

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title:	Senior Practitioner - Recovery Service
Band:	Band 7
Hours:	TBC
Base:	TBC
Reports to:	Team Manager
Professionally Accountable to:	TBC

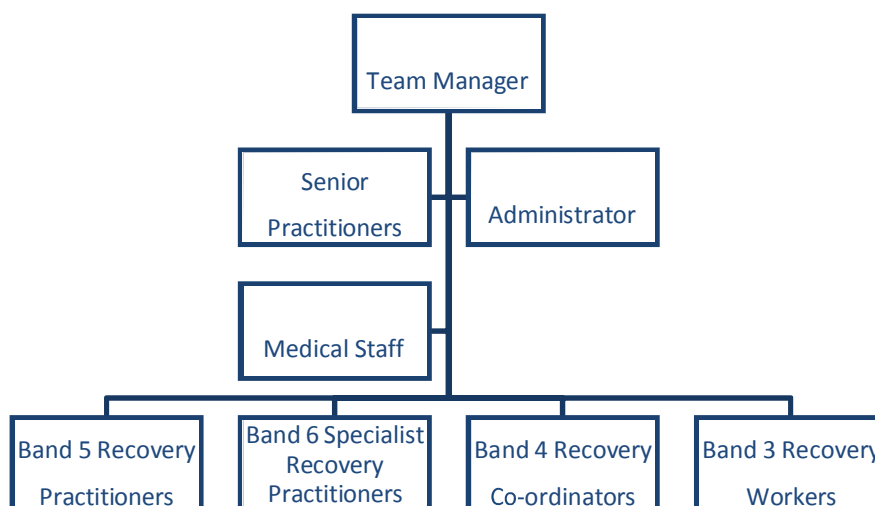
Job Summary

Job Purpose

The postholder will lead and inspire the team to deliver a high quality and effective service for service users and carers. Working in partnership with the team manager the postholder will ensure excellent clinical standards are maintained within the team.

Effective caseload management will be underpinned by robust and effective individual and team supervision processes. Always under the overarching framework of CPA, the postholder will demonstrate, in their day to day clinical work, an area of advanced practice e.g. CBT, Non-medical Prescribing. The role may necessitate working extended hours.

Organisation Chart



Description of the duties

Key Result Areas

1. To lead and inspire the team to deliver a high quality and effective recovery service for service users and carers.
2. To provide clinical leadership to ensure where appropriate the service will work effectively alongside other services, to manage risk and prevent hospital admission for service users with the most complex and acute needs.
3. To undertake and support the specialist ongoing assessment of physiological and/or psychological functioning for service users with the most complex and health and wellbeing needs. This may include:
 - a) The use of standardised assessment tools, i.e. the Cluster Allocation Support Tool (CAST), KGV
 - b) The Recovery Star
 - c) History, strengths and aspirations
 - d) Mental state
 - e) Impact of culture and diversity
 - f) Functional needs
 - g) The needs of family and carer
 - h) Evaluation of risk
 - i) Physical health
 - j) Complicating factors
 - k) The interventions and treatments required to enable positive change.
 - l) Social care needs
 - m) Safeguarding and public protection
 - n) Capacity under the Mental Capacity Act
4. To be responsible for, both individually and within the team, the development, delivery and review of comprehensive and complex treatment programmes using appropriate frameworks in line with evidence-based practice, including strategies to manage risk for service users with complex needs and carers, bringing in other resources as required.
5. Within sphere of expertise, and advanced practice, to be responsible for coordinating care for a small number of service users, also providing defined interventions to individuals on other workers caseloads.
6. To plan, deliver, and evaluate defined advanced specialist therapeutic interventions within sphere of expertise, including to service users who maybe on other caseloads. This might include:
 - a) Family intervention
 - b) Psychological therapies such as CBT.
 - c) Medication management
 - d) Interventions under the Mental Health Act
7. To oversee and deliver a range of defined activities/interventions to improve the carers' ability to support the service user and to enable them in their relationship with the service user.

