

AFC Reference:	CC/0398
Job Title:	LD/ASC Mental Health Specialist
Band:	7
Division/ Service:	Community Care Division- CYPMHS
Accountable to:	Clinical Team Manager
Responsible to:	Operational Manager

### JOB OUTCOMES

**As a result of the post-holder being effective in their role, The Trust would expect to see the following outcomes for the Trust, service users and the wider community:**

1. Mersey Care NHS Foundation Trust as a leading provider of community services, mental health care, physical health, addiction services and learning disability care.
2. Service users receiving a high-quality service and one which is free from stigma, discrimination and harm.
3. Staff engaged with the delivery, innovation and continuous improvement of services to benefit service users.
4. Visible and responsive leadership, setting the standard for others and role-modelled throughout the division for all managers.
5. The Trust values of Continuous Improvement, Accountability, Respectfulness, Enthusiasm and Support will be embedded across the division for all staff and evident to service users.

### ORGANISATIONAL CHART



## **JOB PURPOSE**

The post holder will be a key member of the CYPMHS in delivering a highly specialised clinical service to Children and Young People and their families and carers with LD/ASC and mental health co-morbidity and the wider multidisciplinary team – they will be integral to ensuring efficient, effective, co-ordinated and responsive high quality service and care are delivered.

The post holder will also be required to be proactive with audit, research, education and training to ensure the delivery of the quality strategy within CYPMHS is incorporated into systems and processes.

## **PRINCIPAL RESPONSIBILITIES**

1. Provide highly specialised clinical advice and support to CYP, families and carers and the wider multidisciplinary team – this will include clinical assessment, diagnostic skills, non-medical prescribing where appropriate and implementation of management and treatment plans.
2. Be responsible for the delivery of the service within the area.
3. Work cooperatively and collaboratively with other services/stakeholders to enable service users are treated in the most appropriate setting.
4. Ensure that the team provides a high-quality service to its clients by providing caseload and clinical supervision.
5. Ensure that teams work proactively in order to deliver anticipatory and maintenance care, providing a responsive service to CYP, Families and Carers with both planned and unplanned care needs.
6. Maintain clinical credibility by providing clinical care and supporting members of the team within the clinical environment.
7. Participate in the development of caseload management across the mental health and health economy.
8. Provide leadership and mentoring to those staff developing into a caseload management role.
9. Acts as an advocate and champion for CYP and Families/Carers in a variety of forums and professional groups and challenge attitudes and behaviour.
10. Implement plans for the team including rotas and schedules/working patterns to ensure business continuity.
11. Practice autonomously and demonstrate evidence based clinical decision making.
12. Provide clinical expertise and knowledge to the wider healthcare when managing complex and highly complex situations.
13. Assess patient/client conditions and consider a range of options when delivering complex and highly complex clinical care.
14. Formulating and following holistic assessment of health needs, develop specialist individualised care plans to fulfil those needs, with the involvement of CYP and Families/Carers.
15. Implement and evaluate care delivery for CYP and Families/Carers with identified needs.
16. Ensure that all clinical activity provided by the team directly reflects the core objectives of health promotion, supported self-care, disease specific management, management of long-term conditions and end of life/palliative care.
17. Set objectives by which performance will be monitored.

18. Work with team leader and service lead to deliver local based services, by participating in meetings and communicating the outcomes to staff.
19. Support team leader to provide reports to the service lead on staff and patient activity as requested.
20. Work in collaboration with others to support practice development and service modernisation.
21. Contribute to the development of role and service redesign.
22. Actively participate in policy and service development authoring protocols as required.
23. Provide induction to the local working environment, and policies for new team members and students.
24. Support team leader with PACE reviews of team members.
25. Contribute to the development of policy and services to reflect local needs.
26. Ensure that administration and clerical duties are appropriately delegated to clerical support officers.
27. Provide data that supports the monitoring of team contract and objectives.
28. Participate in audits and research, as required.
29. Participate in individual and group supervision.
30. Support with the implementation of mentorship and clinical supervision with the team.
31. Ensure that record keeping within the team is consistent with professional standards.
32. Initiate training and development of team members. Monitor and maintain standards of patient care delivery. Including maintaining and monitoring of clinical competency and standards of record keeping.
33. In conjunction with the team leader and service lead, ensure systems are in place for the on-going review and assessment of care provision and delivery.
34. Work within guidelines to identify and manage risk, reporting identified risks to the team leader and service lead.
35. Report any incidents as per Trust policies and support or undertake any investigations as delegated by the team leader and service lead.
36. Monitor and ensure that the quality of care delivered by the team is evidence based and supported by best practice, through the use of audit, caseload and clinical supervision.
37. Participate in CYP and Families/Carers satisfaction reporting to improve patient care.
38. Maintain registration in line with professional bodies.
39. Provide support to team members holding responsibility for mentoring students.
40. Support with the identification of skills deficits within the team and identify methods of addressing these to support service delivery, improvement and development.

