



## JOB DESCRIPTION / COMPETENCY PROFILE

<b>Job Title</b>	Mental health Nurse(Developmental Role)
<b>Payband/Grade</b>	Band 5 with developmental plan to Band 6 after 18 – 24 months (subject to evidence of competency)
<b>Directorate</b>	Specialist Services – Drug and Alcohol
<b>Job Description Reference</b>	SPS – 5/6

**My job makes better lives by** providing an outstanding, accessible and non-stigmatising, support to people who are dependent on drugs and/or alcohol

**Job Overview (Band 5)** to be a member of the Substance Misuse Service by working alongside our band 6 and 7 practitioners in order to expand skills and experience in the treatment of people with substance misuse . You will learn from experience, peer mentorship, practice and reflection until you are confident and competent to practice more autonomously as a band 6 practitioner.

**Current Vacancies:** 1 post in Redhill  
1 post in Farnham

<b>NHS Competencies</b>	<b>B5</b>	<b>B6</b>
Communication	2	2
Personal and People Development	1	2
Health, Safety and Security	1	1
Service Improvement	1	1
Quality	1	2
Equality and Diversity	1	2
IT Skills	2	2
<b>Statutory Requirements</b>		
Professional Registration NMC		

<b>Personal Competencies</b>	<b>B5</b>	<b>B6</b>
Interpersonal Sensitivity	2	2
Courage	2	2
Teamworking	2	2

<b>Values</b>
Treat People Well
Create Respectful Places
Involve not Ignore
Open, Inclusive and Accountable

### Qualifications required

RMN

**Registration with a registered body is essential.**

### Experience required

**Band 5** –experience working with people with Substance Misuse issues

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**Band 6** – 18/24 months post qualification experience

- Willingness to complete Mentorship course

### **Experience required**

- Evidence of post qualification study
- 18/24 months experience as a Band 5
- Aware of personal and professional boundaries

**Suitable for someone who** is person centred, positive, motivated and passionate about providing a high quality holistic approach to the care and support of people dependent on drugs and/or alcohol

### **Key Responsibilities**

#### **Band 5**

- Embody the visions and values of Surrey & Borders Partnership Foundation NHS Trust
- Adhere to the code of practice/conduct of your registering body at all times
- Discharge professional responsibilities under the Mental Health Act (1983) and revised subsequent act Mental Capacity Act (2005) and the NMC Professional Code of Conduct
- Be accountable and responsible for own practice.
- Develop, implement and evaluate evidence based programmes of care; set standards of care and liaise with other agencies.
- Participate in the multi-disciplinary assessment of individuals with mental health problems or vulnerabilities living in the community, by providing a community mental health perspective and expertise
- Ensure that a risk assessment is completed for all service users
- Adhere to professional confidentiality standards
- Be aware of the potential for vulnerability to abuse amongst the people who use this service, and use of the local policy to inform appropriate personnel in line with safeguarding vulnerable adults and children and SABP Policies
- Ensure that a carers assessment is offered to carers of service users, as in line with Standard 6 of the National Service Framework.
- Help develop and maintain effective joint working arrangements with colleagues in the community mental health services, residential services, primary health care, social services and voluntary services, thus facilitating the co-ordination and comprehensiveness of provision.
- Utilise the full range of mental health skills to participate in the assessment, care and support of people who use this service.
- Use specialised knowledge, experience and skills in direct clinical work and act as a resource for the team and other agencies. This may include development of social networks and accessing other services/resources, Substance Misuse promotion,

counselling and intercultural therapy, encouraging service user participation at all times.

- Participate in the provision of substance misuse advice and consultation to colleagues, community groups and organisations.
- Promote the recovery model to the people who use the service and their carers
- Act in a manner to respect the customs, individuality, values, sexuality and spiritual beliefs, actively supporting the individual to fulfil these.
- Ensure detailed and appropriate records are maintained to demonstrate that contact with people who use services, and their carers', is meaningful and effective.

## **Key Responsibilities**

### **Band 6 (in addition to those responsibilities at Band 5)**

- Utilise a range of specialist skills appropriate to the needs of individual patients and the clinical setting in which they are required to be seen and work autonomously
- Co-ordinate and monitor the delivery of person centered healthcare to a designated group of people who use our services, using complex clinical decision making where appropriate.
- Responsible for the full assessment of the substance misuse/psychosocial needs of those patients who have been referred to the service; including the comprehensive assessment of risks to self and others
- Responsible for the development, implementation and evaluation of robust care plans based on a clear assessment and formulation of the person's needs and with input from the service user; which may include urgent referral to mental health services, social and voluntary services
- Work as a member of the MDT in assessing and planning care and responding to changes in people who use our services
- Act in a manner to respect the customs, individuality, values, sexuality and spiritual beliefs, actively supporting the individual to fulfil these.
- Ensure provision of therapeutic activities, emotional support and stability to clients to ensure effective engagement whilst maintaining professional boundaries.
- Create, develop and maintain professional supportive relationships with all members of staff, with other professionals and agencies to enhance recovery.

## **Communication**

- Accurately record all contacts with service users in electronic progress notes in line with SABP record keeping policy.
- Ensure effective communication with clients, relatives and carers, visitors, staff and others.
- Ensure that all communication takes place in a manner that is consistent with legislation, policies and procedures.
- Develop measures to improve communications where barriers exist
- Ensure that consent to intervention or assessment is sought in a manner that is meaningful to People who use our services.
- Communicate with people in a manner that is consistent with their level of understanding, culture and background

- Communicate assessment and discharge planning information to the referrer, G.P and other relevant professionals in accordance with service expectations and policy

## **Quality**

- Lead the development, maintenance and monitoring of service standards, collect and collate data/ information effectively for the purpose of audit, research and service performance.
- Identify, implement and evaluate, with others, areas for potential service improvement and to agree further action
- Develop, with others, measures for service standards, including benchmarking, and to identify areas for potential service improvement.
- Contribute to the maintenance, monitoring and implementation of service standards and policies.
- Promote shared decision making with service user/relatives/carers, as appropriate, involvement in all aspects of their care.
- Contribute and make suggestions to the improvement of services.
- Identify issues of concern at work and alerting appropriate personnel
- Present a positive image of the team, service and trust.
- Work effectively in own team and as part of the whole organization...
- Ensure the availability of clinical supervision and preceptorship
- Ensure structures are in place for effective appraisal, personal development and performance management and audit these regularly
- Assess and plan care in a manner that is consistent with the Evidence based practice, policies and procedures and the management of risk

## **Risk Assessment**

- Understand the range of risks potentially faced by the service user group.
- Undertake risk assessments and management strategies in line with trust and local policies, and ensure the delivery of care within same.
- Recognise potential crisis situations and act responsively and responsibly to resolve the situation, seeking assistance if required.
- Be aware of the potential for vulnerability to abuse amongst the service users/families, and use of the local policy to inform appropriate personnel in line with safeguarding vulnerable adults and children and SABP Policies
- Take all possible precautions to safeguard the welfare and safety of staff, service users, visitors and the public, by implementing all policies related to health, safety, security and risk.
- Identify and address health education issues that cause risks relevant to service user group.

## **Professional/Personal Development**

- Utilise in clinical supervision, and appraisal in enhancing performance development.
- Identify one's own development needs and set personal development objective in collaboration with the appraiser.
- Adhere to the Nursing and Midwifery council code of professional conduct for nurses.

- Ensure attendance at all SABP essential training.
- Demonstrate the achievement of competencies through the collection of evidence within a personal portfolio.
- Participate in the orientation and induction of all new staff.
- Contribute to the experience of learners and to ensure delivery of mentorship requirements meeting NMC standards for nursing students.

### **Management**

- Participate in the recruitment, deployment and management of staff in line with SABP policy.
- Lead the development, maintenance and monitoring of service standards, collect and collate data/ information effectively for the purpose of audit, research and service performance.
- Identify, implement and evaluate, with others, areas for potential service improvement and agrees further action.
- Ensure structures are in place for effective appraisal, personal development and performance management and audit these regularly.
- Assess and plan care in a manner that is consistent with evidence based practice, policies and procedures and the management of risk.
- Take all possible precautions to safeguard the welfare and safety of staff, service users, visitors and the public, by implementing all policies related to health, safety, security and risk.
- Adhere to professional confidentiality standards.

## Development Expectations: Overview.

Development will be personalised to the successful postholder and may range from 18mths to 24months dependent on achievement of the development plan. The example given below is an example for illustrative purposes.

The person will be allocated a local mentor to support them in the first 6 months. The following is an outline of the development expectations over time for the post. However, it is not exhaustive. Individual development plans will be implemented.

The clinical and managerial supervision process within the Substance Misuse Service will monitor and tailor the process to each individual and will monitor progress after 6 months.

It is expected that by the end of the 1 year development period the person will be able to demonstrate meeting the required competencies at a Band 6 level as outlined in the above job description and that the person has taken direct responsibility for that development or communicated difficulties in doing so via the support systems provided.

Time scale	Includes	By the end of the period the practitioner will	Details
0-3	Trust induction	Have attended the required trust induction. Achieved access to the required IT Become familiar with the trust web and where to find essential information / policies Attended or planned for all Statutory and Mandatory training requirements.	Statutory and Mandatory training Email, RIO, ESR  ESR matrix /team matrix
	Team induction	Completed inductions on all relevant sites Developed a specific orientation plan with team members to include visits to all partner resources Attend a number of assessments and contacts Established a clear supervision and clinical support network	Lone working Operational practice in the sites Sickness, Annual leave Local resources Wide MDT range Nursing practice Support networks and use of resources around us

		<p>Discuss the various areas of specialist knowledge within the substance misuse field and know which team members can support with this.</p> <p>Specifically become familiar with the processes around Substance Misuse Treatment</p> <p>Identified any educational needs evident at this stage and planned learning and development or discussed with Clinical Lead</p>	
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3-6	First appraisal	Presented initial assessments Develop own base line for first appraisal.	Presentation Organisation Time management
6- 12	Generic	Full responsibility for assessments, care plan, interventions. Show an awareness of risk issues and need to seek counsel from leader or clinical supervisor.	Must do full risk assessment process.
9-18	1 <sup>st</sup> appraisal review	Specialist interest. Fully competent Practitioner Team role Develop Lead within team	