HUMBER TEACHING NHS FOUNDATION TRUST
JOB DESCRIPTION

Job Title: **Clinical/Professional Team Lead**

Band: **7**

Department: **Mental Health Support Teams**

Responsible to: **Service Manager**

Responsible for: **Clinical & Professional Leadership**

Location: **East Riding**

Job Role Summary

- The post holder will clinically & professionally lead a team of dedicated Senior Practitioners and Education Mental Health Practitioners working in the East Riding Mental Health Support Teams.
  This role involves a high level of professional autonomy, to ensure the teams are well led and managed. In partnership with the Service Manager, you will develop an innovative, service which provides children and young people aged 5-18, and their families, with early interventions and support for mild to moderate mental health problems.

- The post holder will play a key role along with the service manager clinical lead and commissioners (Local Authority and NHS) in contributing to the continued roll out of Mental Health Support Teams across East Riding. This will be done in line with national policy and guidance. (DHSC, DfE & NHS England and Improvement).

- The post holder along with the MHST will support the system to ensure CYP's who present with more complex needs that require a specialist mental health assessment and/or intervention will be transferred accordingly into more specialist services such as social care and specialist camhs services when required.

- The post holder will ensure the 3 functions of the MHST are implemented these are targeted interventions, advice support consultation and training and whole school approaches.

- The post holder will provide clinical advice, guidance consultation and training to schools, colleges, and parent/carers.

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Core Function

- The post holder will offer line management to a dedicated team of Senior Practitioners and Education Mental Health Practitioners (EMHP's) as part of the East Riding Mental Health Support Teams (MHST's).

- The post holder will be responsible at team level for the management of Key performance indicators, outcomes and bench marking data and ensure this is reported through the service structure accordingly.

- The Post holder will play a lead role in the development of clinical pathways, interventions and the design of resources and materials underpinned by evidenced based practice and practice-based evidence.

- The post holder will embed their practice into a multi-disciplinary team, supporting team members by providing them with advice, guidance, and complex case management.
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- The post holder will provide management supervision to team members, and offer clinical supervision as part of a clinical supervision structure across early intervention.

- The post holder will ensure the MHST's achieve the best possible outcomes for CYP and their families with a high level of focus on the development and improvement of quality in practice, setting standards and the conditions required for successful service delivery.

- The post holder will build and maintain professional relationships with all partner organisations and community networks to support CYP and their families and ensure these partnerships are used to gain positive outcomes on behalf of CYP.

- The post holder will ensure that the MHST works meaningfully with education settings, and other agencies to promote positive and sustainable outcomes for CYP, and their families.

- The post holder will act as the lead professional within the East Riding MHST's and have key responsibility to ensure a systemic approach is integrated within the MHST's, both in terms of practitioners working together across the system including health, care, voluntary, community organisations, and education services.

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Communication and Relationships Skills

- To lead and present complex, sensitive and challenging clinical and professional communication processes that may impact on service users, carers, staff, the team, the organisation, partner agencies and members of the public, where there are barriers to understanding
- To communicate complex information to users and carers regarding personal, psycho-social problems in an empathic and supportive way. This will involve using a range of developed inter-personal skills in situations that can be highly emotional, and or antagonistic and require a satisfactory outcome, e.g. impact of diagnosis
- Professional networking locally and nationally and disseminate/share information with other colleagues
- Chairs/facilitates complex case reviews/meetings which may involve other agencies or specified organisational/professional forums
- To ensure effective communication at all levels: strategic, national, local, unit and partner organisations

