

Job Description

Post:	Family Safeguarding Mental Health Practitioner
Band:	Band 6
Responsible to:	Family Safeguarding Team Manager

Team Purpose

Bury's Family Safeguarding multi-disciplinary teams work with children and families to help and support them in change. The teams work with Children in Need, Children subject to Child Protection Plans, Children subject to care proceedings and Children who are Looked After under Section 20 on a short-term basis. The teams use a partnership approach to support parents, families and carers experiencing the challenges of domestic abuse, mental health, and substance misuse. The purpose of the teams is to tackle the impact of abuse and neglect from within the family on children's welfare and where appropriate, to promote the upbringing of children by their families.

The Family Safeguarding Teams use a Motivational Interviewing model of practice in their work. This is designed to empower and engage parents to make the positive changes needed to achieve improved outcomes for their children and their own wellbeing. They use a range of Family Program Modules within the FS Workbook to effect change.

Family Safeguarding Teams are co – located multidisciplinary teams consisting of social work professionals and adult workers. Their aim is to work collaboratively with the right families, at the right time, respecting families' rights, following guidance and law. They take a whole family approach to child protection to keep more children safely at home with their families.

FS teams usually consist of:

- Team Manager
- Social Workers
- Children Practitioners
- Domestic Abuse Practitioners
- Domestic Abuse Officers
- Recovery workers (Drug and Alcohol)
- Mental Health Practitioners and Psychologists
- Business Support Officers

Job Summary

To undertake comprehensive and timely mental health assessments and reviews, including risk assessments within a multidisciplinary assessment team.

To be proficient in referring to other clinicians within the service or referring to other services/agencies where necessary.

To assess individuals needs for access into mental health services, where appropriate.

Providing a communication structure between GPs and secondary MH Services & non-statutory service to ensure the highest possible standards of patient care.

To provide mentoring and support for others.

Main Duties and Responsibilities

- Undertake comprehensive assessment of service users referred to the Team.
- Provide highly developed risk assessment and risk management plans.
- To determine the most appropriate course of action for an individual following assessment and MDT meeting and in collaboration with the service users, from a range of available options.
- To act in an advisory capacity for all members of the team, on issues relating to mental health.
- To communicate effectively (both verbally and in writing) in a timely manner to the GP and other relevant professionals/agencies.
- To identify safeguarding concerns and act accordingly to local policy.
- To provide and receive complex, sensitive, and contentious information using developed skills to ensure assessments and care planning can be completed.
- To be aware of the physical needs of people with mental health problems and assist clients to manage their physical health conditions or refer physical conditions on as appropriate.
- Establish therapeutic relationships with clients, relatives, and carers.
- Refer patients for Clinical interventions based upon evidence-based practice in conjunction with NICE guidelines.
- To have a working knowledge of the Mental Health Act 1983, and subsequent legislation as it affects the client group.
- Joint thinking/consultation with staff and other agencies, working with families and adults with mental health issues.
- To work collaboratively as part of a multi-agency, colocated team with staff from a variety of services to carry out assessments and interventions to aid the mental health and emotional wellbeing of people referred into the service.
- On-going accurate assessment of risk that a client poses to themselves or others, communication of this risk to others involved in a client's care including those outside mental health services as appropriate and the effective management of risk.
- To manage the risks to self and others associated with unpredictable user groups in settings where there may be no other mental health professional support.
- To liaise with health, social care, substance misuse and domestic abuse professionals on a regular basis.
- To maintain good links with specialist mental health services and associated agencies (including housing, social care, and voluntary agencies) in order to

form good referral pathways and provide advice on the management of mental health issues.

- To provide a comprehensive assessment and formulation and intervention for clients referred with mental health issues.
- Responsible for planning and prioritising workload around the needs of the clients, the service, and their own capacity.

Policy and Service Development

- To contribute to the induction and orientation process of new staff to the team.
- To contribute to the development, implementation and monitoring of the teams operations policies and service.
- To report any untoward occurrences, incidents, or complaints to the team manager.
- To respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role or Trust policies relating to risk.

Finance

- Comply with relevant Trust and team financial policies and procedures.
- Ensure cost effective and efficient use of team and Trust resources.
- Ensure that own time is managed as effectively as possible.

Responsibility for Human Resources

- To comply with mandatory training requirements for both Bury Council and Pennine Care Foundation Trust.
- Participating in regular annual appraisals.
- To work as part of a team and to be able to work on own initiative.

Responsibility for Information Resources

- Maintain all records for administrative case management and statistical purposes to the standards required by the organisation.
- Abide by objectives and targets of both the Team and the Service, and follow the procedures and practices utilised in all aspects of the work, including computerised and manual systems and the maintenance of relevant records.
- To provide reports as required.
- Updating of clients records onto the Trust electronic recording system as required.

Research and Development

- Work autonomously.
- Work within own code of professional practice.

- Maintain and keep updated on own high level of knowledge around Health and Social service agendas.

Other

- To work flexible hours to offer individuals a reasonable choice of appointment times.
- To be efficient, responsible and maintain a high level of organisation.
- Be responsible for maintaining own professional registration and upholding current codes and legislation.
- To ensure knowledge and practice is current and evidence based.
- To complete mandatory training for the Trust and Bury council.
- To act as preceptor, mentor, and assessor for trainees as appropriate to professional group.
- To recognise personal and professional limitations.

Promoting Equality and Reducing Inequalities

- To understand and uphold organisational policies and principles on the everyday promotion of equality, diversity, and inclusion.
- To create an inclusive working environment which values a variety of ideas, experiences, and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust, and the communities we serve. The post holder is expected to ensure their behaviours are consistent with our values at all times.

This job description is not exhaustive, but is intended to give an overall picture of the role. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process

General Duties of all post holders

- To undertake any other reasonable duty, which is appropriate to the band, when requested by Senior Staff.
- To be familiar with and comply with all Trust and departmental policies, procedures, protocols and guidelines.
- To be aware of and work towards the Trusts strategic goals.

Standards of Business Conduct

- The post holder will be required to comply with the organisations standing order and standing financial instructions and at all times, deal honestly with the organisation with colleagues and all those who have dealing with the organisation including patients, relative and suppliers.

- The post holder must ensure that their behaviour and interests inside and outside work do not conflict with their Trust position, duties and/or responsibilities.
- The post holder must comply with and support the development of the performance standards within the service/department to ensure the service is responsive to and meets the needs of its customers.
- The post holder will be required to develop and maintain good working relationships with all patients, service users, staff, contractors and where appropriate, members of the public.
- The Trust aims to maintain the good will and confidence of its own staff, patients, service users, NHS contractors and the general public. To assist in achieving this objective it is essential that at all times, the post holder carries out their duties in a courteous, sympathetic and professional manner.
- All post holders who are members of a professional body must comply with standards of professional practice / conduct. It is the post holders' responsibilities to ensure they are both familiar with and adhere to these requirements and maintain their professional membership to the relevant body.

Equality and Diversity and Equal Opportunities

- The post holder must carry out all duties and responsibilities of the post in accordance with the Trust's Equal Opportunities and Equality and Diversity policies, avoiding unlawful discriminatory behaviour and actions when dealing with colleagues, service users, members of the public and all other stakeholders.
- The post holder must promote awareness of and respect for equality and diversity in accordance with Trust policies and procedures.
- The post holder is responsible for treating all staff, patients, service users, NHS contractors and the general public with dignity and respect at all times.

Safeguarding

- Appointments to regulated and controlled activities require an enhanced DBS disclosure.
- Pennine Care NHS Foundation Trust (PCFT) employees have a statutory duty to promote the welfare of children and young people and to protect adults; enabling them to live free from harm, abuse and neglect.
- Engagement with safeguarding training, in line with responsibilities, is mandatory for all PCFT employees. PCFT employees must familiarise themselves with policies and procedures and adhere to these.
- It is the responsibility of all staff to report safeguarding concerns and familiarise themselves with who to contact in order to do this or seek further guidance.

Professional and Personal Development

- The post holder must ensure that they are aware of their responsibilities by attending the Trust Mandatory Training and Induction Programme.
- The post holder will be involved in a formal appraisal and yearly conversations review with their manager at least every 12 months. Once performance / training objectives have been set, the staff member's progress will be reviewed on a regular basis, so that new objectives can be agreed and set, in order to maintain progress in the service delivery.
- The post holder will be expected to take responsibility for their own professional development and will be supported by the Trust to achieve development opportunities as appropriate.

Confidentiality and Information Governance

- Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to confidential documents and information relating to patients, service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the NHS unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence has been established.
- All information obtained or held during the post-holders period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.
- The post holder must maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date. The post holder must only access information, whether paper, electronic or in other media, which is authorised to them as part of their duties.
- The post holder must work to the requirements of data protection laws as applicable to the UK, which includes the General Data Protection Regulations (GDPR).

Health and Safety at Work

- The post holder is required to take reasonable care of the health and safety of themselves and other persons who may be affected by their acts or omissions at work and to co-operate with the Trust in adhering to statutory and departmental safety regulations.
- The post holder is responsible for ensuring that they do not intentionally or recklessly misuse or interfere with anything provided in the interests of health safety or welfare e.g. misuse of equipment.
- The post holder is required to contribute to the control of risk and must report immediately, using the Trust Incident reporting system, any incident, accident

or near miss involving patients, service users, carers, staff, contractors or members of the public.

- All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy.

Infection Control

- Infection Prevention and Control is the responsibility of all Trust staff.
- All staff members have a responsibility to protect service users, visitors and employees against the risk of acquiring health care associated infections by consistently observing Trust Infection Prevention and Control Policies and procedures and best practice guidance in order to maintain high standards of Infection Prevention and Control.

Sustainability / Net Zero Carbon

Pennine Care are committed to sustainable development, social value and achieving the NHS Net Zero Carbon reduction targets. All employees must play their part and adhere to the principals in the Green Plan, this will ensure our services are efficient, sustainable and carbon emissions are reduced. As an employee you will be expected to conserve energy / water, minimise wastage in all formats, actively promote biodiversity and use sustainable transport whenever possible.

- **Energy:** Switch off non-essential electrical equipment / lighting when not in use. Report heating issues, building too hot / too cold to the Estates Team.
- **Water:** Do not leave taps running and report all drips, leaks, and condensation issues to the Estates Team.
- **Waste:** Follow the Trust waste policy – Reduce – Reuse – Recycle do not overorder equipment / medicines. Healthcare waste must be disposed of in line with the Trust's waste management policy.
- **Biodiversity:** Enhancing biodiversity has a wealth of positive outcomes for our colleagues, services users and the environment. Think of your site, can an area be improved to have a quality green space, specific planting for habitat improvement or the installation of a couple of bird boxes? Contact the estate team for further details
- **Transport & Travel:** Where possible lift share, cycle, walk or use public transport