

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Community Mental Health Staff Nurse Band 5

Responsible to: Nurse Team Leader

Department(s): Older People's Community Mental Health Teams

Directorate: Community Mental Health

Operating Division: Edinburgh CHP

Job Reference: **P-PCO-CMH-NUR4 (reviewed and amended)**

No of Job Holders:

Last Update: February 2012

2. JOB PURPOSE

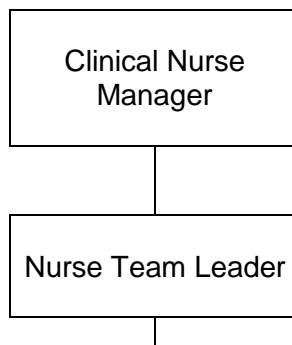
The postholder is responsible to the Nurse Team Leader for cases allocated within a defined geographical area and as part of a specialist service for individuals who are experiencing a broad range of complex needs relating to mental health issues. To co-ordinate care between and across community, outpatient, and hospital, voluntary and social care agencies Providing care across a variety of settings i.e. peoples homes, Care Homes, Community Centres.

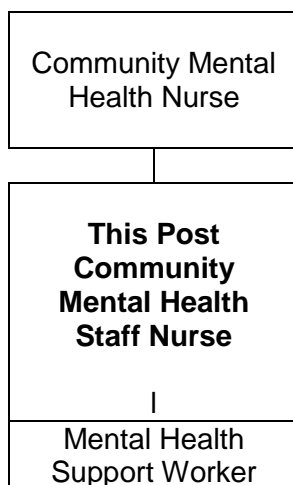
3. DIMENSIONS

The post holder is responsible to the Nurse Team Leader for an allocated caseload of individuals with mental health problems.

Supervision of junior members of staff and students.

4. ORGANISATIONAL POSITION





5. ROLE OF DEPARTMENT

To provide an expert community psychiatric service to older people experiencing mental health problems within their family and community environment and, in conjunction with other agencies within and external to Division. To provide, through assessment and implementation of clinical interventions, a comprehensive and individualised package of care.

6. KEY RESULT AREAS

1. Responsible to the caseload holder for an allocated caseload by assessing, planning and managing a variety of treatment interventions appropriate to the patient group with supervision from Community Mental Health Nurse or Nurse Team Leader as appropriate and review when necessary by the Consultant Psychiatrist.
2. Respond to other professional groups or individuals providing them with timely and pertinent feedback.
3. Liaise with professional and voluntary agencies to provide appropriate specialist advice for clients with mental health problems and call, attend and contribute to multi-disciplinary team meetings and case conferences.
4. Be familiar with all local, regional and national policies, procedures and guidelines pertinent to all staff within area of responsibility and comply with their contents in the pursuit of the highest standards of client care.
5. Be able to practice within the legal and ethical framework as established by the Nursing and Midwifery Council and national legislations, including alcohol misuse, mental health, community care, child protection and vulnerable adults, to ensure clients interests and well being are met.
6. Establish and maintain therapeutic nurse/client relationships by planning programmes of therapeutic intervention. Offer a wide range of evidence based treatment strategies, on an individual and group basis, use individual care plans and follow the philosophy and objectives of

the Team under the supervision of the Nurse Team Leader

7. Establish, develop and maintain good relationships with clients, carers, relatives, fellow health, social and welfare professionals who are involved in care delivery to affect the highest standards attainable in good mental health care.
8. Be responsible for own professional development and awareness of the evidence base in the field of mental health. Participate in continuing education and health promotion programmes and mandatory training.
9. Provide an effective and high standard of communication via a wide range of oral, written and electronic channels.
10. Initiate, develop and implement new ideas and methods for improvement of patient care in consultation with the Nurse Team Leader
11. Provide support, training and education to student nurses and other learners within the team. Participating in appraisal as appropriate and ensuring development of good practice and initiative.
12. Update client records including collection of caseload statistics and activity information as required by the Nurse Team Leader
13. Participate in clinical supervision as per NHS Lothian policy.
14. Ensure correct custody, control and administration of all medications, drugs and prescriptions according to statutory regulations and guidelines.
15. To act up to delegated tasks in the absence of the senior nurses, under supervision.

7a. EQUIPMENT AND MACHINERY

Mobile phones
Weighing apparatus
Sphygmomanometer
Car
Fax
Personal alarms
Syringes and needles
Computer

7b. SYSTEMS

- Personally generated patient notes
- Input into computerised patient activity system including waiting times (Pims)
- E-Assess, eKSF

8. ASSIGNMENT AND REVIEW OF WORK

The post holder's work will be assigned, supported and reviewed by the Community Mental Health Nurse. The post holder will have an allocated caseload, some of this work will be self directed.

