
JOB DESCRIPTION

DATE : 28.2.2024**REF NO:**

JOB DETAILS:**JOB TITLE:** Community Nurse Learning Disabilities**BAND:** Band 6**HOURS:** Full time 37.5hrs**DEPARTMENT:** Specialist Learning Disability Directorate**LOCATION:** South Staffordshire**REPORTS TO:** Clinical Team Leader**PROFESSIONALLY
ACCOUNTABLE TO:** Head of Nursing LD**RESPONSIBLE FOR:** The post holder works as part of a multi-disciplinary locality team, working alongside other healthcare professionals. Responsible for a defined caseload, autonomously implementing a range of evidence based clinical interventions in a range of settings, including collaborative working with other care providers and partner organisations.

WORKING RELATIONSHIPS:

INTERNAL:	Community Matrons Clinical Director Clinical Specialists Consultant Psychiatrists Head of Specialist Learning Disabilities Clinical Leads AHP, Nursing, Psychology and Psychiatry Clinical Audit Team Safeguarding Lead Community Team Managers Community Team Members Intensive Support Service staff
EXTERNAL:	Service Users Parents and carers Social Services Team Managers and Staff Safeguarding / DOLS Leads (local authority) Social Workers AHP's employed by other organisations Day Services staff Staff in residential establishments/ Supported Living Social care support staff in peoples own homes/ tenancies Police Primary health care and Hospital staff

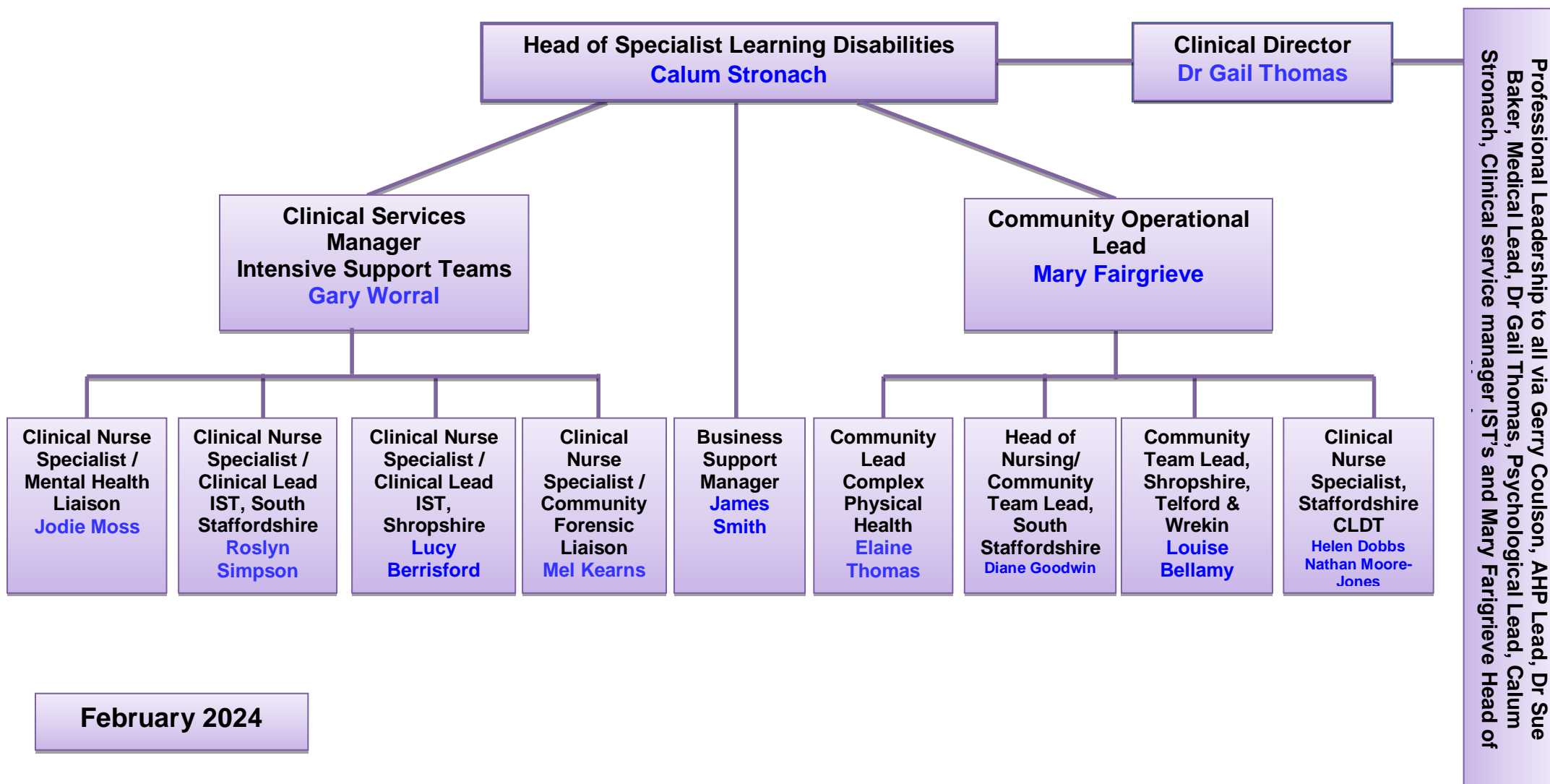
JOB PURPOSE:

The post holder will have responsibility for providing specialised interventions for adults with learning disabilities who have complex critical and substantial healthcare needs and meet the eligibility criteria in conjunction with their families and carers. The post holder will have responsibility for the assessment, development, implementation and evaluation of programmes of care for an identified case load ensuring provision for needs lead service. An autonomous practitioner, working in partnership and in liaison with the multidisciplinary team, ensuring that the philosophy of individualised client care is upheld. Clinical practice will be developed to meet client need in a variety of settings without supervision.

The post holder may have areas of specialised skills and knowledge that is utilised and developed in line with local and service need, and is identified within the personal development process.

The post holder will develop their skills and knowledge and aspire to take charge for a limited period in the absence of the Team manager and provide support and guidance to other members of the team and other agencies

DIRECTORATE ORGANISATIONAL STRUCTURE



Key duties and responsibilities:

1. To be responsible for a designated caseload, including liaison with other agencies, service users and carers.
2. To utilise nursing knowledge and skills in assessing health care needs of people with learning disabilities in a range of environments to identify their health-care needs, and implement nursing interventions as required.
3. To evaluate the outcome of nursing interventions to ensure that care plan objectives have been met and that health gains have been achieved.
4. Any interventions must be within the post holder's scope of clinical practice ensuring that training is maintained and skills are in line with current guidance.
5. To provide specialist advice and training to paid and unpaid carers about conditions associated with learning disabilities, to enable them to improve and enhance their caring role.
6. The post holder may be required to undertake additional formal training, leading to a qualification as a supplementary and / or independent non-medical prescriber in order to contribute to service developments, in line with the services service delivery plan, and to enhance client centred care.
7. To work in partnership with colleagues and other professionals to provide specialist nursing assessment skills, knowledge and advice in order to formulate and implement comprehensive care plans designed to meet service users assessed needs.
8. To have a working knowledge of CPA and with training to act as CPA Co-coordinator as and when appropriate.
9. Where identified and required within the plan of care, to administer and monitor prescribed medication including the effects/side effects of medication as part of the individual service users overall treatment plans.
10. To offer supervision and guidance to other nurses within the team, and other professionals as necessary.
11. To take responsibility to ensure effective communication with the team.
12. To ensure implementation of effective risk management strategies designed to effectively manage and mitigate risks.
13. To contribute to the delivery of agreed external training to support agreed therapeutic interventions / treatment in a wide variety of settings and to a variety of groups and individual's.
14. To facilitate access to other services including mental health admission where necessary and ensure appropriate involvement in the decision to admit, utilising clear/measurable objectives for admission and discharge plan.