#### **GENERIC RESPONSIBILITIES FOR ALL STAFF**

All post holders will agree to:

- Commit to the vision of supporting Mersey Care in becoming a leading organisation in the provision of community services, mental health care, addiction services and learning disability care, and in doing so fully utilise their skills and experience to support the objectives of the Trust.
- Role model the values of the Trust – Continuous Improvement, Accountability, Respectfulness, Enthusiasm and Support– in all activities and interactions with employees, service users and other stakeholders.

- Challenge the stigma associated with mental health and learning difficulties.
- Comply with the Duty of Candour, defined by Francis as: 'The volunteering of all relevant information to persons who have or may have been harmed by the provision of services, whether or not the information has been requested and whether or not a complaint or a report about that provision has been made.'
- Work across professional and organisational boundaries to improve services for all.
- Maintain their specific knowledge base and develop new skills.
- Value the contribution of the patient/ service user voice.
- Operate within any organisational codes of practice or those from a relevant professional body.
- Respect equality and diversity across all areas of working practice and communications with staff, service users and other stakeholders.
- Take responsibility for the accurate and timely collection and recording of data and ensuring all personally identifiable information is protected and used only for the purposes for which it was intended.
- Comply with all health and safety legislation and local policies and procedures.
- Adhere to all organisational policies.
- Have knowledge and understanding of technology in the workplace which is sufficient to maintain their efficiency and also how technology can empower service users in a digital environment.
- Comply with the NHS Constitution in relation to the staff responsibilities that it sets out for NHS employees.
- Attend a one day Just and Learning & Civility and Respect training workshop.
- Be an ambassador for Just & Learning and Civility & Respect following the training.
- Positively advocate the just and learning culture within your team.
- Be a confident supporter and implementer of the Trust CARES Values including Civility & Respect within your team.
- Support their team/ services to create a positive environment for Just and Learning Culture.
- Participate in Just and Learning Culture events.
- Bring Just and Learning Culture updates/ information to the attention of team members and other MCT colleagues they work with.
- Support and encourage the sharing of concerns about the safety and quality of care with senior leaders with the aim of improving safety and quality.
- Actively participate in creating an open culture within your team so that concerns and difficulties can be discussed safely and respectfully.
- Speaking up in the event that they are exposed to incivility between colleagues in the workplace #iwillspeakup.
- Listening and understanding others who have concerns and taking a collaborative approach to work towards a solution to improve civility and respect.

**This job description is intended as an outline indicator of general areas of activity and will be reviewed in light of the changing needs of the Trust in consultation with the postholder.**

## PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>Degree or equivalent Core Professional qualification (evidence of study at degree level or higher)</li> <li>Evidence of CPD/Short courses in relation to LD/ASC</li> <li>Maintained registration with relevant professional body</li> </ul>	<ul style="list-style-type: none"> <li>Clinical Examination and Diagnostics (or working towards)</li> <li>First line management qualification</li> <li>LD/ASC Qualification</li> <li>Evidence of PBS Training</li> </ul>
<b>KNOWLEDGE/ EXPERIENCE:</b>	<ul style="list-style-type: none"> <li>Demonstrable post registration/qualification experience in specialist area (LD/ASC)</li> <li>Experience of management and clinical leadership</li> <li>Experience of successful multi-agency working</li> <li>Evidence of influencing, motivating and negotiating with others to achieve change in relation to care</li> <li>Awareness of current national and local agenda in NHS and Social Care</li> <li>Evidence of being able to communicate complex, sensitive information and advice on healthcare to CYP and Families/Carers and colleagues</li> <li>Understanding how other agencies work</li> <li>Awareness of factors that contribute to good health and the importance of promoting these in line with organisational public health policy, inclusive of annual health checks.</li> <li>Understanding of THRIVE model</li> <li>Understanding/awareness of Dynamic Support Register/Database</li> <li>Experience of having made reasonable adjustments to support care delivery</li> <li>Strong working understanding of Equality Act (2010) and the application of its principles</li> </ul>	<ul style="list-style-type: none"> <li>Experience of delivering education and training programmes in specialist area (LD/ASC)</li> </ul>
<b>VALUES:</b>	<ul style="list-style-type: none"> <li>Continuous Improvement</li> <li>Accountability</li> </ul>	

	<ul style="list-style-type: none"> <li>• Respectfulness</li> <li>• Enthusiasm</li> <li>• Support</li> <li>• High professional standards</li> <li>• Responsive to service users</li> <li>• Engaging leadership style</li> <li>• Strong customer service belief</li> <li>• Transparency and honesty</li> <li>• Discreet</li> <li>• Change oriented</li> </ul>	
<b>SKILLS:</b>	<ul style="list-style-type: none"> <li>• IT literate</li> <li>• Ability to work under pressure and manage a diverse workload</li> <li>• Excellent communication, organisational and interpersonal skills</li> <li>• Ability to understand and analyse complex data</li> <li>• Risk assessment skills</li> <li>• Ability to network with multidisciplinary colleagues</li> <li>• Self-management and motivation skills</li> <li>• Report writing skills</li> <li>• Confidence to challenge poor practice and ability to address difficult issues</li> <li>• Ability to travel to work across boundaries</li> </ul>	<ul style="list-style-type: none"> <li>• Research skills</li> </ul>