

NHS Lothian

Post: Band 5 Staff Nurse CAMHS Under 12's Day Programme

PERSON SPECIFICATION

In order to be shortlisted you must demonstrate you meet all the essential criteria and as much of the desirable as possible. When a large volume of applications are received for a vacancy and most applicants meet the essential criteria then the desirable criteria is used to produce the shortlist.

| Criteria | Essential | Desirable | How assessed |
|-----------------------------|--|---|---------------------|
| Personal Traits | Compassionate and caring Able to understand boundaries in a professional relationship Fun, adaptable and energetic. Warm, friendly and easy to talk to. Professional. Ability to stay calm and patient under pressure. Ability to deal positively with stress. | Sense of humour | I and R |
| Qualifications and Training | Registered Nurse Ability/willingness to undergo mandatory training and further training required to fulfil the role. | Mental health nurse Incredible Years parenting and Dinosaur School Training Triple P parenting Therapeutic Modality used by CAMHS | A, I and C |
| Experience and Knowledge | Working as part of a multi-disciplinary team. Previous experience working with children and young people. Awareness of neurodevelopmental and mental health problems that affect children and young people. Awareness of child protection policies and procedures. Awareness of mental health act Awareness of Getting It Right for Every Child | Previous experience of undertaking key worker role. Previous experience working in CAMHS services. Knowledge of evidence based approaches to assessment and treatment used in CAMHS services. Previous experience in writing reports. Previous experience liaising with external agencies. Previous experience working with challenging behaviour. | A, I and R |

| | | | |
|---------------------------|---|--|------------|
| | | Awareness of positive behaviour management approaches. | |
| Skills and/or Abilities | <p>Excellent interpersonal and written/verbal communication skills</p> <p>Ability to reflect on role in care and interactions with children, young people, their families and staff team.</p> <p>Ability to use Information technology to communicate</p> <p>Good capacity to plan and organise</p> <p>Ability to observe, assess, plan and evaluate care.</p> <p>Ability to build appropriate therapeutic relationships with children, young people and their families.</p> <p>Participate in internal and external meetings.</p> <p>Ability to engage in physical interventions such as control and restraint and a willingness to train in same.</p> <p>Trak</p> | <p>Driving licence</p> <p>Interests/skills in activities that engage and motivate children and young people.</p> | A, I and R |
| Specific Job Requirements | <p>Desire to work with Children, young people and their families</p> <p>Ability to work day time hours between 08.30 and 17.00.</p> <p>Ability to assess, plan and co-ordinate care of children and families.</p> <p>Ability to effectively co-ordinate daily activities in the services.</p> <p>Ability to engage in energetic play activities with children.</p> | | A, I and R |

Key – how assessed

| | |
|----------------------------|---------------------|
| A = Application form | I = Interview |
| C = Copies of certificates | T= Test or exercise |
| P = Presentation | R = References |

JOB DESCRIPTION TEMPLATE

1. JOB IDENTIFICATION

Job Title: Staff Nurse - Band 5 CAMHS Day Services

Responsible to (insert job title): Charge Nurse - Day Services

Department(s): Day Services, CAMHS

Directorate: NHS Lothian - Royal Edinburgh and Associated Services

Operating Division:

Job Reference: P-PCCD-REYPUDP-NUR1

No of Job Holders:

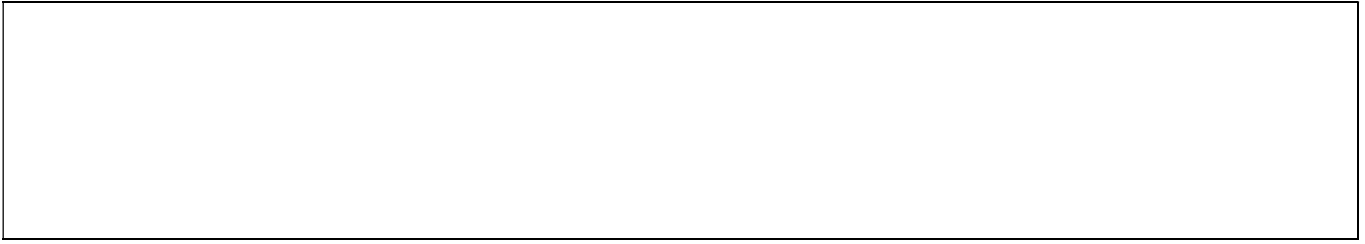
Last Update (insert date):

