

JOB DESCRIPTION

Job Title: **LIAISON PSYCHIATRIC NURSE (LPN)**

Grade: **BAND 6**

Location: **NORTHWICK PARK HOSPITAL**

In order to meet the needs of the Trust's services you may be required from time to time to work outside your normal place of work. The Trust reserves the right to change your normal place of work to any other location within the Trust.

Responsible To: **Liaison Team Manager**

Accountable To: **Liaison Team Leader**

Key Relationships: **Accident and Emergency Department Staff, North West London University Healthcare NHS Staff, Mental Health Unit staff, Community Mental Health Teams, Home treatment teams, Local Police, Local Authority**

Job Purpose: These posts represent an excellent opportunity to work in a rapidly developing mental health team, to develop clinical and interpersonal skills and to make a meaningful contribution to clinical care. The liaison psychiatry team provide psychiatry input to the inpatient wards and emergency department for all patients from age 18 upwards, including older adults.

We work closely with both inpatient medical/surgical specialties and mental health services. The cases we encounter reflect the whole spectrum of psychiatric conditions, from common and severe mental disorders, people with drug and alcohol use disorders, to somatoform disorders, organic behavioural disorders and people who have harmed themselves.

The main purpose of the role is to provide a mental health liaison service to the acute Trust (LNWH), undertaking full biopsychosocial assessments of patients in the Emergency Department and the medical wards in order to advise on management, risk management and treatment of patients referred to the Liaison team.

The Northwick Park Mental Health Emergency Centre (MHEC) is a linked team to the Liaison team. As part of

the Psychiatric Liaison Nurse role you will spend some of your rostered time working as the Nurse in charge of the MHEC. This entails providing assessment and review of patients in the MHEC, undertaking dynamic risk assessments and working towards safe discharge plans.

KEY RESPONSIBILITIES

Clinical

1. Provide assessment of health needs of all patients over the age 18 years + over in the hospital, including those who self-harm, learning disabilities, have substance misuse issues, have perinatal mental health issues or have mental health difficulties commonly associated with old age, including dementia.
2. To provide clinical assessment and skilled management of patients in the Mental Health Emergency Centre to facilitate short periods of ongoing assessment and discharge planning
3. Provide support and information for significant others involved in patient care, or referral to appropriate agencies.
4. Work alongside members of the Trust's Psychological team and attend meetings and ward rounds. Feedback information regarding patients as required.
5. Liaise with other disciplines working within the community, offer input, education and support regarding patient care. Give information/support via telephone where appropriate regarding mental health issues, documenting as required.
6. Maintain confidential up to date records and provide letters, reports, statistical and audit information as required, always adhering to NMC (Nursing and Midwifery Council) guidelines.
7. To be the first line of contact for section 136 (MHA 1983) patients. Arranging for the Approved Mental Health Practitioner and section 12 approved doctor to attend A&E. Assessing patient with the duty doctor as part of the section 136 assessment process.
8. To provide practical advice, support, guidance and information to newly rostered SHOs.
9. To provide support and advice to patients, GPs and others regarding prescribed medication, treatment, and referrals to other agencies.

10. The post holder will be able to work flexible and unsocial hours as necessary to provide assessment and support for service users.
11. To provide psychiatric liaison service to service users admitted to medical wards
12. To provide support and guidance to new members of the team, as well as students.
13. To provide clinical assessment and review of patients transferred to the MHEC.
14. To manage the day to day running of the MHEC on certain shifts including medication administration, review of complex cases and liaising with outside services to facilitate safe discharge plans.

Management

1. Prioritise and organise own work effectively. Triage all urgent psychiatric referrals from the general hospital.
2. Be available for consultation regarding patient care, and offer information and support, in particular, providing advice on nursing management, ensuring patients with severe and enduring mental illness, are receiving care that is specific to their needs.
3. Facilitate and support ward staff in identifying the specific nursing skills required caring for individual patients.
4. Take part in relevant Trust training programmes.
5. Help identify areas and person needing greater understanding of mental health issues within the General Hospital. Help devise the teaching programmes and give teaching sessions to those identified.
6. Promote collaboration between Central and North West London NHS trust and North West London University Healthcare NHS Trust.
7. Meet regularly with psychiatric liaison colleagues to evaluate and develop the remit of the service.
8. Identify areas and undertake research in A&E, on the wards of the General Hospital and in the Mental Health Emergency Centre with respect to clients with mental health problems.
9. Attend psychiatric liaison meeting with colleagues from other Trusts.
10. To act up for the team leader in his/her absence.

11. To act as Nurse in charge on certain shifts for the MHEC including allocation of tasks to junior staff, taking lead of the shift and liaising with team leads and managers to ensure the safe day to day running of the MHEC.