Analytical and Judgemental Skills

- To be able to interpret complex facts or situations requiring analysis and comparison of a range of options
- Skills for assessing and interpreting specialist service user/client conditions, appropriate action; skills for development of specialised programmes
- Contribute to identifying/reviewing/re-designing services in response to user need, ensuring a safe, high-quality level of service is maintained
- Have a lead role in the untoward incident investigation process, analysing, disseminating and implementing lessons learnt
- Supported by the line manager manage complex, challenging and changing situations, ensuring adequate staffing levels with the right skill mix and competency to meet service user needs, taking into account diversity and cultural needs/requirements
- Regularly demonstrate advanced skills in assessing the needs of service users and their carers, based on the analysis of complex facts and situations. Interventions will be planned on the assessment and interpretation of this information
- Obtains, analyses and interprets holistic assessment information, including but not limited to; presenting symptoms, social circumstances, occupational needs, family/carer views, medical history and physical health to develop the appropriate formulation and intervention plan
- Demonstrates critical thinking and diagnostic reasoning skills in clinical/practice decision making
- Uses sound judgement in assessing conflicting priorities and needs

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Planning and Organisational Responsibilities

- Plans and organises complex activities or programmes, requiring formulation and adjustment.
- To lead on behalf of the line manager the demands placed on the clinical area e.g., bed management, staffing levels, data to inform and support service provision
- Plans and implements diagnostic strategies and therapeutic interventions to help service users with unstable and complex health care problems regain stability and restore health, in partnership with the service user and multi-professional care teams/agencies and other organisations
- To co-ordinate the activities of others in the delivery of care packages/care bundles
- Ensure the team have procedures and systems to support the delivery of a high standard of care i.e., policies and protocols.

Physical Skills

- Maintain up to date training and knowledge of DMI.
- Advanced keyboard skills.

Responsibilities for Service user Care

- To take a management/clinical/professional role in partnership with the management team in managing complex cases.
- Provides highly specialised advice concerning care
- To maintain a high level of environmental standards e.g., health and safety, hygiene and infection control.
- Provides a range of advanced/specialist advice, assessment and interventions, which are based around core professional values and in addition to core professional values. These may include; Non-medical Prescribing, Approved Mental Health Professional, Psychological Therapies and so on.
- Develops and maintains the service user's control over decision making, assess the service user's commitment to the jointly determined plan of care, and fosters personal responsibility for health
- Responsible for ensuring staff within the team/service area provide a high-quality range of interventions.
- Deliver care interventions and advanced/specialist advice in a variety of settings that promote service user flexibility/choice, and which are sensitive to cultural preferences
- To promote positive service user/carer experience

Responsibilities for Policy and Service Development Implementation

- Accountable for ensuring that practice and policy changes are implemented within the team/service and identify barriers to implementation and inform operational managers.
- Proposes policy or service changes, which may impact beyond own area
- To contribute to the MDT perspective in reviewing, developing and monitoring operational/clinical/practice policy which impacts beyond own area of responsibility
- To contribute a professional/clinical view in the review and development of service specifications, business plans and service level agreements with service users,

commissioners and other service providers to ensure responsive, flexible, cost effective quality service within a culture of competing priorities.

- Evaluates service user/carer responses to the interventions provided and the effectiveness of the care.

Responsibilities for Financial and Physical Resources

- To ensure a quality service is offered and maintained within budgetary constraints
- Personal duty of care
- To identify unmet needs and overspends to inform cost pressures identified as part of the Local Delivery Plan as applicable
- Ensure operational managers are informed of the need for relevant equipment (e.g., medication management and physical health screening)

Responsibilities for Human Resources

- Accountable for the day-to-day line management of; clinical/professional leadership of staff that includes regular structured supervision and performance development reviews and the initial stages of grievance and discipline for staff reporting directly to them. To also ensure all staff within area of responsibility receive these support systems.
- Accountable for ensuring professional practice issues are addressed in own area of responsibility e.g., poor performance, fitness for practice, competency, work related stress and lead on the development of action plans to address these
- To be accountable for quality placements for students, ensuring access to suitably qualified mentors. To review placements and liaise with the local University and Practice Based Facilitators, using feedback from students to inform future curriculum planning
- Contribute to the curriculum review and development and delivery of pre and post registration courses/study sessions, e.g., RMN/LD, students and/or contribute to the induction and continuous professional development of non-nursing staff e.g., SHOs, Psychologists, Social Workers
- Lead on the recruitment, appointment, and retention of staff within own area of responsibility

Responsibilities for Information Resources

- To provide accurate and timely information to inform Trust/Local Authority/National databases as required
- Ensure staff within team/service area have adequate skills and resources to implement record keeping standards
- Maintain up to date training and basic IT skills, and demonstrate a good working knowledge of confidentiality and data protection

Responsibilities for Research and Development

- To work with staff in own area of responsibility to analyse the outcomes of audit and develop action plans for change.
- To contribute to research projects within any professional and clinical speciality, both locally and nationally

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- To support and enable staff to undertake research projects e.g. literature searches, health and social needs analysis

Freedom to Act

- To work within current Trust operational/clinical policy/ practice guidelines when dealing with complex/risk situations and inform senior management of situations that fall outside own area of responsibility/accountability
- To work within professional code of conduct, organisational policy and guidance
- Accountable for own professional actions, lead specialist for defined area
- To provide expert/advanced advice and high level of clinical/practice competency in order to inform and enable staff to take interventions/actions based on the analysis of the specific challenges/risk situation e.g., clinical/practice risk management.

Standard Paragraphs

- Trust's Values: Promote and demonstrate the Trust's 3 values Caring, Learning and Growing. Caring for people while ensuring they are always at the heart of everything we do. Learning and using proven research as a basis for delivering safe, effective, integrated care. Growing our reputation for being a provider of high-quality services and a great place to work.
- Confidentiality: Confidentiality/data protection regarding all personal information and Trust activity must be maintained at all times (both in and out of working hours) in accordance with professional codes of conduct and relevant legislation such as the Data Protection Act. The post holder should ensure that they are familiar with and adhere to all Trust Information Governance policies and procedures. Any breach of confidentiality will be taken seriously and appropriate disciplinary action may be taken.
- Equal Opportunities: Promote the concepts of equality of opportunity and managing diversity Trust wide.
- Health and Safety: Employees must be aware of the responsibilities placed upon them under the Health and Safety at Work Act 1974, paying due regard to health and safety in the workplace and management of risk to maintain a safe working environment for service users, visitors and employees.
- Infection Prevention and Control: Employees must be aware of their responsibilities to protect service users, visitors and employees against the risks of acquiring health care associated infections, in accordance with Trust policy.
- Professional standards and performance review: Maintain consistent high professional standards and act in accordance with the NMC code of professional conduct. Employees are expected to participate in the performance review process.
- Service/Departmental standards: Support the development of performance standards within the Service/Department to ensure the service is responsive to and meeting the needs of its customers.
- Finance: All Trust staff will comply with financial processes and procedures

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- Safeguarding Children: Employees must be aware of the responsibilities placed on them under the Children Act 1989, 2004.

Summary

This job Description is an outline of the key tasks and responsibilities of the post and the post holder may be required to undertake additional duties appropriate to the pay band. The post may change over time to reflect the developing needs of the Trust and its services, as well as the personal development needs of the post holder

Confirmation of Job Evaluation Process

Job Reference Number:	JE2147
Date of Job Evaluation:	May 2022

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Person Specification

	Essential	Desirable	How assessed
Qualifications and Knowledge	• Relevant professional qualification i.e.; Registered Nurse, Registered Social Worker, State Registered O/T Registered and accredited Psychotherapist or Psychologist. • Highly developed specialist knowledge, underpinned by theory and experience • Professional knowledge acquired through degree supplemented by post graduate diploma specialist training, experience, short courses plus further specialist training to masters equivalent level • Demonstrable experience of mentoring pre-registration students/trainees. • Educated to post registration/graduate diploma level or be able to demonstrate equivalent knowledge or experiential learning/experience • Full understanding of relevant policy, legislation, drivers and their application to clinical and service area, e.g. Mental Capacity Act, Social Inclusion • Full understanding/application of relevant clinical practice/standards/audit within identified clinical area • Mental Health legislation relevant to the clinical area • Knowledge of change management processes	• Member of specialist interest group/network, locally or nationally • Advanced/expert understanding/application of relevant clinical practice/standards/audit within identified clinical area • Detailed understanding of all current Mental Health legislation • Evidence of undertaking research • Evidence of policy implementation and development • Working knowledge of Lorenzo if relevant to own area of work • Leadership/management qualification • Prepared to undertake or hold a recognised non-medical prescribing qualification, if required • Teaching qualification • Advanced/expert clinical/practice qualification	• Application form • Interview • Portfolio

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Experience, Skills and competences	- Evidence of sound post-registration professional practice - Demonstrate ability to implement quality improvement programmes. - Demonstrate experience of teaching/facilitating/delivering education/assessing/developing others - Experience of leading changing in a clinical environment. - Demonstrable experience of working in the specific field where the post is held - Evidence of continuing professional development (CPD) relevant to the clinical area to advanced level of post-graduate diploma or equivalent knowledge /experiential learning - Evidence of advanced practice skills and able to demonstrate the impact of this on practice change/development - Evidence of promoting/supporting active user/carer involvement/participation - Leadership/management experience which has had a positive impact and created change within the service delivery/practice - Professional networking locally and regionally - Be able to effectively Chair meetings - Evidence of project work that has impacted on practice and demonstrates a higher level of communication/planning/change that impacts out of own area of work/responsibilities	- A breadth of practice including specialising in the field where the post is held - Proven leadership/management experience, able to demonstrate examples of positive impact/change within service delivery/practice at an advanced/expert level - Ability to work across team/organisational boundaries developing and maintaining multi-professional and multi-agency partnerships - Experience of developing others through education, mentorship, coaching, teaching, assessing, presentations, publishing - Management of delegated budgets	- Application form - Interview - Portfolio

Personal Attributes	• Effective inter-personal skills and experience in supervising and mentoring • Able to demonstrate effective communication skills • Good time management skills • Work within the culture of improving working lives and working time directive • Ability to lead/motivate staff to embrace change • Working knowledge of Trust policies and procedures in order to effectively lead and manage others • Ability to demonstrate ethical values and attitudes within a culture of equality and diversity	• Able to demonstrate effective communication skills at all levels i.e. strategically and locally • Be able to demonstrate leadership/management skills at an advanced/expert level	• Application form • Interview • Formal qualifications/certificates
Effort and Environment	• Ability to commute between the various sites • Demonstrate mandatory training and attendance for the management of violence and aggression. • Occasional moderate effort for several short periods • Requirement of frequent concentration e.g. assessments, care plans. The work will be unpredictable • Frequent exposure to emotional or distressing circumstances • Some exposure to hazards e.g. verbal aggression, bodily fluids		

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Job Risk Profile – Effort Factors

This role involves:	Yes	No	Rare	Occasional	Frequent	Examples
Lifting Weights / objects between 6 – 15 kilos	✓			✓		Occasional moderate effort for several short periods
Lifting weights / objects above 15 kilos		✓				
Using equipment to lift, push or pull service users / objects	✓					
Lifting heavy containers or equipment	✓					
Running in an emergency	✓					
Driving alone / with passengers / with goods	✓					
Invasive surgical procedures		✓				
Working at height		✓				
Concentration to assess service users / analyse information	✓				✓	Requirement of frequent concentration e.g. assessments, care plans. The work will be unpredictable
Response to emergency situations	✓					
To change plans and appointments / meetings depending on the needs of the role	✓					
Clinical Interventions	✓					
Informing service users / family / carers of unwelcome news	✓					
Caring for terminally ill service users	✓					
Dealing with difficult family situations	✓					
Caring for / working with service users with severely challenging behaviour	✓					
Typing up of minutes / case conferences	✓					
Clinical / hands on service user / client care	✓					
Contacts with blood / bodily fluids	✓					
Exposure to verbal aggression	✓				✓	

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Exposure to physical aggression	✓				✓	Frequent exposure to emotional or distressing circumstances
Exposure to unpleasant working conditions dust / dirt / fleas	✓					Some exposure to hazards e.g. verbal aggression, bodily fluids
Exposure to harmful chemicals / radiation		✓				
Attending the scene of an emergency		✓				
Food preparation and handling		✓				
Working on a computer for majority of work	✓				✓	
Use of road transport		✓				

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