



## JOB DESCRIPTION / PROFILE

**Job Title: Community Forensic Practitioner**

**Pay band/Grade: Band 6**

**Directorate: Specialist Services**

**Job Description Reference: 325-5869953-SS**

### **My job makes better lives by**

Providing specialist assessment and treatment for people with mental disorder, who have offended or are at risk of offending. Service is provided both within criminal justice settings and the local community.

### **Job Overview**

The Service is county-wide and has based at Lake House, Chertsey, with a satellite base at Clarendon House, Dorking. The post holder will be expected to be flexible in regard to Service needs and demands; however, they will have a designated base at one of the two identified locations.

The post holder will carry a mixed caseload of clients living in the community and clients who may residing at a variety of other placements, including those that are out of the county.

<b>NHS Competencies</b>	<b>Level</b>
Communication	
Personal and People Development	
Health, Safety and Security	
Service Improvement	
Quality	
Equality and Diversity	
IT Skills	
<b>Statutory Requirements</b>	
None Required	

<b>Personal Competencies</b>	
Interpersonal Sensitivity	
Courage	
Team working	

<b>Values</b>	
Treat People Well	
Create Respectful Places	
Involve not Ignore	
Open, Honest and Accountable	

### **Qualifications required**

NMC Registered Mental Health Nurse

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## **Experience required**

Sound knowledge of the Mental Health Act including those parts related to forensic mental health.

## **Suitable for someone who is**

Proven skills in written and oral communication, with the capacity to convey complex information in a manner appropriate to the target audience.

Able to respond to changing circumstances and information and make appropriate judgements, either from own initiative, or consultation with colleagues, as necessary.

Ability to manage own time so that key tasks are prioritised, and work is carried out in a timely manner.

Basic IT skills in the use of computers, such as logging on and off, maintaining security, key board skills, e-mail, and word processing to a standard commensurate with the nature of the work.

Car driver (valid driving licence)

Medication administration (depot)

Computer use

## **Key Responsibilities**

- 1) To develop and maintain positive relationships with statutory and voluntary agencies relevant to the role.
- 2) To undertake mental health assessments at police stations and magistrates courts for whom the Community Forensic Service provides such facility.
- 3) To liaise with and advise appropriately, members of the criminal justice system, including the police, magistrates, lawyers, Crown Prosecution Service and Probation Services.
- 4) To provide high quality mental health assessments
- 5) To develop and maintain positive relationships with other agencies and services
- 6) To ensure that mental health care for service users is delivered in a timely and effective manner.
- 7) To provide written or oral reports to agencies as appropriate.
- 8) To promote the understanding of mental health and related issues to other agencies through liaison and education.

- 9) To work effectively in collaboration with mainstream psychiatric services in order to provide advice, assessment and nursing interventions as appropriate.
- 10) Where appropriate, provide joint care of the target population with mainstream psychiatric services.
- 11) To participate in providing support to in-patient areas and community teams in managing complex clients with forensic histories.
- 12) To promote the needs of the target client group amongst mainstream psychiatric services.
- 13) Participate actively in procedures aimed at developing client care packages.
- 14) To provide and participate in individual treatment plans, and act as care co-ordinator as appropriate.
- 15) To administer medication where necessary.
- 16) To work in a flexible manner in order to meet the demands of the service and its users.
- 17) To offer support and advice to client's carers and relatives as appropriate.
- 18) To accept professional responsibility for the quality of the care delivered.
- 19) To endeavor to act professionally at all times.
- 20) To be responsible for developing own developmental plan, in conjunction with line manager.
- 21) To be aware of, and compliant with Trust policies and procedures, and local and national guidelines.
- 22) To take personal responsibility for ensuring upkeep of PREP requirements.
- 23) To participate regularly in clinical supervision.
- 24) To be aware and observant of the requirements of the Mental Health Act 1983, Health and Safety at Work and C.O.S.H.H.
- 25) To observe the need for confidentiality whilst recognising the limitations incumbent on the professional at certain times.
- 26) To comply with all reasonable requests and instructions made by senior staff.
- 27) To contribute toward the clinical supervision and development of other staff.

## General

- a) To fully participate in the Trust's performance review and personal development planning process on an annual basis.
- b) Undertake training as necessary in line with the development of the post and as agreed with line manager as part of the personal development planning process.
- c) To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- d) To contribute positively to the effectiveness and efficiency of the teams in which he/she works.
- e) 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.
- f) To contribute to a healthy and safe working environment by adhering to health and safety regulations and Trust policies.
- g) To contribute to the prevention and control of health care associated infection by adhering to Trust policies and guidelines.
- h) Surrey & Borders Partnership NHS Trust is committed to valuing and promoting diversity in employment, service delivery practices and its' general environment. An expectation of all leadership posts within the Trust is that each individual will take responsibility for promoting open, inclusive and accessible service provision, staff development and a culture that values and respects difference.

### Employees must:

- Cooperate with the Trust and its officers in implementing the requirements of the Health & Safety at Work etc. Act 1974.
- Take reasonable care of their own health, safety & welfare.
- Refrain from doing anything which may constitute an unacceptable health & safety risk to themselves or others.
- Report any defective equipment, unsafe situations or practices immediately to the responsible manager.