8. To lead, in partnership with the team manager, ensuring the service develops and maintains excellent clinical standards, and effective caseload supervision, underpinned by robust and effective individual and team supervision processes.
9. To oversee and ensure, across the team, there are effective risk management plans and strategies, for service users and carers, taking account of risks to service users, carers, the organisation, staff and the public.
10. In collaboration with service users and carers, to be responsible, across the service for facilitating and ensuring, the development of complex comprehensive crisis plans, rapid access plans, advance statements etc., involving other agencies such as primary care etc. where appropriate.
11. To develop and maintain, good partnership working with other services throughout all treatment episodes, including regular liaison within Primary Health Care Team, inpatient and intensive services, day services, voluntary sector and with nominated carers/advocates.
12. Develop and maintain communication with a wide range of people/services/ agencies about complex matters or in complex situations with the purpose of sharing developing or resolving difficult or complex issues for the benefit of service users/carers and the service.
13. To represent the organisation in a range of settings, presenting, facilitating or explaining as appropriate and dealing with any questions or difficulties as they arise
14. To personally build and lead others to build, hope inspiring relationships with service users, which acknowledge the personal journey of each person, and focus on strengths and aspirations to allow the creation of meaningful personal recovery plans.
15. To support the team manager in developing systems and processes for the effective management and monitoring of the team caseload, on a day to day basis, ensuring that time is prioritised effectively, and service users and carers receive the appropriate level of service.
16. To lead and promote a whole team approach within the service to ensure a shared ownership of the team caseload
17. To be responsible for regularly monitoring and evaluating treatment programmes for service users and carers, making appropriate clinical/practice decision in regard to ongoing needs, and offering supervision to others.
18. To be responsible for the protection of individuals from abuse and harm in line with local safeguarding policies and procedures, by developing and reviewing with others protection plans and management strategies, ensuring the appropriate sharing of information.
19. Personally and leading others to collaboratively and sensitively work with individuals with a range of mental health needs to develop skills to manage their own health, in accordance with their personal recovery plan by actively promoting and using approaches which are affirming, build on strengths, identify past positive experiences and success, and use small steps to move towards the persons goal.
20. To provide a leadership role within the team, in the absence of the Team manager, providing cover for the manager and colleagues as required.
21. To work with the Team Manager to ensure the continuing improvements to the service in line with organisational goals.
22. To maintain the single health and social care record, ensuring both paper and electronic records are kept up to date in accordance with professional and organisational standards.
23. Report and record within agreed timeframes, all activity relating to information reporting and performance requirements.
24. To participate in, and deliver as required, management, caseload and clinical supervision in accordance with trust policy.

25. Demonstrate responsibility for developing own practice in line with professional qualifications and for the development of others, both practitioners, and those in training by making use of and providing, effective feedback, specialist therapeutic clinical supervision, coaching and appraisal.
26. To adhere to professional codes of conduct ensuring required skills and competencies required are maintained.
27. Promote monitor and maintain best practice in health, safety and security of self and others, undertaking assessments and taking appropriate action where required.
28. Work with the Team Manager to develop a culture that promotes equality and values diversity.
29. Lead, practices which enable effective team working.
30. To participate in on call rotas as required.
31. To participate in local arrangements in order to ensure consistent care to service users across the local geography.

Services Users and Carers

Team members across AWP services Health and social care teams

Primary care

Third sector/voluntary agencies

Community groups and local authority provision

Other statutory agencies

Most challenging part of this role

Being an inspirational leader, practicing and sharing excellent clinical practice while also motivating others to deliver a high quality service. Balancing competing demands across the range of key result areas, keeping the needs of service user and carers at the heart of service delivery. Able to challenge clinical practice effectively to ensure that service users receive the most appropriate support in their recovery journey.

General information for all employees

Below is the section of the Job Description with general information for all employees and the requirements on all employees to behave in accordance with AWP values and to support and comply with Policy and Legislation. Some policies are highlighted and must be read by all employees – all AWP policies are available on the intranet to employees or you can ask your manager for the policy. Anyone who has any difficulty understanding these requirements please highlight this to your line manager.

Values and behaviours

AWP has a set of values. Your behaviours should reflect AWP **PRIDE** values:

Passion: Doing my best all of the time

Everything I do is in the interests of everyone who uses our services

I am positive and enthusiastic in my work

I am receptive to new ideas and service improvements

I actively seek opportunities to learn and develop

Respect: Listening, understanding and valuing what you tell me

I show compassion and kindness at all times

I am a team player and support my colleagues

I listen carefully and communicate clearly

I respond positively to differences of opinion

Integrity: Being open, honest, straightforward and reliable

I encourage and value feedback from others to help me develop

I try to always do what I say I will do

I am open and honest about when things have not gone well

I raise concerns and report incidents that arise

Diversity: Relating to everyone as an individual

I try to listen without judging

I respect other people's culture, beliefs and abilities

I actively take account of the needs and views of others

I understand and support the benefits that diversity brings to my team

Excellence: Striving to provide the highest quality support

I set high standards for my work and personal conduct

I plan my workload and deliver on my commitments

I make best use of available resources

I put forward ideas to improve the quality of services

AWP Recovery Statement

AWP places recovery and reablement at the heart of our service. Therefore we all demonstrate the recovery principles of:

- Hope.
- Partnership.
- Maximising opportunities every day, in all that we do.

Service User Experience Statement

In all service user and carer contact, your attitude, actions and ambitions should reflect wholeheartedly AWP's motto of 'You matter, we care'. Your goal must be to provide for each individual the quality of care, support and involvement that you would personally expect from a leading mental health trust. 'You matter, we care' should shape your approach to all those who have contact with AWP.

Other Information

CONFIDENTIALITY

The post holder must ensure that personal information for patients, members of staff and all other individuals is accurate, up-to-date, kept secure and confidential at all times in compliance with relevant legislation, the Caldicott principles and the common law duty of confidentiality. The post holder must follow record-keeping guidelines to ensure compliance with the Freedom of Information Act.

VALUING DIVERSITY & HUMAN RIGHTS

No person should receive less favourable treatment on the grounds of sex, sexual orientation, marital/partnership status, race, religion, age, creed, colour, ethnic origin, disability, part time working status and real or suspected HIV/AIDS status and must not be placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. AWP has an **Equality Policy** and it is for each employee to contribute to its success.

INFECTION CONTROL AND HEALTH AND SAFETY

The prevention and control of infection is the responsibility of all employees. Employees must be aware of **Infection Control Policies**, procedures and the importance of protecting themselves and their clients in maintaining a clean and health environment. All staff must comply with all **Health & Safety Policies and Procedures**. Staff must be aware of the responsibilities placed on them under Health and Safety legislation and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

NO SMOKING

There is a **Smoke Free Policy** in operation. In accordance with this policy smoking is positively discouraged and is not permitted anywhere within the buildings, on the premises or grounds.

DATA PROTECTION

If you have contact with computerised data systems you are required to obtain, process, and/or use information held on a computer or word processor in a fair and lawful way, to hold data only for the specific registered purpose and not to use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed. All staff who contribute to patients' care records are expected to be familiar with, and adhere to the **Information Governance Policy**. Staff should be aware that patients' care records will be subject to regular audit.

RISK MANAGEMENT

All AWP employees are accountable, through the terms and conditions of their employment, professional regulations, clinical governance and statutory health and safety regulations, and are responsible for reporting incidents, being aware of the **Risk Management Policy** and emergency procedures and attendance at training as required.

SAFEGUARDING & DUTY OF CANDOUR

AWP is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff are expected to implement the **Safeguarding Policy** and Procedures, act promptly on concern, communicate effectively and share information appropriately. All staff must be familiar with and adhere to AWP's safeguarding procedures and guidelines. All staff have a Duty of Candour to inform their line manager/supervisor as soon as practicable, when they believe or suspect that treatment or care it provided has caused death or serious injury to a patient.

STANDARDS OF BUSINESS CONDUCT AND 'BOUNDARIES'

You are required to adhere to all corporate policies, including AWP **Standing Orders and Standing Financial Instructions**. This includes not accepting gifts or hospitality in the course of your duties, not acting fraudulently and maintaining appropriate behavioural 'boundaries' regarding your interactions with service users, staff and stakeholders.

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder on a regular basis. You may be required to work at other locations within AWP as determined by the duties of your post. You may be required to undertake any other duties at the request of the line manager, which are commensurate with the role, including project work, internal job rotation and absence cover. This job description describes responsibilities, as they are currently required. It is anticipated duties will change over time and the job description may need to be reviewed in the future.

PERSON SPECIFICATION

JOB TITLE - Senior Practitioner - Recovery Service

Requirements	Essential	Desirable
Education and Qualification	<p>Registered Mental Nurse (RMN), Social Work qualification (CSS, CQSW or DipSW), Occupational Therapy, Psychology, Art Therapist, Dietician, Physiotherapist or Speech and Language Therapist qualification.</p> <p>Formal post-graduate diploma level qualification in a relevant field e.g. THORN, Non- Medical Prescribing, Clinical Leadership, AMHP, CBT, Brief Therapy or can demonstrate an equivalent level of knowledge and expertise gained in practice, alongside a willingness and relevant competence to apply for and complete.</p> <p>Current relevant registration with the NMC or HCPC</p>	<p>Management qualification</p> <p>Further relevant post-registration qualifications</p>
Experience and Knowledge	<p>Substantial post-registration experience gained working in front-line services, undertaking assessments and delivering therapeutic interventions including in the most complex clinical cases</p> <p>Demonstrates a highly developed understanding of the principles of recovery and the role of secondary mental health services in the delivery of care and able to show how this has been delivered in practice</p> <p>Experience of delivering defined outcomes against measurable targets</p> <p>Significant experience of complex assessment, risk management and care planning in complex need</p> <p>Experience of undertaking complex carers' and family assessments</p> <p>Able to articulate an advanced and detailed understanding of the relevant legal frameworks/legislation including CPA process, Mental Health Act , Mental Capacity Act, and Safeguarding, in order to lead and manage others</p> <p>Experience of providing clinical supervision to colleagues at independent practitioner level,</p>	<p>Experience of managing others</p> <p>Knowledge of joint planning and commissioning structures</p> <p>Knowledge of health and social care purchasing and commissioning structures</p>

	<p>ensuring complex interventions are delivered safely</p> <p>Evidence of teaching / training skills</p> <p>Experience of mentoring/assessing students and learners</p> <p>Significant experience of assessing risk and developing risk management strategies</p> <p>Excellent understanding of contemporary practice issues such as vulnerable adults, children of parents with mental disorder and personality disorder 'not a diagnosis of exclusion'</p> <p>Evidence of recent professional development.</p>	
Skills and Abilities	<p>Substantial experience of caring for service users in community settings.</p> <p>Highly developed verbal communication skills, able to engage effectively with people at all levels even when a more assertive approach is needed.</p> <p>Highly developed active listening skills, which allow for reframing and testing of understanding</p> <p>Highly developed written communication skills, with experience of compiling and sorting notes and reports, establishing statistical data and analysing information</p> <p>Developed IT skills with an understanding of Microsoft Office</p> <p>Mobile with the facility to move quickly across a geographically dispersed area with limited access to public transport.</p> <p>Networking, team working and chairing skills.</p> <p>Ability to work in self-directed manner</p> <p>Time management skills</p> <p>Ability to prioritise, particularly when working under pressure</p> <p>Understanding of roles of multi-disciplinary team members in mental health care.</p>	Research skills
Other Requirements	<p>Empathy for individuals who have experienced mental health problems and ability to cope with behaviour which may be challenging at times.</p>	