2. JOB PURPOSE

As part of a multidisciplinary team the post holder will have responsibility for; assessment of care needs of children/young people with complex emotional, behavioural, psychiatric and psychological problems; the development, planning, implementation and evaluation of individualised programmes of care. The post holder will act as a key worker providing high quality evidence-based nursing care to children/young people and their families.

The post holder may provide advice and assistance in care planning and/or care of emergency admissions of children/young people to acute wards in REH or RHSC, following assessment of young person's needs.

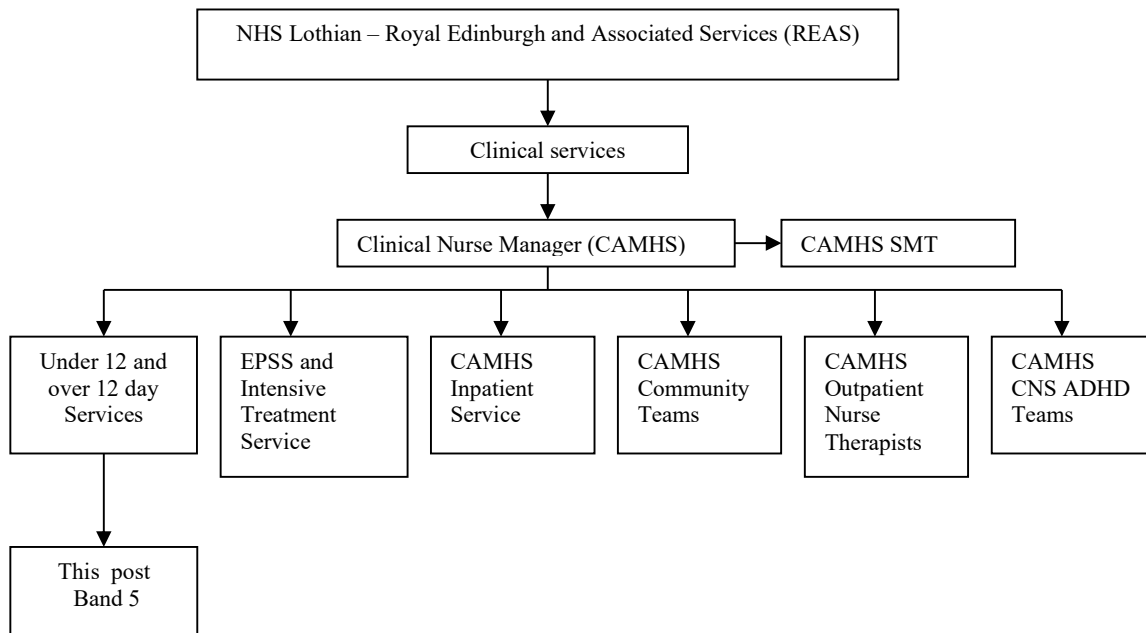
Assist in the development, planning, facilitation and evaluation of groups aimed at psycho-education, intervention and support



3. DIMENSIONS

- 3.1 The post is based within CAMHS day service provision currently on 2 sites at CAMHS Tipperlinn, REH and Willowgrove Day Services West Lothian. The post holder will work within a multi disciplinary team providing, nursing, psychological, social and medical, assessment and treatment options to children/young people experiencing a range of mental health problems. There are up to 16 places for young people (CAMHS Tipperlinn), 12-14 patients at Willowgrove . the post holder would be responsible for the case management of a number young people attending or being nursed in these settings.
- 3.2 The post holder participates in the delivery of various therapeutic interventions, including, group, individual and family work as well as supporting educational and vocational goals. Nurses provide high quality care and take a lead role in providing family work.
- 3.3 Nurses will also provide clinical supervision for junior staff and nursing assistants, mentorship to nurse learners on placement
- 3.4 CAMHS Day Services assess and/or treat children/young people (aged 5 - 18) with severe or complex problems whose needs cannot be met by outpatient/community care. Day Services have a role in prevention of admissions and rehabilitation from inpatient settings to community. The service aims to promote healthy developmental pathways, recovery and prevent relapse.

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

Working in partnership with Local Authorities and Children's Services, NHS Lothian CAMHS provides a comprehensive range of community, outpatient, day and inpatient mental health and mental illness services for young people up to the age of 18 years. The department is now in the process of reshaping to provide a seamless service across the age range and ensure accessible, responsive and family friendly services. The department also provides an important training resource for CAMHS career development across professional disciplines. In addition the department has an ongoing commitment to research and has a fully equipped research base. It is involved in a number of Scottish Executive research projects.

6. KEY RESULT AREAS

- 6.1 As Key Worker taking the lead role in the assessment of care needs of individual children/young people and their families and the development, planning, implementation and evaluation of high quality, individualised, patient centred care ensuring delivery of a high standard of care.
- 6.2 Function as a specialist source of information relating to specific children/young people, for nurses and members of the multidisciplinary team, ensuring effective communication/liaison with referrers, involved professionals, parents/carers, voluntary agencies and significant others in planning attendance, reviews and discharges thus ensuring continuity of care
- 6.3 Ensure that the care planned for children/young people is of high quality, individualised and holistic, collaboratively involving other family members as appropriate. Work in a way which places the child/young person central to care planning but includes working with carers.
- 6.4 Take a lead role in the delivery of the therapeutic programme, by participation in the preparation, facilitation and evaluation of individual and group work for children/young people and their families
- 6.5 Deliver high standards of care within defined policies, procedures, standards and protocols of the Unit, Directorate and Division.
- 6.6 The post holder will participate in the development of the Day Programme by contributing to the making of policies and protocols as part of the multidisciplinary team
- 6.7 To undertake teaching of registered and non-registered nursing staff, including basic and post-basic students in accordance with meeting the needs of personal development plans.
- 6.8 Participate in clinical supervision programme and provide mentorship for students on placement
- 6.9 To organise own workload effectively to ensure that the interests of patients are met. The post holder is required to act independently within appropriate clinical / professional guidelines and refer to their Charge Nurse when necessary

6. KEY RESULT AREAS

- 6.10 Work effectively with the multi-disciplinary team within the department, adult mental health services and with other professionals and organisations to ensure care is appropriate, effective and that continuity is ensured
- 6.11 Responsible for maintaining patient records within agreed standards for confidentiality and complying with the Data Protection Act. Complete Patient Information Management System updates in accordance with the divisions policy.
- 6.12 The post holder will maintain and continuously improve knowledge and skills in evidence based practice in the specialist area of Child and Adolescent Mental Health
- 6.13 Keep a personal record signed by line manager of mandatory training, (including food handling), undertaken and updated according to policy. Child protection training is considered mandatory
- 6.14 To participate in clinical audit and will provide data for management and audit purposes when required
- 6.15 Participate in the Division's performance review programme ensuring training needs are identified to maintain a high quality of care and facilitate personal and professional development
- 6.16 Maintain a working knowledge of legislation relating to children and adolescents and Mental Health (e.g. the Children (Scotland) Act (1995) and the Mental Health (Care and Treatment) (Scotland) Act (2003)
- 6.17 Regularly plan the workload and resources of the day service by acting as day co-ordinator.
- 6.18 In the absence of the Charge Nurse or Deputy a designated staff nurse will take charge of the unit to ensure effective operation of the service and continuity of care for children/young people.

7a. EQUIPMENT AND MACHINERY

The post holder is expected to have a knowledge of all equipment used in the area however may not have daily clinical involvement. Examples of equipment / machinery used include:-

General

- 7.1 Television
- 7.2 Cookers
- 7.3 Fridge
- 7.4 TV
- 7.5 Audio equipment
- 7.6 Computers
- 7.7 Fire alarms
- 7.8 Sports equipment
- 7.9 Gardening tools
- 7.10 Art equipment
- 7.11 General office equipment

7a. EQUIPMENT AND MACHINERY

Specialist

- 7.12 Sphygmomanometer
- 7.13 Clinical thermometers
- 7.14 Syringes and needles
- 7.15 Oxygen
- 7.16 Electronic scales
- 7.17 Division pool vehicles

7b. SYSTEMS

The post holder will assist in the maintenance of:

- 7.18 Computer systems to ensure effective insertions, storage and communication of data necessary for the provision of good patient care e.g. TRAK System
- 7.19 Written records relating to patient care and ensure this complies with agreed standards (e.g. nursing notes, multi-disciplinary notes, specialised rating scales which help identify the nature and severity of illness / progress made
- 7.20 Off duty e rostering

8. ASSIGNMENT AND REVIEW OF WORK

- 8.1 The post holder will be responsible in the first instance to the Charge Nurse
- 8.2 The post holder's performance will be reviewed annually by the Charge Nurse using the Division's Performance Management system
- 8.3 Regular progress meetings will be held with the Charge Nurse
- 8.4 A personal development plan will be established and reviewed regularly with the Charge Nurse
- 8.5 Clinical supervision will also be arranged on a regular basis, as laid out within the NHS Lothian Primary and Community Division Clinical Supervision guidelines
- 8.6 Caseload will be assigned following discussion of referrals at multidisciplinary team meetings
- 8.7 The post holder will have responsibility for managing defined workload and is expected to ensure compliance with statutory regulations and to work within NHS Lothian Primary and Community Division policies and Professional Code of Conduct

9. DECISIONS AND JUDGEMENTS

- 9.1 Assessment of patient condition to establish any change, this is necessary on a regular basis to identify improvement or deterioration in a patient's condition. As a Key Worker to meet with identified patient(s) individually and in groups at least once per shift.
- 9.2 Analysis of patient's condition and subsequent planning of care. The post holder will assess condition of patients every shift and modify care plans accordingly. Regular review of care plans weekly
- 9.3 Safety of patients, completing risk assessment of ability to manage outings or passes, adequate and timely seeking of medical assistance within REH and transporting to general medical settings if needed
- 9.4 Assess children/young people admitted to adult or paediatric wards in conjunction with inpatient unit colleagues to provide advice and / or care during admission
- 9.5 Assessment of requests for 'as required medication'
- 9.6 Appropriate use of 'Nurses holding power' under the terms of the Mental Health (Scotland) Act (2003)
- 9.7 Responding appropriately to child protection issues in accordance with multi-agency child protection procedures.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- 10.1 Identifying and taking a lead role in the management of risk for children/young people attending programmes
- 10.2 Management of crises which arise both in the programme and at home.
- 10.3 Accurately assess the behaviour of a patient and be able to differentiate between that which is illness driven and that which is associated with developmental stages.
- 10.4 Ensuring consistency and continuity in the delivery of care in a developing and evolving service within a challenging environment
- 10.5 Dealing with highly complex emotional, psychological, communication and relationship problems within the context of the child, the family and the wider systems involved, demands highly developed interpersonal skills.

