

**JOB DESCRIPTION**

**For Personnel use only**  
 Job reference number: NURSING 994

<b>Job Title:</b> Senior Mental Health Nurse	
<b>Reports to (post title):</b> Clinical Matron Mental Health	
<p><b>Role Purpose:</b></p> <p>To take a lead role in providing the successful and effective delivery of mental health services within the offender health directorate. To work as a mental health nurse within a multi-disciplinary team in a prison setting, leading in provision of care to patients with a wide range of mental health issues, including complex and enduring mental health problems, some being managed under the Care Programme Approach (CPA).</p> <p>To lead in the coordination of treatment of mental health from the point of entry into the prison system to transfer of care to on-going providers, so the mental health of prisoners is improved.</p> <p>To provide leadership to junior staff by maintaining professional standards, ensuring adherence to all relevant policies and procedures to ensure the delivery of high-quality care</p>	
<p><b>Role Context:</b></p> <p>To deliver effective Mental Health services for prisoners, which deliver against required standards, e.g. Key Performance Indicators and Prison Health Performance Quality Indicators and CPA standards</p> <p>To demonstrate innovative practice whilst maintaining clinical efficacy, enabling the service to compete as provider of choice to local commissioners.</p>	
<b>Trust Values</b>	
<p>All colleagues are expected to demonstrate at interview and throughout employment that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values:</p> <p><b>Trust Honesty Respect Compassion Teamwork</b></p>	
<b>Key Accountabilities</b>	<b>Performance Measures</b>
To carry and manage a caseload of complex and diverse mental health patients.	Care plan audits
Undertake assessment provision and evaluation of patient's physical and	

<p>mental health and provide information and health promotion and self-care.</p> <p>Assess and respond to patients at risk of suicide, self-harm or harm to others, using the appropriate clinical intervention, prison service ACCT and safeguarding procedures.</p>	<p>Audit scores and action plans</p>
<p>Plan, deliver and evaluate programmes of care to address patient's present and changing mental health and well being needs.</p> <p>Responsible for the delivery of the service measured against outlined CPA, KPI's, QOF, PHPQIs, and NICE guidelines.</p>	<p>Clear and effective communication demonstrated in healthcare records.</p>
<p>Responsible for the continuity of care arrangements post release of patients in the community</p> <p>Attend and input into meetings as required, as mental health representative such as, CPA, Section 117, parole boards, and Assessment Care in Custody and Teamwork meetings.</p>	<p>Training records and supervision</p> <p>Attend and contribute to meetings</p>
<p>Ensure all aspects of clinical governance requirements are imbedded into practice</p> <p>Ensures that a professional service and image is always maintained .</p>	<p>Supervision evidence</p>
<p>Maintain accurate healthcare records within IG guidelines, NMC, Trust and Prison policy</p> <p>Understand, demonstrate and adhere to, the Trust's medicine management policies and show evidence of ability to explain statutory and organisational requirements and NMC guidelines.</p>	<p>Appraisal completed in a timely manner</p>
<p>Deliver evidence-based care to maintain optimal mental wellbeing of the patient. Provide patients with support, advocating to encourage empowerment, decision making and personal responsibilities and the promotion of social inclusion within the prison community.</p>	<p>Understanding of boundaries and action to take</p>
<p>Respect service users' individuality and maintain their privacy and dignity within the constraints of the custodial environment.</p>	<p>Understanding of boundaries and action to take</p>
<p>Liaise with patients and continually evaluate their level of capacity and consent throughout their care pathways.</p>	
<p>Prioritises own workload based on flexible principles. Prioritises care within agreed objectives and refers to others as appropriate.</p>	
<p>Assist in the provision of clinical leadership to junior staff, helping to ensure the highest standards of evidence-based healthcare is provided to service</p>	

<p>users within existing resources. To supervise the nursing practice of junior staffing and other staff where appropriate.</p> <p>Maintain responsibility for the completion of mandatory training and identifying own learning needs, participating in training to develop and maintain own knowledge, personal qualities and skills. Actively participate in own clinical and managerial supervision</p> <p>Use basic information technology application to provide written reports to clinical team and department e.g. SystemOne. Demonstrate the ability to undertake administrative duties commensurate to the role.</p> <p>Deputise for the clinical matron as and when required</p> <p>To undertake any other duties that would be a reasonable expectation of the role</p>	
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**Dimensions**

<p>Non budget holder.</p> <p>Working within a Prison environment for Offender Health the post holder will be required to work within multi disciplinary healthcare teams supporting a small number of junior staff on a day to day basis.</p> <p>The healthcare teams provide a variety of services including physical healthcare, substance misuse and mental health across Offender Health.</p> <p>To work across the Directorate at different prison sites as required to meet the needs of the service.</p>
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**Safeguarding**