Training and Education

1. Have knowledge and awareness of current information regarding mental health and related issues.
2. Attend conferences and courses to promote own awareness and development, and to fulfil one's own training needs.
3. Provide mentorship for students on placement with the team, offers teaching, supervised clinical experience and support.
4. Participate in research as required.
5. Give teaching sessions on relevant mental health issues to colleagues at Northwick Park Hospital.
6. Ensure that own continuing professional development needs are met as with accordance to NMC guidelines.
7. To keep up to date with current national policy and guidelines.
8. The post holder will be aware of professional accountability and pay due regard to NMC Code of Conduct.
9. The post holder will ensure that they receive regular and adequate clinical supervision.

Rider Clause

This is an outline of the post holder's duties and responsibilities. It is not intended as an exhaustive list and may change from time to time in order to meet the changing needs of the Trust and Department.

These sections should be included in all job descriptions.

Supplementary Information:

Job Flexibility

The post holder will be required to work flexibly, providing assistance as and when necessary, which may involve them in a developing role.

Working Relationships

The working relationship between all members of staff should be mutually supportive, with staff deputising and covering for each other when appropriate.

Health and Safety

Central and North West London Mental Health NHS Trust has a Health and Safety Policy applicable to all employees. Employees must be aware of the responsibility placed on them under the Employment Rights Act 1996, to ensure that agreed safety procedures are carried out, and to maintain a safe environment for employees, patients and visitors.

Infection Control

The preventing and control of infection is the responsibility of everyone who is employed by Central and North West London Mental Health NHS Trust. Employees must be aware of infection control policies, procedures and the importance of protecting themselves and their clients in maintaining a clean and healthy environment.

Improving Working Lives

Central and North West London Mental Health NHS Trust is committed to the principles of Improving Working Lives and all managers and encouraged to follow Improving Working Lives practices. Consideration will be given to all requests for flexible working in line with Trust policy.

Staff Involvement

Central and North West London Mental Health NHS Trust is committed to involve staff at all levels in the development of the organisation.

Managers should ensure that staff are encouraged and involved in organisational and service developments including business planning and they are able to influence discussions, which affect them and their working conditions.

All managers should engender a culture of openness and inclusion so that staff feel free to contribute and voice concerns. They should develop and implement communication systems that ensure staff are well informed and have an opportunity to feedback their views.

Trust Sustainability Green Plan Pledge

CNWL are committed to a sustainable future and to improving the social and environmental well-being of our care community. We are dedicated to environmental improvements that embrace a sustainable future that require a shared understanding of our ambitions. Please see the Trust Green Plan - Caring Today and Tomorrow; Carbon-Free available on the Trust Intranet.

Smoking

Central and North West London Mental Health NHS Trust acknowledges its responsibility to provide a safe, smoke free environment to its employees, patients and visitors. In expressing its commitment to the prevention of smoking related diseases, the Trust has a 'Non Smoking Policy' and all Trust buildings and vehicles are designated as smoke free areas.

Alcohol

Employees are expected to be aware of and understand that Central and North West London Mental Health NHS Trust has a policy on alcohol and the consumption of alcohol. Alcohol is not permitted whilst on duty.

Confidentiality

Employees should be aware that the Trust produces confidential information relating to patients, staff and commercial information. All employees have a responsibility for ensuring the security of information and to comply with the Data Protection Acts, access to Health Records and Computer Misuse Act. Disclosure of personal, medical, commercial information, systems passwords or other confidential information to any unauthorised person or persons will be considered as gross misconduct and may lead to disciplinary action which may include dismissal.

Equal Opportunities

All employees of Central and North West London Mental Health NHS Trust are expected to be aware of, and adhere to, the provision of the Trust's Equal Opportunities Policy, and to carry out their associated duties and responsibilities under this policy. As users of the disability symbol, the Trust guarantees to interview all disabled applicants who meet the minimum essential criteria for a vacant post.

Grievances, Disputes, Disciplinary and Other Industrial Relations Procedures

Central and North West London Mental Health NHS Trust has grievance, disputes, disciplinary and other industrial relations procedures. Employees are required to make themselves aware of these procedures, copies of which are available on the Trust net, from your manager and the Human Resource Directorate.

Personal Development

The post holder is expected to co-operate in activities which line management believes will contribute to personal and/or to team growth. This includes attending supervisory sessions and training modules, both at their work base and other selected venues of instruction.

Conflict of Interest

Employees are expected to declare any private 'interest or practice', which might conflict with their NHS employment, and be perceived to result in actual or potential financial or personal gain.

Working Time Regulations

The Working Time Regulations 1998 require that you should not work more than an average of 48 hours each week i.e. no more than 816 hours in a 17 week period. To work more than 48 hours, you must have management authorisation and you will be required to sign an opt out agreement.

The Trust policy has a limit of 60 hours per week and all staff must ensure a 24 hour rest period is taken in every 7 days.

Conditions of Employment

The Trust will screen all staff who will be working with children and police checks will be carried out on all staff appointed to posts which have access to children.

This will also apply if the role develops to include access to children.

Terms and Conditions

The terms and conditions of service associated with this position are those agreed by the Trust.

Date & Reference: