

Job Description

1. Job Details

Job Title: Lead Nurse

Reports to: Clinical Operational Manager Intensive Support Team

Accountable to: Deputy Area Service Manager (DASM)

Band: 6

Main Location: IST, St Andrews House, Derby

Date: Updated April 2023

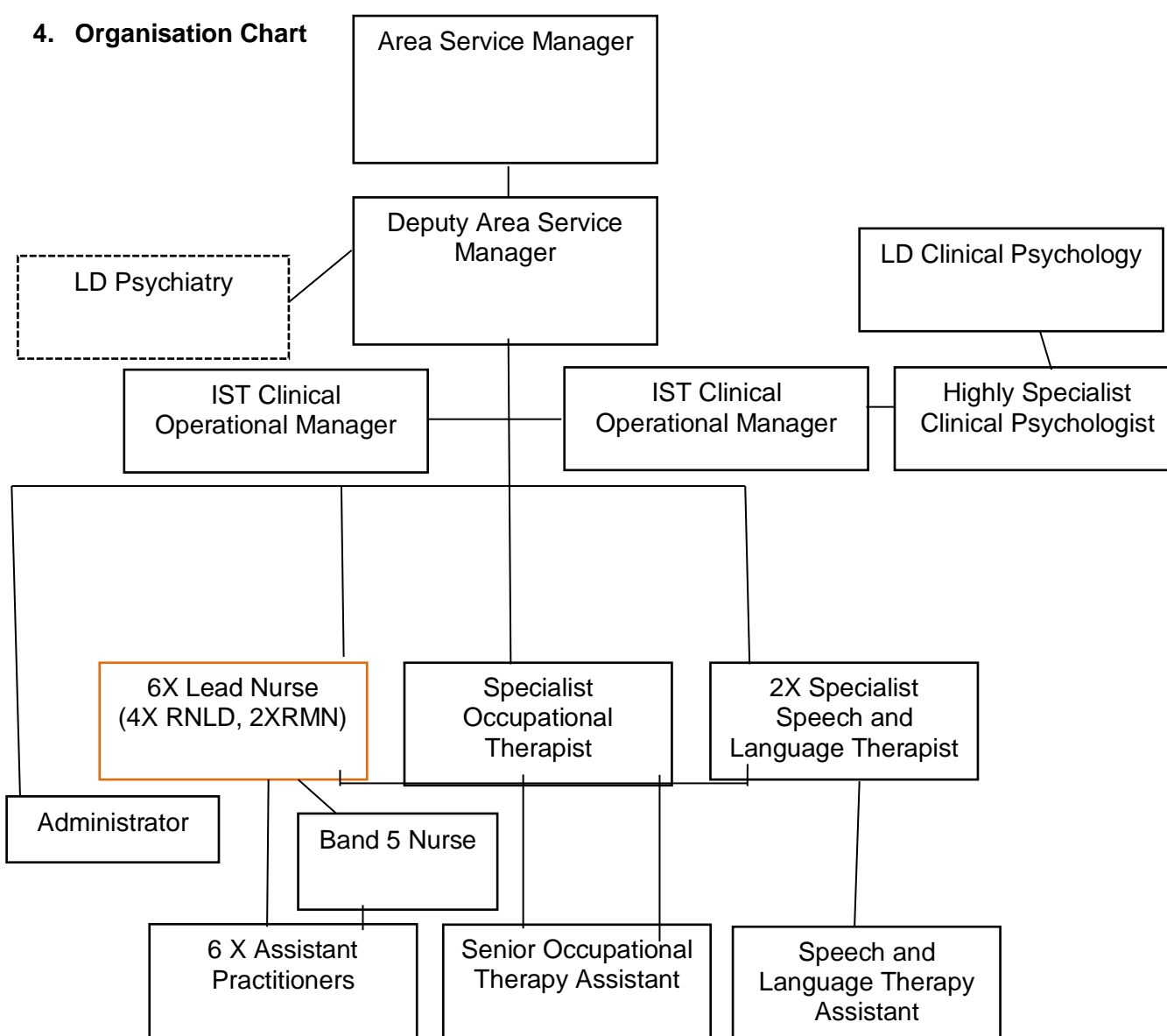
2. Job Summary

1. To provide a specialist health service to people with Learning Disabilities, Mental Health problems, Complex / Challenging Behaviours and Autism (in conjunction with Adult Mental Health Teams). In addition there is the expectation to work collaboratively with CYP/CAMHS/CBS with children from the age of 16 to support transition to adult services.
2. To assess, plan, coordinate, implement and evaluate direct care.
3. To provide bespoke intervention for individuals on a 24 hour basis (As required) in their own home or care setting
4. Core hours Mon-Fri, 8am to 8pm, Sat-Sun 9-5 utilising a shift pattern on a rota basis
5. Provide a 24 hour Crisis Resolution Service on a rotational basis. (In addition to planned work, IST provides a 24 hours a day, 365 days per year Crisis service to Derby City and South County.)
6. To supervise and support other team members working in challenging situations.
7. To provide specialist assessment and specialist interventions to people with a learning disability who also have complex communication difficulties, mental health problems and challenging behaviours that are difficult to support.
8. To provide education, training and support to a range of professionals, paid and unpaid carers to ensure effective interventions are implemented.
9. To support the development of 'Capable Environments' through close working with families, carers and private providers
10. To provide Positive Behavioural Support plans and functional analysis of behaviours (where appropriate) to prevent avoidable placement breakdown and admission to hospital beds
11. To liaise and joint work with a range of other services and disciplines such as Social Services, Acute Mental Health and the Police.

3. Dimensions (Financial responsibility)

1. To comply with and support more junior staff to comply with national, local and Trust financial policies, procedures and guidance in order to maintain a safe environment and good working practices
2. To be fully responsible for post holder's own accurate petty cash, travel and overtime claims and to support more junior staff to do the same
3. To prescribe equipment ensuring best value for money and in line with local policy and procedures

4. Organisation Chart



5. Knowledge, Skills And Experience

See Key results area and person specification sections

6. Key result areas (Main duties/responsibilities)

Clinical/Management

1. To work as an effective member of the IST undertaking a range of specialist assessments appropriate to the sphere of work.
2. To plan and organise own caseload to meet service user and service priorities.
3. To undertake specialist interventions with clients following assessment findings taking in to account the need to assess capacity and gain valid informed consent where possible which often involves a series of complex decisions.
4. Have the ability to work in this specialist area where service users experience high levels of communication difficulties.
5. To be able to demonstrate a high level of clinical problem solving and judgement to people with a learning disability with very varied and complex needs.
6. To formulate care plans, carry out risk assessments and ensure that information is cascaded to other team members.
7. To work closely with the Multi-Disciplinary Team to provide comprehensive assessment and treatment plans in line with the care pathway.
8. To work on a daily basis without direct supervision.
9. To liaise and negotiate with other agencies, service users, carers and professionals when planning and evaluating care for individual clients whilst following data protection act and Caldicott principles.
10. Ensure appropriate referrals to other agencies are made.
11. To Chair and participate in a variety of meetings relevant to individuals, team developments and service developments.
12. To participate in the monitoring, administration, storage and maintenance of medication as appropriate in line with Trust medicine code and NMC guidelines.
13. To have a sound knowledge of the types of medication used with this service user group.
14. To advocate on clients behalf in order to facilitate their use of mainstream services and indirectly work to influence the ability of mainstream services to respond to the mental health needs of people with learning disabilities.
15. Have a high degree of skill in working with individuals who challenge.
16. To carry out communication in an emotive environment and be able to deal with people sensitively to ensure dignity and respect is paramount.
17. To overcome barriers to communication using a range of communication methods, e.g., Makaton. To adapt information into a format that is accessible for people with a learning disability.
18. To produce accurate evidence based written reports.
19. To participate in projects and advise on changes to practice where relevant.
20. Have a working knowledge of person centred approaches and how to use them to promote positive outcomes for the individual.
21. To organise staffing and consider operation considerations when coordinating packages of care.
22. To model and teach packages of care/support on an individualised basis.
23. To seek to diffuse situations of aggression and abusive behaviour guided by care plans, risk assessments, good practice and established precedents, using a degree of initiative where necessary, and report to the MDT/ RMO/ Service Manager.
24. Take a lead role in the 24hour crisis resolution component of the service providing specialist support out of hours, working collaboratively with other agencies (Mental Health Teams, Police, Social Services)

25. To enable service users to acknowledge their need for support (Advocacy) and enable them to access this support as required.
26. To share knowledge and skills with carers in an attempt to facilitate greater understanding of mental health problems as agreed and within the scope of the care plan.
27. To promote leisure and therapeutic activities.
28. Due to the broad geographical area, ability to travel distances, transporting service users as necessary.
29. Adhere to the trust working alone policy.
30. To support individuals who experience a range of mental health problems.

Clinical Governance

31. To keep accurate and up-to-date records of clients progress and interventions in accordance with the Trust policies and national standards.
32. To adhere to policies of Derbyshire Mental HealthTrust and NMC policies relating to professional conduct and standards. To comment upon and contribute to the development of relevant new policy.
33. To demonstrate a sound understanding of the clinical governance framework to ensure a high standard of clinical care.
34. To manage clinical and non-clinical risk within own area.
35. To be involved in risk assessment and adult protection recording.

Educational Development

36. To maintain up-to-date knowledge of relevant documents, policies and Acts of Parliament relating to learning disabilities.
37. To promote an increased awareness of the nature of learning disabilities and the need for a positive approach to the client group.
38. To attend mandatory training courses and relevant training as required meeting individual needs identified through IPR and with use of yearly appraisals.
39. To supervise Student Nurses and Assistant Practitioners as appropriate and complete IPR's for these staff.
40. To participate in clinical supervision and individual staff guidance and development and caseload management.
41. Develop and encourage a culture of life long learning and commit to ongoing training.
42. To participate in the change management agenda taking into account local and national policy directives.

Demanding Nature of Job

43. To work alone in a community setting.
 44. To attend adult and child protection meetings.
 45. To work with people with difficult behaviours and dual diagnosis.
 46. Exposure to the potential for verbal and physical aggression.
- The duties and responsibilities of this post may, from time to time, need to change to reflect developments and changes in the Service and its organisation. The implementation of any variation will only be undertaken following proper consultation with the post holder concerned.

The post holder will be expected to comply with the Trusts Standing Orders, Standing Financial Instructions and other Trust Policies (eg Health and Safety).

Information Governance

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 it's 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 it's 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.

7. Communications and Working Relationships

INTERNAL

1. Skills in communicating with Service Users with highly complex communication needs as standard (Learning Disability/ ASD); overcoming communication barriers.
2. Ability to use specialist communication skills to assess and facilitate capacity and consent.
3. Skills in communicating highly sensitive and/or contentious/ emotive information in planned and crisis support.
4. Skills in communicating with people presenting with behaviour that challenges and/ or acute mental ill health.
5. Skills in communicating with service users and/or carers in crisis situations.
6. Excellent written communication skills –see key result areas.

EXTERNAL

1. To present professional communication and negotiation skills when communicating with outside agencies, including MDT meetings.
2. Skills in presenting information as part of clinical role and member of wider LD Service.
3. Delivering formal and informal training as part of clinical role and member of the LD Service.

8. Most Challenging Part of your Job

Exposure to unpleasant working conditions and some exposure to hazards in the form of physical aggression and exposure to bodily fluids and possibly unhygienic environments.

Occasional direct exposure to highly distressing or emotional circumstances e.g. disclosure of abuse, severe challenging behaviour and removal of people from home environments.

To be able to physically manage clients including positive approaches to challenging behaviour and specialist physical interventions and apply them to service users who challenge.

To ensure the safety of service users, families/carers and the general public.

To apply manual handling approaches to service users who have physical disabilities.

This post will include frequent travelling. Due to the broad geographical area, ability to travel distances between bases and service users environments, and potentially supporting service to travel to health related appointments is essential.

9. Job Description Agreement

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

Senior Officer/Head of Department's

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

Title:.....

Job Description Additional Information
Appendix A

Job Title:	Lead Nurse
Location:	IST
Reports to:	IST Clinical Operational Manager
Accountable to:	Deputy Area Manger
<p>Physical Effort</p> <p>Post holder is expected to use specialist physical interventions to manage incidents of violence and aggression.</p> <p>Post holder will be required to work shifts including on call.</p> <p>There is a need to travel across a large geographical area as required.</p> <p>Post holder is expected to complete physically exerting activities with service users as appropriate to need.</p>	
<p>Mental Effort</p> <p>The working environment is one of unpredictability due to the needs of the service users.</p> <p>The work pattern can include extensive time where the post holder is intensely supporting service users where continuous assessment of needs and behaviour and environment is required for hours at a time. This includes volatile situations where service users are in crisis or immediate distress in a range of environments including homes, hospitals, residential placements and police custody.</p> <p>On call shifts and activity can last up to 12 hours at a time.</p> <p>Staff can be working in highly stressful situations.</p> <p>Some tasks require prolonged periods of concentration i.e. when carrying out Intensive Interaction or programming electronic AAC devices.</p>	
<p>Emotional Effort</p> <p>The post holder will frequently experience service users in distress who can be verbally abusive and/or physically aggressive. Post holders will work in highly distressing situations such as severe challenging behaviour, self-harm, suicide, disclosures of abuse and safeguarding.</p> <p>The post holder may be called to give evidence in court or safeguarding proceedings in some cases.</p> <p>The post holder will support families and carers under the 'think family' agenda in emotionally challenging situations including discussing quality of life decisions.</p> <p>The post holder may be supporting carers/ other professionals who are emotionally drained.</p>	
<p>Working Conditions</p> <p>Contact with unpleasant conditions and some exposure to hazards that relate to suicide, self</p>	

harm, overdose, criminal behaviours as well as potential verbal and physical aggression from service users and/or family/ carers who may be suffering from a degree of distress.

Working into unfamiliar environments.

Working in environments where the general public may be distressed or hostile.

Job Appendix Agreed

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

Senior Officer/

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



Derbyshire Healthcare
NHS Foundation Trust