

Job Description

Job Title:	Recovery & Support Worker – Adult Inpatient Wards - WHALLEY
Band:	Band 3
Locality:	Pennine
Service:	Mental Health
Base:	Woodview, Whalley
AfC Ref:	
Hours of work:	37.5 hours

Reporting Arrangements:

Reports to: Senior Occupational Therapist

Responsible for: Occupational Therapy Clinical Specialist/Ward Manager

Job Summary

The adult mental health inpatient services are designed to meet the holistic needs of service users/patients and carers, in a working environment conducive to staff development and wellbeing. The post holder supports the delivery of the recovery model through an understanding of mental health and physical well-being and the importance of being engaged in meaningful activity as part of a person's recovery.

Working alongside the occupational therapists and part of the multidisciplinary team they will plan and provide a range of activities to enable the promotion of the five ways to well-being for patients experiencing mental health issues.

The successful candidate will have knowledge and interest in supporting those who have required to be admitted into hospital back into their community and skills in a range of leisure and recreational activities which can promote recovery.

They will have ability and confidence to facilitate group and individual interventions as directed by the senior members of the team to service users on the acute functional mental health wards but may be required to provide support to other wards on site such as PICU, if directed to support service user recovery plans.

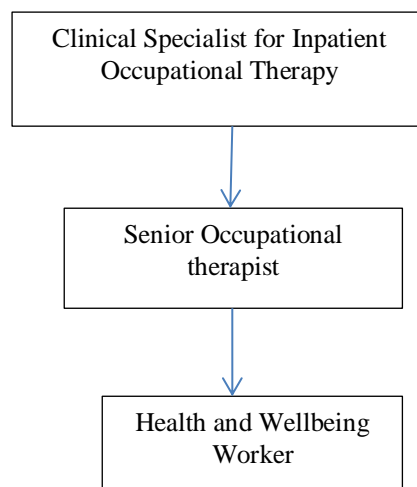
Under supervision they will work as part of a team towards goals defined by recovery care plans. The post is an essential part of the recovery process in supporting service users to identify their health & well-being needs and to assist in planning, implementing and evaluating activity within individual therapy treatment and recovery plans.

The post holder will have a good knowledge of and maintain up to date information and links with community resources and actively support service users to develop occupational skills to access these resources and promote social inclusion.

Key Relationships

- Occupational Therapy Clinical Specialist,
- Senior Occupational Therapist
- Ward Manager/senior ward staff

Department Chart



Key Responsibilities

Communication and Relationship Skills

- Develop good working relationships with other teams and organisations as appropriate while ensuring a collaborative approach to enabling individuals to achieve their goals.
- Under supervision and guidance you will direct as appropriate service users concerns/needs, while adhering to confidentiality policies and ensure that individuals are enabled to access appropriate advice and support.
- Contribute to service user reviews and any other relevant meetings as required.
- Work with other members of the ward team to provide, or assist service users to access information on health promotion and obtain information that will enable them to access resources.
- To support facilitation of off ward leave as appropriate to role and as directed by senior members of the ward team.

Patient and Client Care

- Provide a balanced, service user led ward based activity programme to support quality of life, confidence and social engagement to those under inpatient care

- Build positive therapeutic relationships that support individual service users' choice that build upon their personal strengths.
- Implement agreed written treatment/recovery care plans to enable engagement in mainstream activity in the domains of employment/vocation, education, leisure, social networks and community connections.
- Supported by an appropriately qualified member of the team, and appropriate to level of skill and qualification, assess, plan and implement service user physical health programmes including safe supervision and use of gym equipment
- Provide practical support with activities of daily living.
- Facilitate group and individual activity interventions in different environments.
- Support service users with involvement/participation in their treatment.
- Support and encourage service users to live independent and full lives.
- Support the physical health agenda and service users to access appropriate physical healthcare and actively promote healthy lifestyles, including completion of Malnutrition Universal Screening Tool (MUST) with service users as part of admission process and providing advice and support regarding Smoking cessation to service users as appropriate
- Facilitate the involvement of carers and provide support when required.
- Support service users to identify their health & well-being needs/aspirations and support the service user to work towards their identified goals.
- Assist in maintaining gym equipment and environment as directed and in line with Health & Safety Act requirements.
- Provide support and give time to an allocated group of service users, working within an agreed plan, utilising meaningful activity to promote engagement and assist individual recovery plans.
- To create and regularly review Activity Timetables for 'on' and 'off' ward sessions and facilitate meaningful service user led activity sessions within a variety of different environments.
- Monitor the service user's progress, level of functioning and mental state, and alert the appropriate staff involved in the individual's care as required.
- Offer support and advice to carers to enable them to help the service user develop healthy lifestyle and behaviours.
- Promote health and wellbeing in physical and mental health and behaviours through activity and where appropriate individual support plans.

Responsibility for Policy and Service Development

- Participate in governance and quality improvement projects as required by the Team Manager.
- To participate in audit and evaluation activities as agreed with the Team Manager
- Demonstrate professional practice acting at all times in the best interests of service users within appropriate, transparent boundaries, being non-judgemental and promoting equal opportunities and anti-discriminatory practice.
- To assist in delivering a high standard of support and care to service users and their carers, promoting their equality, dignity and mental well-being at all times.

Responsibility for Finance

- Handle patients' cash and property in line with the Trust's Standing Financial Instructions and LCFT patient property procedures.

Responsibility for Human Resources

- To participate in regular supervision meetings as determined by your line manager and within the Trust's Supervision Policy.
- To participate in peer group supervision where appropriate.
- To participate in the Trust's Appraisal Process and complete a Personal Development Plan on a yearly basis.
- To participate in all mandatory training and ensure skills are kept up to date.
- To keep an up to date portfolio of training.
- To identify further training and development needs as appropriate.
- Maintain an up to date record of your continuous practice development.
- Participate in the training and education of students from various disciplines.

Responsibility for Information Resources

- To have an understanding of the Care Programme Approach and complete written or electronic documentation where appropriate.
- Complete daily records within case files .
- Ensure activity data is recorded and passed to the Senior Occupational Therapist
- With support/guidance from qualified nurse can update patient records.
- Use technology to support patient care records and service delivery.

Research and Development

- Participate in internal audits.

Freedom to Act

- Works semi-autonomously during escort duties, ability to work within a minimum of direct supervision.
- The post holder will be expected to function under the guidance of a trained nurse, either supervised directly or working independently if required. However, you will be expected to work semi-autonomously when assigned to internal and external patient escort duties.

Person Specification

Description	Essential	Desirable	Assessment
Education/ Qualifications	<p>NVQ Level 2 or higher in Health and Social Care or equivalent. (or completion of this in first 12 months from appointment).</p> <p>Ability to undertake Violence Reduction physical intervention training</p>	<p>CYQ/YMCA Level 2 Fitness Instructor and/or skills relating to arts, music or crafts.</p> <p>First Aid.</p>	Application/Interview
Knowledge		<p>Knowledge of signs and symptoms of a range of mental disorders and its effects on individuals</p> <p>The ability to demonstrate and understanding of the 5 Ways to wellbeing and its impact upon recovery</p>	Application/Interview

Experience		<p>Working in a mental health setting with patients experiencing dementia and or acute functional illness.</p> <p>Previous work in a multi-disciplinary team</p> <p>Group work skills.</p> <p>Previous experience working in inpatient settings.</p>	Application/Interview
Skills and Abilities	<p>Good self-management skills.</p> <p>Ability to network with other agencies.</p> <p>Ability to work as a team</p> <p>Good communication both written and verbal.</p> <p>Demonstrate skills in motivating service users using activity.</p> <p>Ability to work with people of all ages and adapt/develop physical health programmes that reflect physical abilities and interests.</p>		Application/Interview

Work Related Circumstances	<p>Able to work in a changing environment.</p> <p>Knowledge of the value of Five Ways to Well-being.</p> <p>Ability to travel to rural and non-rural locations.</p>		Application/Interview

EFFORT FACTORS

PHYSICAL EFFORT What physical effort is required for the job?	How often?	For how long?	What weight is involved?	Any mechanical aids?
Yes. Standing, sitting and ability to get on and off the floor. Physical ability to be able to undertake violence reduction training	Daily	Intermittent	none	none

Is the job holders expected to sit / stand in a restricted position?	How often?	For how long?	What activity is involved?
Yes	Every shift	1 hour	Writing notes

MENTAL EFFORT Are there any duties requiring particular concentration? – Please detail.	How often?	For how long?
Planning activity/writing clinical notes/care plans/ reports	Daily	1 hour

Are there any duties of an unpredictable nature? – Please detail.	How often?	For how long?
Working with people with acute mental illness who have not been fully assessed may result in unpredictable situations	Daily	6 hours

EMOTIONAL EFFORT Does the job involve dealing with any distressing or emotional circumstances? – Please detail.	Direct / Indirect exposure	How often?
Working with people acute illness and their families including potentially distressing situations relating to patient welfare.	Daily	6 hours

