

**Job Description****1. Job Details**

**Job Title:** Registered Nurse Neighbourhoods

**Reports to:** Lead Nurse Neighbourhoods

**Accountable to:** Neighbourhood Manager/ Dementia Lead

**Band:** Band 5

**Main Location:** Derbyshire County

**Date:** October 2015

**2. Job Summary**

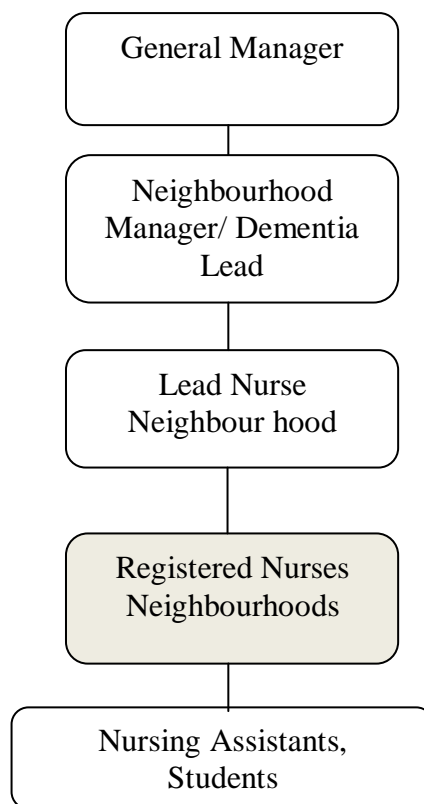
The post holder will be clinically responsible for supporting the delivery of a flexible, responsive local service within a Neighbourhood.

The post holder will work collaboratively with colleagues, key partners and those within the local community to develop services to meet the mental health needs of the community. The post holder will communicate with people with a range of mental health needs, to provide and receive complex, sensitive information to people where there are barriers to understanding.

The post holder will employ a wide range of skills, building on and developing their expertise and actively seeking advice and collaboration with issues which may not be readily within their sphere of competence. As a registered practitioner you are professionally and legally accountable under the NMC code of professional practice.

**3. Dimensions (Financial responsibility)**

The post holder will demonstrate personal duty of care in relation to equipment and resources, there will be occasional requirement to handle small amounts of cash and support senior staff to ensure resources are managed effectively.

**4. Organisation Chart****6. Key result areas****Safe**

1. Utilise best evidence in order to analyse and to undertake a core mental health assessment, Formulate, Plan, implement and evaluate care for a range of patients referred within the Neighbourhood as part of an effective multi-disciplinary approach who have specialist clinical conditions.
2. Communicate complex, and sensitive information in circumstances where mental ill-health creates barriers to understanding, and to overcome barriers to establishing good relationships to enable care planning and collaborative working.
3. Be responsible for assuring individuals on caseload have a personalised plan of care that is formulated in a collaborative way and with agreed outcomes associated with current evidence
4. Assess and devise care plans and deliver care in accordance with the most recent

evidence based guidance and research.

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5. Assume the role as a lead professional/Care Co-ordinator for patients in their caseload.
6. Be responsible for the delivery of core interventions and Wellness Recovery Action Plans (WRAP).
7. Ensure that patients on their caseload have up to date safety plans in place, completed in collaboration and shared where appropriate across the health community.
8. Participate in the process of clinical supervision, both as supervisor, where delegated and supervisee.
9. Provide therapies, within skill set that are appropriate to meet the specific needs of the individual based on their diagnosis, Life stage and abilities.
10. Promote health education in accordance with the trust making every contact count and based upon individuals holistic assessments.
11. The post holder will work in conjunction with current Trust Care Programme Approach processes, assuring that clinical systems are in place for individuals on their caseload
12. The post holder will ensure that the physical health needs of individuals on their caseload are screened, monitored and appropriately responded to.
13. Plan and organise own activities, plan activity of nursing assistants and students where appropriate or where delegated to.
14. To contribute to the learning environment.
15. The post holder will ensure recordkeeping is adhered to in accordance with Trust policy, procedures and NMC guidelines
16. To engage appropriately with carers and ensuring carers assessments are completed in accordance with the Carer's act 2014.
17. To support and advocate for individuals on caseload, for example providing reports and supporting evidence for individuals on the caseload, such as Social Circumstances reports
18. The post holder will be expected to provide interventions to patients experiencing a wide variety of diagnoses.
19. Interventions provided will be within the practitioner's sphere of competency and within their major skill set, the practitioner is expected to liaise with colleagues who may be more experienced within a particular field as and when required
20. To ensure up to date knowledge and skills in the administration of intramuscular injections.

**Effective**

21. The post holder will utilise evidence based practice and National Institute for Clinical Excellence (NICE) guidance to demonstrate the knowledge and skills required to support a patients mental social and physical wellbeing in a community setting
22. The post holder will support people who use the service with promoting effective change to positively impact individual outcomes.
23. The post holder will be responsible for ensuring that their mandatory and statutory training is up to date
24. Plan and organise own daily activities in line with service and patient need.
25. Undertake audits and surveys necessary to own work and occasionally participate in clinical audit and research activity.

**Responsive**

26. The post holder will ensure that a multi professional / agency approach to planning and organising care to ensure it is maintained, whilst valuing the interface of roles and responsibilities and through multi-disciplinary team working.
27. The post holder will ensure that safeguarding procedures are implemented for both adults and children in a safe and timely manner across a defined staff group within the Neighbourhood.
28. The post holder will be responsible for proactively commenting and proposing new systems that support the teams approach to care delivered within the Neighbourhood, utilising best evidence and national guidance.
29. The post holder will Participate in untoward incident investigation and reporting, promoting a 'learning the lessons culture'.
30. The post holder will contribute to the Team management of the Duty system in a support role.

**Well led**

31. The post holder will provide a professional role model for the delivery of high quality care within the Neighbourhood.
32. Contribute to the learning environment and new starters through demonstrating own activities.
33. The post holder will contribute to the Team in developing opportunities for reflective practice and practice development for staff within the Neighbourhood.
34. The post holder will participate in implementing the supervision policy in accordance with the local neighbourhood model.

35. The post holder will participate in annual appraisals. [NHS Foundation Trust](#)

36. The post holder will contribute to development of clinical standards supported by best evidence and national guidance within the Neighbourhood and across the pathway.

37. The post holder will ensure Trust policies, procedures, and legislative directives are advocated and implemented, i.e. Equal Opportunities, Human Rights Act, Disability Discrimination Act, Race Relations, Sex Discrimination and age discrimination.

### **Caring**

38. The post holder is expected to uphold values at all times and ensure that respect, dignity and compassion are at the forefront of interactions with patients, their carers and colleagues, and challenge poor practice in relation to these values.

39. The post holder will use effective interpersonal skills when communicating with patients, carers and relatives and team members across the pathway in order to promote choice, inclusion and personal autonomy.

40. The post holder will communicate sensitive diagnosis and treatment related information tactfully with patients, utilising highly developed communication skills to overcome barriers to understanding.

41. The post holder will communicate sensitive information to carers and relatives.

42. The post holder will use a range of communication styles and methods as appropriate to the task.

**Information Governance**

NHS Foundation Trust

The Derbyshire Healthcare NHS Foundation Trust requires its staff to comply with Information Governance related standards and policies at all times when dealing with confidential information, which includes any information relating to the business of the Trust and its service users and employees.

All NHS employees are bound by a duty of confidentiality and must conduct their duties in line with the NHS Confidentiality Code of Practice, Data Protection Act and Freedom of information Act.

Post-holders must maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately 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.

All Information obtained or held during the post-holder's 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.

Any breach of confidentiality or computer misuse could lead to disciplinary action, and in serious cases could result in dismissal. Breaches after the post-holder's employment has ended could result in the Trust taking legal action against them.

Post-holders must ensure that they are aware of their responsibilities by attending the Trust Mandatory Training and Induction programme.

**Infection Control**

All staff have a responsibility to appraise themselves of how the prevention of the spread of infection relates to their role. They have a responsibility to ensure they are aware of Trust policies and procedures in relation to infection prevention and control, and ensure that they comply with them in fulfilling their role.

**Values**

*As an employee of Derbyshire Healthcare NHS Foundation Trust you are required to adhere to the Trust's overriding value of putting "patients at the heart of everything we do". In recognising both the values expressed in the NHS Constitution and the Trust Values you will:*

- *Take pride in the Trust, show loyalty and commitment.*
- *Build and maintain trust in all our relationships.*
- *Treat everyone with respect, recognise people's differences.*
- *Value everyone, listen to others and respond accordingly.*
- *Be positive, honourable and honest but also sensitive*
- *Be respectful, welcoming, polite and courteous.*
- *Put quality at the centre of all we do.*
- *Educate and develop ourselves to perform to the highest standards*

**Safeguarding – The action we take to promote the welfare of children and vulnerable adults and protect them from harm**

**SAFEGUARDING CHILDREN & VULNERABLE ADULTS IS EVERYONE'S RESPONSIBILITY**

*All staff working within Derbyshire Healthcare NHS Foundation Trust who come into contact with children, young people and/or their families/carers, including those who are non-clinical and those who work predominantly with adults has a duty within their role and responsibility to ensure that they understand what is required of them as an individual and as part of the wider organisation in order to keep children and vulnerable adults safe.*

**9. Job Description Agreement**

Job Holder's Signature..... Date.....

Senior Officer/Head of Department's

Signature..... Date.....

Title:.....

**Job Description Additional Information**  
**Appendix A**

The following additional elements are not fully covered in the current job descriptions.  
Please complete one and attach to your up-dated job description.

<b>Job Title:</b>	Registered Nurse Neighbourhood
<b>Location:</b>	Derbyshire County
<b>Reports to:</b>	Lead Nurse Neighbourhood
<b>Accountable to:</b>	Neighbourhood Manager/ Dementia Lead
<p><b>Physical Effort</b></p> <p>Due to the broad geographical area this post covers the post holder will need to be a car driver or to demonstrate that they can travel within the area frequently, transporting Service Users as needed occasionally, without compromising service needs.</p> <p>The post holder is expected to work with Service users in their homes and occasionally they will need to be aware of and respond to hazards.</p> <p>The post holder will need to be computer literate and use of IT systems on a daily basis.</p> <p>Frequent, light physical effort for short periods of time – driving, walking short distances, computer use.</p> <p>The post holder will occasionally transport and transfer light materials to support groupwork.</p>	
<p><b>Mental Effort</b></p> <p>The working environment is one of unpredictability, due to the needs of the patient group. The work pattern requires frequent concentration when assessing the needs of the patients where the work can be both predictable and unpredictable. There will be times when the post holder will need to deal with patient crisis.</p>	
<p><b>Emotional Effort</b></p> <p>The post holder may experience occasional verbal or physical abuse and aggression.</p> <p>May need to deal with safeguarding incidents and may be called to give evidence in some cases.</p> <p>There may be occasional exposure to distressing or emotional circumstances; and difficult family situations/patients or clients with challenging behaviour.</p>	



**Working Conditions**

The post holder will be working in the community setting within personal environments where, frequently there may be unpleasant smells and odours present. The post holder may occasionally be in contact with unpleasant conditions that relate to suicide, self-harm and potential aggression from patients who may be suffering from a degree of distress. Occasionally the levels of patient impact may relate to highly unpleasant conditions.

Job Appendix Agreed

Job Holders Signature, ----- Date-----

Senior Officer/

Head of Department Signature, ----- Date-----

**PERSON SPECIFICATION****Job title:** Registered Nurse Neighbourhoods**Grade:** Band 5

Area	Essential	Desirable
<b>Attainment/Qualifications</b>	<ul style="list-style-type: none"> <li>Registered Nurse – mental health</li> <li>Degree/ Diploma in Nursing or equivalent experience</li> <li>Membership of a nursing professional body.</li> </ul>	<ul style="list-style-type: none"> <li>ENB 998/Mentoring in Practice</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>Ability to work well as part of a team</li> <li>Ability to build effective working relationships internally and externally to the organisation</li> <li>Ability to reflect and critically appraise own performance</li> <li>Good verbal and written communication skills</li> <li>Good planning, organising and decision making skills</li> <li>Computer literate</li> </ul>	
<b>Knowledge/Experience</b>	<ul style="list-style-type: none"> <li>Demonstrable understanding of Mental Health disorders and treatment models</li> <li>demonstrable knowledge of legislation relevant to Mental Health</li> <li>Working knowledge of the principles of CPA (Care Programme Approach) where appropriate</li> <li>Awareness of Nursing assessments and interventions and outcome measures, relevant to client group</li> <li>Evidence of service receiver and carer involvement activity</li> <li>Commitment to client recovery and person centered practice</li> <li>Understanding of Nursing Professional Code of Conduct, revalidation and core skills, and their application in practice</li> <li>Experience of clinical supervision</li> <li>Awareness of professional and ethical issues</li> <li>Awareness of Clinical Governance</li> </ul>	<ul style="list-style-type: none"> <li>Post-graduate training relevant to specialist area</li> <li>Experience of working with people who have severe and enduring needs</li> <li>Experience of supervising staff and students</li> <li>Experience of audit, research and clinical governance procedures and their application in practice</li> <li>Knowledge and application of theoretical models of practice</li> </ul>
<b>Values</b>	<ul style="list-style-type: none"> <li><i>Respectful and build Trust</i></li> <li><i>Compassionate</i></li> <li><i>Be responsive, listen and positive</i></li> <li><i>Dignity</i></li> <li><i>Value &amp; support other people</i></li> <li><i>Engage and Encourage</i></li> <li><i>Value learning and innovation</i></li> </ul>	