trust reserves the right to insist on changes to your job description after consultation with you;

Work will be managed rather than supervised;

Environment

BSMHFT is a major NHS Trust and we pride ourselves in the unique environment which exists for all employees. An environment where innovation is encouraged, hard work rewarded, and where our employees play an inclusive role in new developments;

Health and Safety

Staff must ensure that they are familiar with the requirements of the Health and Safety at Work Act (1974), the Trust's Health & Safety policies/codes of practice or regulations applicable to the work place.

Birmingham and Solihull Mental Health Foundation NHS Trust is a major NHS Trust located conveniently to the centre of Birmingham, as a Trust we pride ourselves on the unique environment, which exists, for all our staff.

An environment where innovation is encouraged, hard work rewarded and where our staff, play an inclusive role in new developments.

This job description is indicative only, and the post will continue to evolve as the Trust's priorities develop. It will therefore be revised in consultation with the post holder from time to time and not less than annually. You may also be required to provide cover in other areas following appropriate discussion.

This job description is indicative only, and the post will continue to evolve as the Trust's priorities develop. It will therefore be revised in consultation with the post holder from time to time, and not less than annually. You may also be required to provide cover in other areas following appropriate discussion.

Additional Information

Job Description Agreement

Budget Holder	Signature
	Name
Post Holder	Signature
	Name
Date	

Birmingham and Solihull Mental Health Foundation NHS Trust is a major NHS Trust located conveniently to the centre of Birmingham, as a Trust we pride ourselves on the unique environment, which exists, for all our staff.

An environment where innovation is encouraged, hard work rewarded and where our staff, play an inclusive role in new developments.