WORKING CONDITIONS Does the job involve exposure to unpleasant working conditions? – Please detail.	How often?
Direct Contact with distressed patients, possible contact with human fluids/waste	Daily

Our values and behaviours

The values and behaviours represent what we, as an organisation and the individuals who make up that organisation, are about. It is our aim that everything we do fits in with and reinforces, these values:

Values	Behaviors we expect
We are always learning	<ul style="list-style-type: none"> ✓ We pro-actively seek out opportunities to learn and support the learning of others ✓ We prioritise quality and safety and are open and flexible to change and improvement ✓ We value appraisals, supervision and learning opportunities ✓ We speak up if we are concerned about safety and focus on opportunities to improve
We are respectful	<ul style="list-style-type: none"> ✓ We are open and honest, trying our best to ensure people receive information in ways they can understand ✓ We seek, value and learn from diverse perspectives, views and experiences ✓ We put service users and carers at the heart of everything we do ✓ We take pride in our work and understand we are responsible for our actions
We are kind	<ul style="list-style-type: none"> ✓ We are approachable and show compassion ✓ We actively listen to what people need and pro-actively offer our support ✓ We care for our own wellbeing and the wellbeing of others ✓ We celebrate success and provide feedback that is authentic and compassionate
We are a team	<ul style="list-style-type: none"> ✓ We take personal and team accountability to deliver the highest standards of care ✓ We work in active partnership with service users and carers ✓ We actively build trusting relationships and help others feel joy and pride in work ✓ We work well with colleagues across LSCft and in our partner organisations to enable patient centred, joined up care

Special conditions:

As a member of staff you have:

- Legal duties and responsibilities under health and safety legislation, plus a general duty to work safely and not to put others at risk, including colleagues, service users and visitors, as a result of any activity or omission at work.
- A duty to report any practice that you consider compromises standards of risk and health and safety. The Whistle-Blowing Policy gives effect to the Public Interest Disclosure Act under which an individual who raises such concerns for unfair treatment is protected.

All Lancashire and South Cumbria NHS Foundation Trust staff employed within all environments that have contact with service users, their families or systems to support them have a responsibility to safeguard and promote the welfare of children, adults and vulnerable families.

As a member of staff you must:

- All Lancashire and South Cumbria NHS Foundation Trust staff employed within clinical environments have contact with children, vulnerable adults, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to the local safeguarding

children's board, local safeguarding adult board and Lancashire and South Cumbria NHS Foundation Trust procedures for safeguarding and protecting children.

- The Trust places great emphasis on the need for the strictest confidentiality in respect of personal data; both that of service users and staff. All information about people will be treated in the strictest confidence at all times. Breaches of confidentiality will be investigated and may lead to disciplinary action being taken.
- The Trust views its responsibility under the Data Protection Act and the Caldicott Principles as central to all activities that are carried out in its name. Staff are therefore expected to acquaint themselves with the principles of information governance and to complete the mandated training modules which have been agreed.
- The Trust places great importance on sustainable development, reducing its carbon footprint and maximising the positive social, economic and environmental outcomes of Trust actions and activities. As an employee it will be your responsibility to minimise your environmental impact, use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling / redistribution facilities, minimising travel and saving water when possible. If your role involves purchasing / ordering supplies you must consider the environmental / sustainable impacts and purchase optimal environmental / sustainable products / services.
- All staff and contractors must follow Trust policies and procedures relating to infection prevention and control (IPC) including the Dress Code Policy. All staff have a duty of care in following best practice which is fundamental to IPC, which includes maintaining a clean and safe

environment at all times. It is an expectation that Trust staff at all levels make IPC a priority as they perform their roles.

Promoting equality and reducing inequalities:

- You should understand and uphold organisational policies and principles on the everyday promotion of equality, diversity and inclusion.
- You should create an inclusive working environment which values a variety of ideas, experiences and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust and the communities we serve.
- You should uphold the Trust's commitment to health and wellbeing.



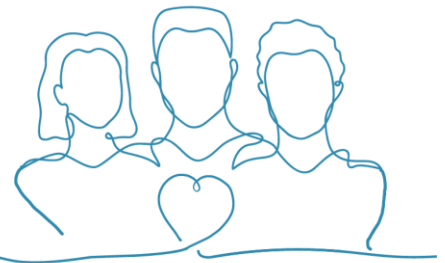
**We are
Kind**



**We are
Respectful**



**We are
Always
Learning**



**We are a
Team**