The postholder will receive supervision of their allocated caseload from the Community Mental Health Nurse, minimum every 4 weeks. The postholder will only discharge from caseload following discussion and agreement with the Community Mental Health Nurse.

Performance will be supervised and reviewed by the Senior Community Mental Health Nurse on an on-going basis.

Additionally there will be a yearly appraisal and performance review carried out by the Community Mental Health Nurse.

Mentor students when allocated.

9. DECISIONS AND JUDGEMENTS

Take professional and clinical decisions on a daily basis including:

In discussion with Community Mental Health Nurse develop, assess, implement and evaluate programmes of care for the client group.

Advising GP's and other professional groups on the appropriateness of a given intervention.

Prioritise, plan and evaluate clinical activity accessing medical review when necessary. Onward referral to other agencies or discharge as appropriate, following discussion and agreement of the caseload holder.

Manage emergency situations including CPR, First Aid

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Prioritising from a range of demands.
- Co-ordinating nursing interventions with the input of autonomous health and social care agencies/professionals with separate and often conflicting agendas to ensure the best outcome for the client.
- Effectively working with a client group to harness and exploit motivation to change.
- Crisis intervention and Risk assessment of potentially complex client group

11. COMMUNICATIONS AND RELATIONSHIPS

Develop and maintain good communications and working relationships with clients, carers, relatives and other health, welfare and social service agencies involved in care provision in order that an effective

service can be provided for mental health service users and their families.

Internal- Other Healthcare professionals. Behaviour Support Service, Liaison service and inpatient wards. Work allocation to untrained staff. Support departments e.g. estates, telecoms, clinical pharmacy

External- Clients/carers/relatives- Involve and inform regarding assessment and treatment plan.
Social services/Police/Voluntary agencies.
Production of professional reports on individuals.

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

Physical Skills

Keyboard
Driving
IM Injection
BP monitoring

Physical Effort

Combination of walking, sitting, standing.
Travelling and exposure to elements.

Mental Effort

Concentration required when working in group sessions
Intense individual therapy sessions up to 1 hour per session (max. 6-7 clients per day)
Risk assessment
Crisis management
Dealing with threatening behaviour
Behavioural management
Retention and communication of knowledge and information

Emotional Effort

Discuss sensitive issues such as sexual abuse, relationship problems, family conflict, self destructive behaviour.
Dealing with bad news.

Environmental Factors

Exposure to unpredictable verbal and physical aggression
Travelling in all weathers
Needlestick injury
Exposure to body fluids

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

- Completion of Training as a first level Registered Nurse in Mental Health with a currently valid registration with the Nursing and Midwifery Council.
- A mature, responsible, empathic outlook on health cares delivery that respects clients' dignity and human rights. Ability to make valid decisions and exercise mature judgement.
- To be able to work independently and in a team, be self-motivated and able to accept responsibility.
- To be able to cope in stressful situations.
- Working towards Enhanced Dementia Practice Level (Promoting Excellence)

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:

NHS Lothian

Post: Band 5 Nursing COE

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	<ul style="list-style-type: none"> • Able to work effectively within a team situation. • Motivated and committed to further development of skills and knowledge. • Flexible and adaptable • Ability to identify & demonstrate effective practice 	<ul style="list-style-type: none"> • Good sense of humour 	I,P,R
Qualifications and Training	<ul style="list-style-type: none"> • Registered Mental Health Nurse • Evidence of continued professional development and learning opportunities. 	<ul style="list-style-type: none"> • Post Basic Course in dementia / person-centred care 	A,C,I,P,R
Experience and Knowledge	<ul style="list-style-type: none"> • Experience in working with client group • Experience in working in multi-disciplinary team • A mature, responsible, empathic outlook on healthcare delivery that respects clients' dignity and human rights. • Motivated to work in the speciality • Accepts responsibility for own clinical standards and documentation records. • Motivated to continue professional development • Well developed written and verbal communication skills. • Demonstrate clinical decision making skills within limitations of experience and ability to use initiative. • Demonstrate competence in clinical skills: engaging with clients, care planning. • Have an awareness of NHS Policies & Procedures 	<ul style="list-style-type: none"> • Participation in Clinical Supervision. • Evidence of undertaking mentorship role. • Experience of information technology i.e. Word Processing, Outlook, TRAK • Experience of managing a delegated group of patients 	A,C,I,P,R

Skills and/or Abilities	<ul style="list-style-type: none"> • Ability to work in collaboration with colleagues from both NHS and external agencies. • Ability to be flexible and adaptable • Ability to work in a pressured environment. • Recognise and manage own stress levels. 		A,I,P,R
Specific Job Requirements	<ul style="list-style-type: none"> • Evidence of direct nursing care to older people with mental health issues 	<ul style="list-style-type: none"> • Mobile across the City of Edinburgh • Awareness of Memory Assessment Tools 	A,I,P,R

Key – how assessed

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