15. To work with colleagues from the Local Authority and/or other health providers (as appropriate) to facilitate timely discharge to appropriate community based services, following all locally agreed protocols in this regard.
16. Where identified as appropriate act as the Care Programme Approach (CPA) Care co-ordinator in planning and supporting discharge and aftercare (of eligible service users) in the community.
17. Advocate on behalf of service users and carers to ensure that client's care needs are met and that all concerns are escalated to an appropriate level. Promote the needs and rights of people with learning disabilities including the right to and consent to treatment relating to their mental capacity.
18. Facilitate the involvement of independent advocacy services and IMCA where appropriate.
19. Maintain appropriate records (either written or electronic) adhering to the appropriate regulatory body and Midlands Partnership Foundation Trust policy on record keeping and meet requirements of the Data Protection Act and Caldicott Guidelines.
20. Ensure the completion of detailed care plans, outcome measures documentation, risk assessments and treatment programmes (including Positive Behavioural Support Plans, mental health, physical health and multi-disciplinary care plans), negotiating and communicating with the service user, family and other members of the wider Multi-Disciplinary Team.
21. Follow and support regular evaluation of agreed care pathways and protocols.
22. To be a visible and competent role model and foster good working relationships which are maintained with a variety of partners.
23. To provide verbal and written reports for a variety of meetings such as reviews, safeguarding meetings, planning meetings and other meetings as and when required. Work with the wider MDT to contribute the Community teams perspective to the planning and delivery of care.
24. To participate in regular multi-disciplinary clinical discussion and supervision, reviews of clinical activities and caseloads; and in referral and allocation processes.
25. To support flexible working practices as required in the provision of services.

Professional

26. To ensure that junior colleagues are provided with the appropriate level of supervision and offer appropriate mentorship and teaching to students from a variety of professions. To support and ensure that the community teams are appropriate learning environments for allocated University Students and meets the required standards.
27. To maintain professionally updated and ensure attendance at Professional Nurses meeting within the Directorate and Trust as required.

28. To receive Professional advice and support from the Head of Nursing (LD) as required.
29. To participate in clinical and managerial supervision and carry out appraisals for junior staff as delegated.
30. To participate in appraisal and identify with manager areas for personal and professional development.
31. To assimilate knowledge and learning gained through post registration education and training into clinical practice in order to deliver high quality evidence based nursing care.
32. To utilise research and to apply the principles of clinical governance to nursing practice.
33. To contribute to and undertake appropriate clinical audits to support effective monitoring of the service. To involve the Trust's Clinical Audit department in this process as appropriate.
34. To use up to date, evidence based research to ensure that the service uses the most effective interventions and treatments.
35. Report all incidents/ accidents and complaints/compliments using web-based reporting to manager.
36. Report any safeguarding and DOLS (Deprivation of Liberty Safeguards) concerns in accordance with local policies and procedures.
37. To adhere to trust/directorate policies, guidance, strategies and local agendas in their area of practice supporting the corporate agenda and to be aware of local authority policies as required.
38. To attend, contribute to and participate in team meetings, appropriate clinical effectiveness group meetings and other relevant meetings as requested within the Directorate.
39. To participate in service improvement and achieving agreed objectives.
40. To actively participate in the recruitment and selection of staff.
41. To provide information for performance management reviews as appropriate.
42. To participate and undertake in the duty role.
43. To undertake all mandatory training as required for the role.

Managerial

- 44. To provide clinical support to other clinicians within the team in the absence of nursing colleagues.
- 45. To provide clinical evidence for continuing healthcare assessments and attend the panel meetings as appropriate.

Systems and equipment

- 46. To maintain timely data collection and regular inputting of information through the use of data collection systems.
- 47. To undertake training and keep updated in the use of information technology systems as required by the trust.
- 48. To use equipment appropriate to training requirements in respect to any clinical training required.

Decisions and Judgments

- 49. To support the development and maintenance of effective clinical pathways, guidelines and clinical contracts to ensure the efficient functioning of the Community Teams.
- 50. Autonomous practitioner who makes decisions in relation to client care, including prioritisation of need, with recourse to line managers as required.
- 51. Provide specialist clinical advice using knowledge and expertise within the overall care plan to implement therapeutic interventions and treatment programmes and negotiate and communicate these with service users and those involved with the individual's care.
- 52. Advise on the provision of 'reasonable adjustments' to ensure service users have equity of access to generic and specialist health services and support.
- 53. Support the team in the effective management of resources associated with the Community Team.
- 54. Responsible for ensuring adherence to waiting times.

Communication and Relationships

- 55. Use of interpersonal skills is an essential component of this role. The post holder will be expected to develop effective, positive communication and working relationships with all relevant internal and external partners.
- 56. Where appropriate, the post holder will liaise with external organisations such as Local Authorities, Clinical Commissioning Groups, voluntary agencies and private sector

organisations. For example this may be in relation to individual service user packages of care, in an educational capacity, for promotion of services or in order to meet contractual requirements.

57. To take responsibility in developing effective communication mechanisms with colleagues from different disciplines using shared governance approach.
58. Contribute to collaborative working as a member of the wider Multi-Disciplinary / Multi agency Team.
59. Maintain effective and appropriate face to face, telephone, electronic and written methods of communication. There will be a need to explain complicated issues relating to aspects of a client's care across a wide spectrum of agencies, who may also experience communication difficulties.
60. There may be a need to break unwelcome news regarding functional ability or available support to service users/carers. In addition there will be a need to break unwelcome news regarding serious safeguarding issues/use of the Mental Health Act etc
61. Communication with service users and carers is a daily occurrence and takes all forms verbal, via telephone or face to face contact. This may involve the use of sign language, pictures, photographs or symbols if service users have difficulty understanding verbal communication. Therefore the post holder must have the skills to be able to build and maintain a strong professional rapport with service users who may not have insight in to their difficulties or associated needs. Also the ability to build close working relations with carers and families.
62. Have an ability to provide and receive difficult, highly complex and sensitive or contentious information. Respond to and manage emotional situations with empathy, tact and diplomacy.
63. Support colleagues in respecting the individuality, values, cultural and religious diversity of service users and contribute to the service in meeting need.

Physical Demands of the Job

64. Undertake driving as part of the role, to and from various venues and service users' homes, including transporting service users.
65. Transport equipment required to support service users.
66. Daily use of a computer for communication, assessments, record keeping and devising reports.

Most Challenging/difficult parts of the job

67. Skills in time management and prioritisation, balancing clinical work, support to staff and administrative responsibilities working over a large geographical clinical area.

68. Emotionally challenging due to the diverse nature of client need. The client group will have complex health needs and may challenge services.
69. Able to work within environments which **may** have a risk of violence and aggression from service users.
70. Exposure to parents and carers who may be verbally aggressive.
71. Carry out frequent visits to home environments where there is a risk of lice, fleas, dust, smells, body fluids and foul linen due to limited ability to maintain standards of hygiene. This may include exposure and reporting on pressure ulcers and other skin wounds.

JOB STATEMENT:

Infection Control
Maintain an up to date awareness of the infection control precautions relevant to your area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precautions and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance, such as that published by NICE.
Learning and Development
As an employee of the Trust, you have a responsibility to participate, promote and support others in undertaking learning and development activities. This includes a proactive approach to ensuring you meet the statutory/mandatory training requirements of your role, and engaging in KSF appraisal processes in line with Trust policy and guidance.
Health and Safety
As an employee of the trust you have a responsibility to abide by the safety practices and codes authorised by the trust. You have an equal responsibility with management, for maintaining safe working practices for the health and safety of yourself and others.
Constitution, Competence and Capability
As an employee of the Trust you have a responsibility to promote and abide by the rights and responsibilities outlined in the NHS Constitution. You are additionally expected to adhere to Organisational/National/Regulatory Codes of Practice relevant to the role you are employed to undertake. At all times it is expected that you will limit the scope of your practice to your acquired level of competence and capability.
Dignity at Work Statement
South Staffordshire and Shropshire Healthcare NHS Foundation Trust are committed to treating all of our staff with dignity and respect. You are responsible for behaving in a way that is consistent with the aims of our Equality and Diversity Policy. This includes not discriminating unfairly in any area of your work and not harassing or otherwise intimidating other members of staff.
Safeguarding Children and Vulnerable Adults
All Trust employees are required to act in such a way that at all times safeguards (and promotes) the health and well being of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training.