<p>All employees are responsible for taking all reasonable measures to ensure that the risks of harm to children and vulnerable adults are minimised. They should take all appropriate actions to address concerns, working to agreed local policies and procedures including the guidance on Safeguarding, in partnership with other relevant agencies. This includes accessing appropriate training, advice and support</p>
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**Disclosure and Barring Services**

<p>Where this post meets the definition of 'Regulated activity' a defined in Safeguarding Groups &amp; Freedoms of Protections, the post will be subject to a DBS Disclosure check at the point of recruitment and thereafter, as the Trust determines appropriate</p>
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**Infection Control**

<p>All employees of Nottinghamshire Healthcare NHS Trust have an individual responsibility to have knowledge of and employ the basic principles of infection prevention and control practice. All employees must comply with Infection Prevention and control mandatory training requirements specific to their role</p>
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**Equality & Diversity**

All staff should be able to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion as identified within the Trust's Equality and Diversity Policy and associated Equality, Diversity and Human Rights legislation.

### **Sustainability and Net Zero – Supporting Our Green Plan**

The Trust places great importance on reducing its carbon footprint and maximising the positive social, economic, and environmental outcomes of Trust actions and activities on its patients and the planet. It is the responsibility of all staff to support the delivery of the Trust's Green Plan and contribute to achieving Net Zero Carbon. This will include using energy and water efficiently, reducing the consumption of materials, reducing waste, and increasing recycling, printing less, reporting faults or heating/cooling concerns promptly and minimising travel.

### **Data Quality Statement**

All staff of Nottinghamshire Healthcare NHS Foundation Trust have a responsibility for data quality, improved data quality leads to better decision-making across the Trust. The more high-quality data, the more confidence the organisation has in decisions. Good data decreases risk and can result in consistent improvements in results. Employees within data roles have a responsibility for inputting high quality data (accurate, valid, timely, complete) and for ensuring that high quality data is maintained.

### **Communication**

Providing and receiving complex, sensitive or contentious information requiring persuasive skills where there may be barriers to understanding

You are expected to work in consultation with others to support the organisations' vision, values, strategies and objectives Communicate effectively with other disciplines and participate as required in any relevant meetings.

Effective verbal, non-verbal and written communications skills

Always act in a dignified and responsible manner with patients, visitors and colleagues, using appropriate language and communication skills which acknowledge cultural differences.

Demonstrate an understanding of the importance of cultural differences in communication.

### **Knowledge, Training and Experience**

First level registered nurse (RMN)

Excellent patient focused assessment skills.

Have evidence of post registration Diploma or significant experience in managing a mental health caseload

Working knowledge of the Mental Health Act, Mental Capacity Act and CPA

Experience of working with complex and enduring mental health needs in adult mental health, community or forensic settings.

To be competent and responsible for the management and clinical care of a caseload of prisoners with a mental disorder and offending behaviours

Experience of working with and interviewing patients on a 1:1 basis and building effective therapeutic relationships.

Experience of close working relationships with a variety of statutory and non statutory agencies.

Knowledge of current Mental Health issues/strategies.

A developing knowledge of healthcare within the custodial setting including equality in healthcare.

Ability to supervise and act as a mentor to registered and non-registered members of the team.

The ability to understand and take action based on clinical risk

Excellent and effective communication skills both written and verbal.

Good organisational skills with ability to prioritise work

IT Skills including use of Word, Excel, Outlook and patient information systems, with ability to learn to effectively utilise service specific computer packages.

Good presentation skills.

The ability to work on own initiative, self motivation and work as part of a multi-disciplinary team

#### **Analytical and Judgement Skills**

Ability to identify complex issues/situations/information and have the skills to formulate solutions and make recommendations on the best course of action.

To assess and evaluate risk in relation to risk of harm to self and others

To understand complex factors relating to risk and commence appropriate management of these patients

To refer and signpost to other internal and external agencies.

#### **Planning and Organisational Skills**

Allocation and reallocation of work, caseloads, tasks.

Plan and organise own diary.

To effectively plan discharges, transfers, and prison releases in conjunction with community services

Ability to prioritise need and respond accordingly.

Plan and deliver patient interventions including group work.

#### **Physical Skills**

Dexterity and accuracy required for IM injections

Standard keyboard

Breakaway

### **Responsibility for Patient/Client Care**

To hold a complex caseload with the guidance and clinical supervision under the Clinical Matron

Develops specialist programmes of care

Provides specialist advice in relation to care of patients

To assess, plan, develop, implement and evaluate patient care including responsibility for own record keeping

To respond constructively to patients concerns, comments or criticisms

### **Responsibility for Policy/Service Development**

To actively contribute to the development and timely review of local procedures.

To implement policies within the service as required

To actively identify service development issues / themes and propose changes to practices in own work area

### **Responsibility for Financial and Physical Resources**

Observe personal duty of care in relation to equipment and stock levels

### **Responsibility for HR**

Be responsible for ensuring appraisals, supervision, training and development are actioned within specified timescales

Providing on the job training to newly recruited staff and assessing competencies

Contribute to the management of sickness absence

To attend and actively take part in mandatory and other training, plus own supervision.

To lead the induction of new staff and students.

To promote team working with colleagues and wider directorate teams.

### **Responsibility for Information Resources**

To use information technology systems e.g. SystmOne.

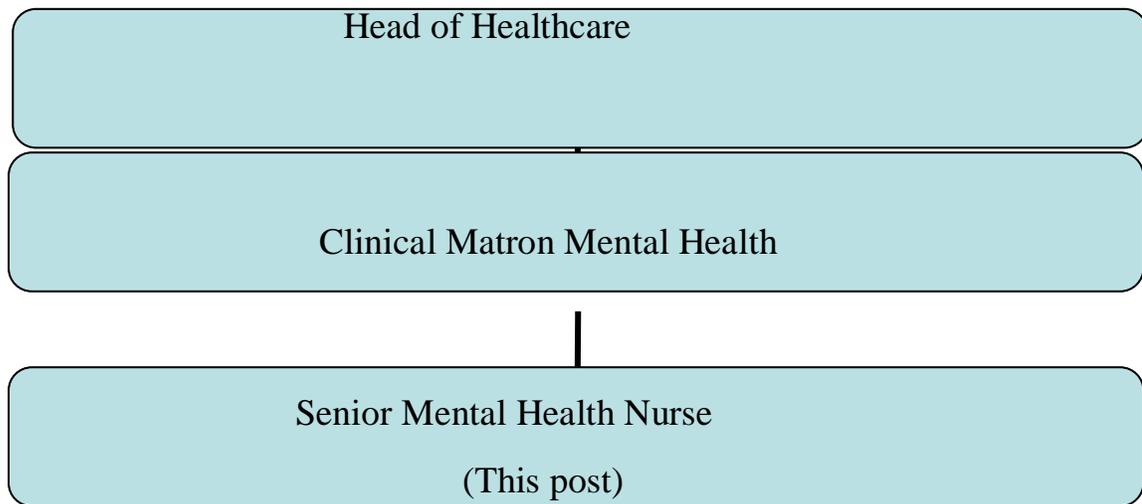
To generate reports for individual patients e.g. CPA, MAPPA, or for use in parole boards.

To ensure that confidential information is handled appropriately and in line with Trust policy.
<b>Responsibility for Research and Development</b>
To undertake audits using information resources e.g. record keeping audits Undertake audits to inform the Clinical Matron of standards of care Contribute to data collection and analysis with regards to service development.
<b>Freedom to Act</b>
Working as an autonomous practitioner responsible for own actions and supervision of junior staff Expected results are defined but the post holder decides on how best these are achieved Working within in a prison estate, deciding when to refer to the Clinical Matron for advice and support
<b>Physical Effort</b>
Frequent requirement to exert light physical effort for long periods during a shift Requirement to walk to prisoner wings, clinic areas and reception during working shift across the site. Requirement to mobilise within very old buildings – which include steep stairs. To undertake relevant mandatory training Sitting at the computer for intermittent periods during the working day. Respond to serious medical and emergency incidents within the prison estate.
<b>Emotional Effort</b>
Exposure to distressing or emotional circumstances. The backgrounds and presentation of many of these patients can present exceptional challenges both in working with the patients, in managing personal emotional responses and those of others
<b>Mental Effort</b>
Frequent concentration required when engaging with patients. Prolonged concentration required when checking documentation / writing notes or when dispensing medication
<b>Working Conditions</b>
Prison environment that provides healthcare services for offenders whom are either on remand awaiting court dates or have been sentenced. This involves being the subject of searching and security procedures, responsibility for keys and working in a restrictive, locked environment. Exposure to aggressive behavior from prisoners, with potential of verbal and physical abuse.

Exposure, to highly unpleasant working conditions including bodily fluids significant noise from prisoners, potential inadequate ventilation and temperature control.

An understanding of the need to integrate security requirements within the provision of healthcare for prisoners. Being alert to emergency security procedures.

### Organisation Chart



### Our promise to you



We will ensure that you are supported and lead in line with our Trust Values: **Trust**, **Honesty**, **Respect**, **Compassion** & **Teamwork**



Nottinghamshire Healthcare NHS Foundation Trust actively works to fulfil the seven elements of the NHS People Promise.

We will adhere to the promise and support all our colleagues, assuring that we are continuously striving to listen to colleagues, adapting accordingly and striving always to be the best place to work.



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**Signatures**

After reviewing the document, please sign to confirm agreement

Post holder:

Date:

Line Manager:

Date: