



JOB DESCRIPTION

For Personnel use only

Job reference number: HCA 204

Job Title: Assistant Practitioner Mental Health – Offender Health

Reports to (post title): Senior Mental Health Nurse

Role Purpose:

Work as part of the Prison Health Team, providing support to patients with mental health difficulties, during the time they spend in prison and when they are first released back into the community.

Work is guided by standard operating procedures, protocols or systems of work but the post holder will make judgements and plan activities, which contributes to service development and demonstrates self-development within their scope of competency.

May have responsibility for supervision of some staff and participate in the mentorship of learners

Trust Values

All colleagues are expected to demonstrate at interview and throughout employment that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values:

Trust Honesty Respect Compassion Teamwork

Role Context:

Working as part of the Integrated Healthcare team within a custodial setting and at times in the community as required.

Key Accountabilities

To organise and facilitate own clinics within own scope of competency, this will include the provision of Metabolic Monitoring and Annual Health Checks

To manage own caseload, offering patients emotional support, reporting health deterioration in mental state or changes in presentation of patients identified during interaction and clinics to the registered nurse on duty and ensure accurate records are maintained.

To participate in the 'Critical Time Intervention' support for patients with mental health

Performance Measures

Clinic ledgers

Patient records

User feedback

<p>issues when they leave prison. To contribute to the discharge planning and follow-up support for individuals who are assessed as needing additional support when they are released from prison.</p> <p>To assess client needs, showing empathy and re-assurance to patients, and respond accordingly</p> <p>To promote the independent self- management of patient healthcare needs.</p> <p>To undertake clinical procedures following appropriate training and assessment.</p> <p>To undertake physical observations of blood pressure (manual and automated), pulse, temperature, respiration rate, SPO2, peak flow rate, capillary blood glucose and urinalysis</p> <p>To work with Prison Health Promotion team to undertake a range of health promoting activities e.g. healthy lifestyle checks, sexual health advice, weight management programmes, and signposting to appropriate services/agencies.</p> <p>To ensure clinical environments are prepared and maintained according to Health and Safety and Infection Control policies.</p> <p>To maintain accurate written information in line with current policies and procedures.</p> <p>Be personally responsible for maintaining skills, knowledge and competence in the use of SystmOne.</p> <p>To work within prison protocols, orders and instructions.</p> <p>To observe confidentiality and maintain a professional image at all times in accordance with the Trusts professional conduct guide (bands 2-4)</p> <p>Respect patients individuality and maintain their privacy and dignity within the constraints of the custodial environment.</p> <p>To attend appropriate training sessions, including in-service training to take every reasonable opportunity to develop, improve and maintain clinical skills and knowledge.</p> <p>Mentorship of other colleagues and students as appropriate to the role.</p> <p>To answer enquiries in a helpful or welcoming manner.</p> <p>To contribute towards ordering, distribution and maintenance of equipment.</p> <p>Responsible for the maintenance of stock control for equipment and consumables as appropriate</p> <p>To work with other team members and patients to facilitate continued development of a needs-led patient focused service.</p>	<p>PAD</p> <p>Supervision records</p> <p>Training records</p> <p>Audit / observation</p>
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<p>To participate in audit/research activity as required.</p> <p>To take part in wing based duties alongside other members of the mental health team.</p> <p>To provide health escort duty to hospital if it is assessed as appropriate.</p> <p>To participate in the ongoing development of the assistant practitioner role.</p> <p>Ensure that policies and procedures are followed and be involved in the development and review of new procedures.</p> <p>To provide support in the administration of medication alongside competent others.</p>	
Dimensions	
<p>Working within custodial environments housing up to 1060 prisoners/detainees</p> <p>Involved in the care of prisoners/detainees under supervision.</p> <p>Liaises with the nursing and wider healthcare team, prison/IRC staff to ensure continuity of care.</p> <p>To work across other prison/IRC sites as required to meet the needs of the service</p>	
Safeguarding	
<p>All employees are responsible for taking all reasonable measures to ensure that the risks of harm to children and vulnerable adults are minimised. They should take all appropriate actions to address concerns, working to agreed local policies and procedures including the guidance on Safeguarding, in partnership with other relevant agencies. This includes accessing appropriate training, advice and support</p>	
Disclosure and Barring Services	
<p>Where this post meets the definition of 'Regulated activity' as defined in Safeguarding Groups & Freedoms of Protections, the post will be subject to a DBS Disclosure check at the point of recruitment and thereafter, as the Trust determines appropriate</p>	
Infection Control	
<p>All employees of Nottinghamshire Healthcare NHS Trust have an individual responsibility to have knowledge of and employ the basic principles of infection prevention and control practice. All employees must comply with Infection Prevention and control mandatory training requirements specific to their role</p>	
Equality & Diversity	
<p>All staff should be able to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion as identified within the Trust's Equality and Diversity Policy and associated Equality, Diversity and</p>	

Human Rights legislation
Sustainability and Net Zero – Supporting Our Green Plan
<p>The Trust places great importance on reducing its carbon footprint and maximising the positive social, economic, and environmental outcomes of Trust actions and activities on its patients and the planet. It is the responsibility of all staff to support the delivery of the Trust's Green Plan and contribute to achieving Net Zero Carbon. This will include using energy and water efficiently, reducing the consumption of materials, reducing waste, and increasing recycling, printing less, reporting faults or heating/cooling concerns promptly and minimising travel.</p>
Communication
<p>To ensure effective communication between clients through direct contact</p> <p>This will involve the exchange of complex and sensitive information and situations that require empathy, tact and reassurance skills to overcome a number of barriers in acceptance when giving condition related advice.</p> <p>To facilitate good communication between multi-professional teams and other agencies</p>
Knowledge, Training and Experience
<p>NVQ 3 in a health related subject (or equivalent evidence of clinical experience)</p> <p>Additional training to foundation degree or BTEC diploma level equivalent</p> <p>Health experience with direct patient contact.</p> <p>Effective communication skills</p> <p>IT skills</p> <p>Follow agreed guidelines/protocols for effective service provision.</p> <p>Maintain and keep up to date PDR and improve personal skill levels through the use of established competencies</p> <p>Engage in clinical supervision</p>
Analytical and Judgement Skills
<p>To adapt the approach used to take account of patients individual needs, which may involve complex, unpredictable and difficult situations, e.g., challenging behaviours or palliative care needs.</p> <p>Assessing events, problems or patients conditions to determine the best course of action</p> <p>To feedback, monitor and update on the progress and needs of clients/carers to the relevant Professionals.</p>

Planning and Organisational Skills
<p>Organise and facilitate own clinics within scope of competency.</p> <p>To maintain and review data systems relating to patient registers, recalls and reviews.</p> <p>Responsible for ensuring clinics are booked and planned effectively to meet the performance requirements of the contract.</p> <p>Responsible for assisting junior staff and learners in the planning and organisation of patient care and interventions.</p>
Physical Skills
<p>The post holder will be competent in the use of specialist equipment for the assessment of patients including spirometers, ECG machines, 24hr ABPM, utilising skills acquired through training.</p> <p>The post holder will have standard keyboard skills.</p> <p>Break away.</p> <p>To undertake technical and clinical procedures following appropriate training and assessment.</p>
Responsibility for Patient/Client Care
<p>The post holder provides clinical technical services for patients and clients alongside clinical advice / teaching on a daily basis which contributes to the care and well-being of clients.</p> <p>To assess client needs, showing empathy and re-assurance to patients, and respond accordingly</p> <p>To report health deterioration in mental state or changes in presentation of patients identified during interaction and clinics to the registered nurse on duty and ensure accurate records are maintained</p> <p>When appropriate provides direct personal care to patients</p>
Responsibility for Policy/Service Development
<p>Implements policies for own work area and proposes changes to working practices or procedures for own work area.</p> <p>The duties and responsibilities of the post will be undertaken in accordance with the policies, procedures and practices of Nottinghamshire Healthcare NHS Foundation Trust</p> <p>It is the post holders responsibility to ensure that they keep up to date with Trust, Prison and Local policies and procedures</p>
Responsibility for Financial and Physical Resources

Responsible for the safe use of equipment and resources used within own scope of practice and by those working under supervision of the post holder.

Assists in the management of stock control. Responsible for the maintenance of stock control of equipment and consumables as appropriate

Responsibility for HR

Provide advice and demonstrate own activities to new or less experienced members of the team.

Responsible for the supervision of appropriate students / learners i.e. NVQ level 3 and the provision of practical training within own work area.

Attends and actively participates in mandatory, essential and other training.

Engage in managerial and clinical supervision.

Responsibility for Information Resources

Records personally generated information

To maintain accurate records of clinical activity within the patient notes

Ensure adherence to information governance policies.

Responsibility for Research and Development

Undertakes surveys or audits as necessary to own work.

May occasionally participate in R&D clinical trials or equipment testing.

Auditing the effectiveness of the annual review systems and achievement of performance requirements relevant to role.

Freedom to Act

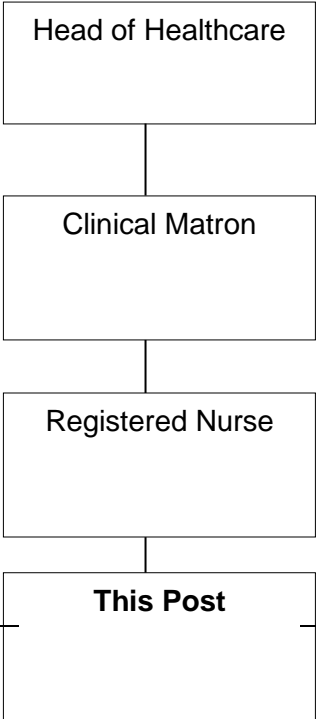
The post holder is required to follow defined procedures and protocols. Registered professionals are always available for reference/support and the post holder will understand what standards should be met.

Physical Effort

The post holder will be physically able to attend and respond to emergency calls across the prison environment

Frequent requirement for light physical effort for several short periods during a shift.

Requirement to walk to prison wings, clinic areas and reception across a large geographical site.

Respond to healthcare emergencies and incidents.
Mental Effort
<p>Frequent concentration required when assessing patients, writing reports, conducting screening tests. Work pattern is unpredictable due to the nature of the client group.</p> <p>May be required to respond to an emergency situation.</p>
Emotional Effort
<p>There will be occasional exposure to distressing or emotional circumstances</p> <p>There will be occasional exposure to aggressive and / or unpredictable patient behaviour.</p> <p>There will be a need to work safely within a secure environment.</p>
Working Conditions
<p>Prison environment that provides health care services for offenders. This may involve being a subject of search and security procedures, responsibility for keys and working in a restrictive locked environment.</p> <p>Occasional exposure to unpleasant working conditions.</p> <p>Occasional exposure to verbal aggression.</p> <p>Occasional exposure to body fluids (such as management of patients who have self-harmed)</p>
Organisation Chart
 <pre> graph TD A[Head of Healthcare] --> B[Clinical Matron] B --> C[Registered Nurse] C --> D[This Post] </pre>

Our promise to you

We will ensure that you are supported and lead in line with our Trust Values: **Trust**, **Honesty**, **Respect**, **Compassion** & **Teamwork**



Nottinghamshire Healthcare NHS Foundation Trust actively works to fulfil the seven elements of the NHS People Promise.

We will adhere to the promise and support all our colleagues, assuring that we are continuously striving to listen to colleagues, adapting accordingly and striving always to be the best place to work.