PERSON SPECIFICATION

The purpose of the person specification is to identify the knowledge, training, experience and skills required to do a specific job. This includes specific practical, professional, specialist, technical and non-technical skills and knowledge. In doing this, ask the following questions:

- *What are the general educational requirements of the post holder?*
- *What professional qualifications does the post holder require?*
- *What knowledge and skills can be gained through job experience where a qualification may not be essential?*
- *What practical experience or skills are required to do the job?*
- *What skills, knowledge or education is essential to do the job and what is desirable?*

JOB TITLE:	Community Learning Disability Nurse		
DEPARTMENT:	Specialist Learning Disabilities Directorate	BAND:	6

*Assessed by: A = Application I = Interview R = References T = Testing

ESSENTIAL CRITERIA	*	DESIRABLE CRITERIA	*
QUALIFICATIONS & TRAINING			
Registered Learning Disability Nurse (RNLD)	A		
Current professional registration with the NMC	A	Degree level qualification in relevant subject, or willing to work towards this.	A
Relevant qualification in Teaching & Assessing in Practice.	A	Evidence of relevant training	A/I
Clinical Supervision or Mentorship Qualification.	A		
Good use of English both verbal and written.	A/I		
Evidence of continuing professional development and maintenance of portfolio.	A/I	Evidence of professional registration as independent/supplementary non-medical prescriber recorded with the NMC or equivalent professional body, or a willingness to undertake this.	A/I
		Leadership Qualification.	

EXPERIENCE			
A minimum of two years post registration experience in working with people with Learning disabilities with complex health care needs in a community setting.	A/I	Experience of providing clinical supervision for others.	A/I
	A/I	Experience of providing managerial supervision, and of leading staff teams.	A/I
Experience of working within multi-disciplinary teams.	A/I	Evidence of innovative practice through research /audit activity.	A
Experience of working autonomously without direct supervision	A/I		
Experience of managing and prioritising a complex caseload.	I		
Experience of multi-disciplinary risk assessment and management planning.	I		
SKILLS, KNOWLEDGE & ABILITIES			
Able to apply Nursing care models and theories into practice.	I	Ability to identify deficiencies in services and to actively contribute to overcoming these.	I
A working knowledge of the Care Programme Approach (CPA) and Section 117 aftercare requirements of the Mental Health Act.	A/I	Able to utilise research findings and to apply the principles of clinical governance into practice.	A/I
Working knowledge of adult safeguarding procedures.	A/I	Knowledge of current national agenda relating to the NHS, social care sector and people with learning disabilities.	I
Highly developed communication skills.	A/I/R		
Good co-ordination and facilitation skills	I/R	Resource management skills	A
Knowledge and good understanding of current trends and legislation impacting on services provided to people with a learning disability.	A/I		
	A		

Demonstration of skills required to deliver clinical supervision.	R/I		
Knowledge of DOLS and Mental Capacity Act legislation , CPA and Section 117 Aftercare	A/I		
Computer /IT skills as appropriate to the role.	A/R		
PERSONAL ATTRIBUTES			
Ability to practice in an ethical way which considers the needs of the client and their best interests.	I/R		
Ability to present information in a clear and concise way.	A/I		
Able to adapt communication style and information provided to meet individual's needs including use of accessible formats	I/R		
Good interpersonal skills, flexible and adaptive methods of working.	I/R		
	I/R		
Motivational and reassurance skills.			
Able to function as part of a team and foster good working relationships with other agencies.	A/R I/R		
Good team player and role model.	R		
Resourceful and resilient			
A commitment to the philosophy of 'Valuing People Now' and improving the lives of people with learning disabilities.	A/I		
Able to travel over a widespread geographical area.	A		

Ability to demonstrate the positive application of our behaviours.		<ul style="list-style-type: none"> • Respectful • Honest and Trustworthy • Caring and Compassionate • Taking the time to talk and listen • Working together and leading by example
JOB HOLDER	SIGNATURE	
	DATE	
MANAGER	SIGNATURE	
	DATE	