11. COMMUNICATIONS AND RELATIONSHIPS

The post holder will be expected to communicate and liaise with the patient, their relatives, the multi-disciplinary team and other multi-agency professionals. Communication about clinical matters relating to the patient may involve highly sensitive information (e.g. relating to child protection issues, sharing diagnostic information with a child / family for the first time). Providing and receiving complex and sensitive information (e.g. feeding back psychological formulations of problems to young people and their families).

Highly developed skills of motivation, persuasion, empathy and re-assurance are required to work therapeutically with young people with severe depression, eating disorders, post-traumatic stress disorder and / or history of physical, emotional or sexual abuse. Communications made will safeguard patient confidentiality whilst protecting the best interests of the patient.

Difficulties encountered in communication include; relating to subject matter (e.g. Child protection issues), having to divulge sensitive information to relevant parties in a way which will not compromise patient confidentiality, ensuring children/young people understand the circumstances under which you must pass on information (e.g. Child abuse and neglect disclosures). Using well developed interpersonal and communication skills when communicating in a hostile or highly emotive environment such as when acutely mentally ill young people require detention under the Mental Health (Scotland) Act 2003, requiring nursing staff to utilise nurses holding power under provision of that Act.

Those whom the post holder will communicate with include:

- 11.1 Colleagues within CAMHS
- 11.2 Children, Young People and their families
- 11.3 Voluntary Organisations
- 11.4 Adult Mental Health Services
- 11.5 Scottish wide CAMHS Colleagues
- 11.6 Police
- 11.7 NHS Lothian Colleagues
- 11.8 Local Authority Services
- 11.9 Children's Hearing Services
- 11.10 Further education Colleagues

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical Skills

- 12.1 Administration of intramuscular injections; removal of sutures on occasions, application of wound dressing materials
- 12.2 Management of violence and aggression using approved control and restraint techniques
- 12.3 Keyboard skills, manual handling skills

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical demands

- 12.4 Effectively and safely restrain/contain children and adolescents using approved control and restraint techniques (often modified to take account of age/build of young people being restrained)
- 12.5 Standing/walking for the majority of shift periods
- 12.6 Occasionally run from a standing start in pursuit of a young person who is at risk
- 12.7 Participation in physical group activities

Mental Demands

- 12.8 Concentration required when checking documents/patient notes and calculating drug dosages
- 12.9 Concentration required when observing patient behaviours, and mental state, which are often unpredictable
- 12.10 Facilitation of group work and conducting family assessments
- 12.11 Ongoing commitment to relevant education and development of new skills and knowledge

Emotional Demands

- 12.12 Communicating with severely distressed anxious, agitated or worried children/young people and or carers/families
- 12.13 Caring for patients and their families; following the receipt of bad news (e.g. serious diagnostic information)
- 12.14 Caring for young people who have self-harmed; experience suicidal ideation; have attempted suicide outwith/within hospital setting
- 12.15 Caring for Young people who have severe eating disorders (e.g. anorexia nervosa) and who have complex psychological and physical problems
- 12.16 Dealing with disclosures of traumatic events in a child's past
- 12.17 Dealing with relatives and/or patients who are uncooperative, hostile and who are occasionally aggressive/threatening
- 12.18 Caring for children/young people who have self harmed, experienced suicidal ideation or have used suicidal behaviour within the unit and in other settings.

Working Conditions

- 12.19 Occasional requirement to use road transport in emergency situations
- 12.20 Occasional exposure to verbal aggression and physical aggression
- 12.21 Occasional exposure to blood and body fluids

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Qualifications

13.1 First level Registered Nurse RMN (RSCN/ RLDN with relevant previous nursing experience considered)

Skills and Knowledge

Excellent communication skills in relation to:

13.2 Children and families

13.3 Colleagues and visitors to the Unit

13.4 Other multi-agency professionals

13.5 Must demonstrate the ability to integrate and work well within an established multi-disciplinary team

13.6 Ability to participate in Clinical Supervision

13.7 Evidence of further education (e.g. Short courses) and ability to use knowledge/practical experience flexibly across the range of work undertaken.

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date: