



JOB DESCRIPTION / COMPETENCY PROFILE

Job Title	Clinical Team Leader
Payband/Grade	AfC Band 6
Directorate	Adult Mental Health
Job Description Reference	

My job makes lives better by supporting the Manager by providing clinical leadership to an acute inpatient unit and staff team in order to achieve excellent outcomes for the people who use our services, and their carers.

Job Overview

Ensure the service operates in a safe, effective & efficient way as part of the whole system of mental health services. Foster a culture that encourages and enables individuals to have an active role in identifying, planning and meeting their individual needs.

Provide leadership to the junior staff through supervision and actively participate in the smooth running of the ward over a 24 hour period.

To act as Unit Coordinator in the absence of the Ward Manager/as allocated on a rotational basis, in accordance with the unit coordinator protocol.

NHS Competency		Level	Personal Competencies	
Communication		4	Interpersonal Sensitivity	2
Personal and People Development		3	Courage	2
Health, Safety and Security		2	Team working	2
Service Improvement		3		
Quality		3		
Equality and Diversity		3		
Statutory Requirements			Values	
Professional Registration (NMC) - Yes			Treat People Well	
			Create Respectful Places	
			Involve not Ignore	
			Open, Inclusive and Accountable	

Qualifications required:

A clinical qualification to degree level or equivalent - RMN
Membership of a professional body (NMC)

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Experience required:

1 year post qualification experience working with people within a mental health setting i.e. acute inpatient ward

Suitable for someone who is passionate and committed and who enjoys leading staff and supporting people who use our services.

Key Responsibilities

- Assist the Ward Manager in ensuring that defined roles and responsibilities are coordinated within the team on a continuous basis.
- Provide professional nursing advice to other team staff and other professionals.
- Act as a positive role model for colleagues/others in relation to personal/professional conduct and practice.
- Ensure that full regard is taken of dignity, individuality, self-esteem and wellbeing of people who use our services, staff, carers and relatives.
- Ensure that nursing practice is based on current knowledge and is evidence based.
- Act as unit coordinator in accordance with the department protocol
- Ensure that Care Planning systems are in place, function effectively to frame and support the delivery of individual care and reflect the service user's perception of their needs and how they can be met.
- Ensure that nursing interventions compliment and strengthen the individual's recovery process.
- Support the Ward Manager to ensure that the team nursing system operates effectively.
- Provide advice, information, education and support to individuals, carers and relatives.
- Ensure, in co-operation with the Ward Manager, that care plans are regularly reviewed, appropriately modified and updated.
- Provide management support to staff through appraisal, clinical supervision and continuing professional development
- Ensure a safe environment for people who use services, carers and staff by adhering to relevant health and safety policies; undertaking risk assessments and care plans, and reporting hazards
- Effective communication with internal and external stakeholders
- Ensure that the views of people who use services and their carers are effectively sought to help inform decision-making on the ward
- Participate in providing the relevant evidence for the annual quality programme and clinical audits; managing complaints and concerns about patient care; developing improvement plans and taking remedial action as required
- Participate in personal development opportunities to maintain and develop professional knowledge and skills
- Undertake clinical risk assessments and formulate and implement risk reduction strategies
- Promote the physical health and mental wellbeing of people who use our services

- Ensure that the ward team develop, implement and evaluate service-user led programmes of care using a problem-solving approach that ensures the needs of each individual person are met throughout their admission, including detailed arrangements for discharge of the person, and as appropriate, their carer making them central to the planning and decision-making process
- Work effectively with the multi-disciplinary team to maintain efficient channels of communication with all agencies to develop holistic care planning, goal setting and reviews
- Ensure the clinical area is an effective learning environment for student nurses and maintain effective links with education providers
- Ensure nursing conduct and practice on the ward is in accordance with the NMC guidance, Mental Health legislation, and Trust policies
- Support the Manager with the setting, monitoring and maintaining of standards of care within the team and will advise on clinical issues which may have a negative effect on the standards of clinical practice being delivered.
- Responsible for their own practice in accordance with their professional body and will take every reasonable opportunity to sustain and develop their professional competence.
- Mentor and adviser for students and will work closely with the Clinical Placement Facilitator to ensure that the learning objectives are consistent with the requirements of their educational programs.
- Deputise for the Ward Manager and provide cover in their absence. They may at times have to take on some of the operational management responsibilities should the need arise, including signatory for timesheets, expenses
- Management of roster and booking of temporary staff