

NHS Lothian

Post: Band 5 Mental Health Nurse

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	<p>Able to work effectively within a team situation.</p> <p>Motivated and committed to further development skills and knowledge relevant to post</p> <p>Flexible and adaptable</p> <p>Ability to assess priorities and organise own workload</p> <p>Ability to manage time in relation to case work and other role demands</p> <p>Ability to identify and demonstrate effective practice</p> <p>Ability to clearly identify role of supervision</p> <p>Experience in a supervisory capacity</p>		
Qualifications and Training	<p>RMN – Registered Nurse</p> <p>Evidence of continuing education</p>	<p>Post basic course</p> <p>Study at Degree level</p>	
Experience and Knowledge	<p>Understanding of current clinical governance issues</p>		
Skills and/or Abilities	<p>Well developed written and verbal communication skills</p> <p>Demonstrate clinical decision making skills within limitations of experience.</p> <p>Demonstrate experience with client group and competence in clinical skills relevant to the area of employment.</p> <p>Evidence of planning, implementing and evaluating care following assessment</p> <p>Exposure and experience of information technology</p>		
Specific Job Requirements	<p>Mobile throughout Lothian area</p>	<p>Full clean driving licence</p>	

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

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Staff Nurse Band 5

Responsible to (insert job title): Community Mental Health Team Leader

Department (s): Mental Health

Directorate: Midlothian H & S C Partnership

Operating Division: NHS Lothian

Job Reference: L-GEN-NM-MH-SN

2. JOB PURPOSE

As part of a multidisciplinary team the post holder will have responsibility to ensure the delivery of high quality care for patients experiencing mental health/illness issues (with consideration of carers) by the assessment of care needs, the development of programmes of care, the implementation and the evaluation of these programmes.

In the absence of the Senior Nurse / Team Manager the post holder may be required to provide cover to ensure effective operation of the clinical area.

Provision of teaching and supervision of Undergraduate Student Nurses

3. DIMENSIONS

Management and coordination of patient care
Staffing responsibilities -Supervision and mentoring of junior staff and students
Financial/Budgetary (ordering supplies)

The postholder is employed within NHS Lothian and there may be a requirement to work flexibly across Lothian to meet service demands.

4. ORGANISATIONAL POSITION

Clinical Service Development Manager
|
Mental Health Team Leader
|
Community Mental Health Nurse band 6
|
Mental Health Staff Nurses (This Post)
|
Mental Health Clinical Support Workers (Community)

5. ROLE OF DEPARTMENT

To provide mental health nursing within a multi-disciplinary team to patients within their family and Community environment and in conjunction with other agencies within and external to the organisation. To provide, through assessment and implementation of clinical interventions, a comprehensive and individualised package of care.

6. KEY RESULT AREAS

- 1. To assess patients, plan their care, implement and evaluate programmes of care and consult / involve patient / carers at all stages of the patients' journey to ensure patients receive a high standard of nursing care. Engaging support / supervision of senior staff or other disciplines as required.**
- 2. To develop and maintain good relationships with patients , carers , relatives and fellow health , social work and 3rd sector colleagues**
- 3. To organise own workload and workload of others within the team to ensure the patients care needs are met and systems of teamwork are maintained.**
- 4. Deliver a variety of care and treatment interventions evidence based or otherwise, on a one to one or group basis as deemed appropriate within the service area.**
- 5. Contribute to and participate in a wider programme of treatments and interventions which can be delivered in a variety of settings and with a wide variety of service providers from within and outwith the Health Service**
- 6. Liaise with professional and voluntary agencies to provide appropriate mental health advice for patients with mental health problems and convene, attend and contribute to appropriate multi disciplinary team meetings and case conferences**
- 7. To lead the nursing team, in the absence of the Senior Nurse / Team Manager and act as a source of advice to ensure smooth organisation so patients and their relatives receive a high standard of prescribed care.**
- 8. To support, guide and direct junior members of the team to appropriately provide holistic nursing care for patients ensuring robust risk assessment.**
- 9. To contribute to the arrangements for patient admissions and discharges so that patients are admitted according to the clinical area procedures and discharges are fully planned.**
- 10. To implement and maintain, as part of the multidisciplinary team, policies, procedures, standards and protocols of the clinical area to ensure adherence to, and delivery of the highest level of patient care at all times.**
- 11. To participate in audit systems to monitor the delivery and standards of care given to patients and their families.**

12. To have an overall awareness of potential risks within the field of work assessing these at all times (including patient behaviours and working environment) to ensure the health and safety of patients, visitors and staff and compliance with related legislation and guidelines.
- 13. To have direct involvement in the provision of education and development of pre-registration, appropriate post-registration students and other members of the multidisciplinary team to ensure that appropriate learning opportunities are provided and students feel supported. To participate in the PDPR processes for junior members of the team. Providing mentorship and clinical supervision.**
- 14. To order supplies ensuring that resources are used appropriately and efficiently at all times.**
15. To maintain effective written and verbal communications with patients, relatives and other members of the multidisciplinary team to ensure patient needs are met and appropriate information is shared and documented. Electronic communication as appropriate e.g. TRAK
16. To develop within the post by expanding knowledge and skills to ensure continuous professional development and the delivery of evidence-based practice, as per NMC fitness to practice and revalidation.
17. Ensure correct custody , control and administration of medications, drugs and Prescriptions
18. Participation in clinical supervision as per NHS Lothian policy.
19. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviour's and attitudes.

7a. EQUIPMENT AND MACHINERY

Mobile Phones
Car
Dictaphones
Syringes

Weighing Apparatus
Sphygmomanometer
Breathalyser
Computers

Note: New equipment may be introduced as the organisation and technology develops, however training will be provided.

7b. SYSTEMS

The following are examples of systems which will be used when undertaking the role:

- maintenance of patient records – electronic or paper
- for ordering stores and supplies
- Risk assessments
- eLearning modules – personal development
- Intranet and internet – access to policies

Note: New systems may be introduced as the organisation and technology develops, however training will be provided.

8. ASSIGNMENT AND REVIEW OF WORK

Workload is determined by the needs of the service.

The post-holder will work without direct supervision and will delegate work to other members of the nursing team as necessary.

The post holder's work will be assigned by the line manager although the post holder will manage their own daily workload.

The post holder will be responsible to the Senior Charge Nurse / Team Manager for clinical guidance and professional management, work review and formal appraisal of performance.

9. DECISIONS AND JUDGEMENTS

The post holder is expected to clinically assess patients to establish any changes, inform other members of the multidisciplinary team as necessary and plan and review subsequent care.

The post holder has discretion to make clinical decisions regarding patient care within clinical/professional guidelines working as part of a multi disciplinary team.

The post holder is expected to anticipate problems in meeting patients' care needs and resolve them autonomously / within the nursing team or seek advice from a more senior nurse.

In the absence of the Senior Nurse / Team Manager allocates work and deployment of staff.

Participate in the appraisal process through Personal Development Planning and review in line with the Knowledge and Skills Framework.

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10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Managing own caseload

Managing the demands of direct and indirect patient care within available resources.

Adapting to the to the variable and unpredictable demands of the post

In the absence of the Senior Nurse / Team Manager providing ensuring the effective operation of the area.

11. COMMUNICATIONS AND RELATIONSHIPS

Communicate verbally and in writing to members of the multidisciplinary team - members of Health and social care partnership teams; statutory and non-statutory services with the ability to express professional views within group settings and support client advocacy.

The post holder will communicate with patients with mental health problems and their carers who at times may be hostile or antagonistic.

In addition to the above , the following main categories in relation to healthcare, staffing and service issues are:

- **The multidisciplinary team and interagency services involved in the provision of care**
- **Nursing staff regarding patient care, allocation of work, workload issues**
- **Other relevant departments within the division e.g. Facilities, Estates, Domestic Services**

12. PHYSICAL, MENTAL, EMOTIONAL & ENVIRONMENTAL DEMANDS OF THE JOB
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Physical Skills

Keyboard

Driving

IM Injection

BP Monitoring

Use of Alcometer

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 or more per session (max. 6-7 clients per day).

Risk Assessment.

Crisis management

Dealing with unpredictable threatening and aggressive 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 etc.

Dealing with bad news e.g. bereavement.

Environmental Factors

Exposure to unpredictable verbal and physical aggression

Travelling – 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 NMC – with a valid registration.

Evidence of Continuing Professional development or experience appropriate to the post

Team-working skills and the ability to work using own initiative.

Effective communication, organisational and time management skills.

A mature , responsible , empathic outlook on mental health care delivery

A current full driving licence is desirable

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: