

PROGRESS *your* CAREER



Community Mental Health Nurse Band 6

Job Description and Person Specification

Job Description

JOB TITLE: Community Mental Health Nurse

BAND: 6

RESPONSIBLE TO: Operational Lead

KEY RELATIONSHIPS:

Internal	External
Own Team Line Manager Other MH&WTs Other internal mental health services Redbridge Leadership team NELFT Corporate Services <ul style="list-style-type: none"> • Governance • Executive Leadership • Finance • Estates • Pharmacy • Supplies 	GP Collaborative Care Social Services Acute Hospital Patients Families Other Trusts Education Department Voluntary Sector Providers

The purpose of this job description is to outline the level of responsibility and accountability of this post. This will ensure that all work undertaken by our staff is clearly identified and carried out under clear lines of accountability.

Aim of the role:

The expectation of this post holder will be to support their team, department and organisation to achieve the Trust’s Values in their day-to-day work. Working with our colleagues, patients and carers we have co-produced three new values that we aim to embed within our culture here at NELFT.

They are:

- **We are kind.**
- **We are respectful.**
- **We work together with our communities.**

These three values help us to strive to provide the best care by the best people.

The post holder will achieve this by:

The post holder will be a Registered Nurse (RN12-NMC) responsible for patients allocated to them and will assess, manage, plan and deliver care, including being professionally and legally accountable.

The post holder will support their peers and team leader and be an effective team member whilst working on their own initiative. They will have a commitment to collaborative working and actively support and liaise with other health and social care professionals and agencies.

Participating in the development and implementation of high standards of clinical care ensuring the service provided is needs led, compliant with national guidance and is viewed positively by service users.

Key Responsibilities:

- To be responsible for organising and prioritising own and others workload in the day to day allocation of work.
- Provide a range of intervention and assessment of patients, including those with multiple pathologies and complex mental health needs, taking into consideration the patient's physical/cognitive/perceptual skills to identify the patient's abilities and areas of difficulty.
- To have organisational knowledge relating to Trust protocols and procedures and adhere to them, particularly administration of medicine and moving and handling.
- To be responsible for providing accurate records of information required by the Trust for audit purposes.
- To ensure effective risk management at team level by accident/incident reporting, assessing and controlling risk and ensuring residual risks are added to the Trust register.
- To supervise pre-registration students.
- To employ professional curiosity in your day-to-day role and act upon any findings appropriately.

Clinical Skills

- To act as an autonomous, registered practitioner who is legally and professionally accountable for own unsupervised actions guided by the professional code of conduct and Trust guidelines and protocols.
- The post holder will have Current Effective Status on the Nursing and Midwifery Council (NMC) – Registered Nurse (RN12).
- To be responsible, and accountable, for service delivery to clients/patients.
- To be able to assess and develop plans of care to meet the complex needs of patients with a variety of conditions. This includes chronic, acute and palliative care within own competencies, recognising own limitations and seeking advice when necessary. This will include continuously evaluating and acting on outcomes.
- To be able to initiate referrals to other health professional specialist services and agencies.
- To provide patients and relatives with information and education thus ensuring they have meaningful choices that promote dignity, independence and quality of life.

- To ensure practice is supported by research, evidence-based practice, literature and peer review.

Leadership

- To participate in the development of an effective team and the development of productive working relationships throughout the Trust.
- To actively promote integrated health professional working internally and externally.
- To facilitate the development of a positive and supportive team culture.
- To take an active interest in working parties and groups within the Trust to develop and improve on service delivery, protocols and guidelines.
- To participate in the audit process, linking in with the clinical governance agenda.
- To advise, encourage and share knowledge utilising the latest research and practice development, through literature and peer reviews.

Administration

- To be computer literate.
- To ensure accurate recording of actions, and updating patient's records, maintaining confidentiality at all times.
- To take part, and assist, in the planning and administration relating to day to day running of the caseload.

Communication

- To have a wide range of knowledge in approaches to communicating and managing patient care.
- To be able to effectively communicate with colleagues, peers, senior managers and clinical leads within the Trust.
- To be able to communicate complex patient related information facilitating positive outcomes and ensuring collaborative working.
- Participate in the review and development of clinical policies and identifies improvements to service provision.

Training

- To act as mentor to students, providing effective education, facilitating their development and promoting high standards of nursing care.
- Ensure students are actively supported to enable them to achieve their learning needs.
- To ensure own continued professional development and support a culture of lifelong learning in self and others.
- To undertake, and assist, in the planning of own mandatory training and workshops.
- To undertake a regular appraisal, developing a personal development plan that includes clinical competencies reflecting the health needs of the local population and relates to Trust strategy.
- To support new staff and their integration within the team.

- To support training as part of the role including changes to professional development and implementation of new policies and guidelines.

Specific tasks directly related to the post:

- Operating as named care coordinator , for a group of clients, under the supervision of a Team Leader
- To work in a positive manner , adopting a recovery focused approach to care delivery and well being
- Providing high quality evidence-based and individualised mental health care to a clearly defined group of patients, relatives and carers.
- Supervising qualified and unqualified staff in the delivery of their care
- Working and acting as a key member of the multi-disciplinary teams, supporting each service user in achievement of planned outcomes.
- Ensure consideration of contemporary evidence base and policies to clinical practice.
- To administer, supervise and monitor medication
- Work closely with GPs with an emphasis on safely discharging Mental Health patient to primary care.

Additional Information

Additional information about protocols and guidelines while working at NELFT are outlined in [this document](#).

Key Performance Indicators (KPI) and Objectives

Each individual and service will be set KPIs and achievement against these will be regularly reviewed. Performance against individual and service KPI's will be routinely monitored by your manager.

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

Other Duties

There may be a requirement to undertake other duties as may reasonably be required to support the Trust. These may be based at other Trust managed locations.

Date last reviewed: Insert date job description approved by panel if recent, otherwise state 'approved historically'

Date to be reviewed: Insert date job description to be reviewed by manager (JDs should be reviewed yearly)

Job evaluation reference number: Insert job evaluation reference number if post has been through the job

Person Specification

Please note if you do not meet all the criteria listed in the person specification, we encourage you to still apply and development needs can be discussed at the interview.

Demonstration of Trust Values	Essential	Desirable	Measurement
We are kind. We are respectful. We work together with our communities.	✓		Application Form Interview Assessment

Qualifications	Essential	Desirable	Measurement
NVQ level 2 or equivalent standard of literacy and numeracy	✓		Application Form Interview Assessment
RMN Registration with relevant professional body	✓		Application Form Interview Assessment

Experience	Essential	Desirable	Measurement
Working with adults who have complex mental health needs.	✓		Application Form Interview Assessment
Working with adults dual diagnosis	✓		Application Form Interview Assessment
Working in an acute environment	✓		Application Form Interview Assessment

To have experience in working/liasing with multi-disciplinary teams, internal and external agencies in the provision of care	✓		Application Form Interview Assessment
Undertaking audits within a clinical setting	✓		Application Form Interview Assessment
To have experience of assessing, planning and initiate care	✓		Application Form Interview Assessment
Ability to work under pressure, quickly and effectively, making timely clinical decisions in conjunction with the MDT.	✓		Application Form Interview Assessment
Ability to work both independently and as part of the team	✓		Application Form Interview Assessment

Knowledge	Essential	Desirable	Measurement
An awareness of NHS priorities	✓		Application Form Interview Assessment
Understanding of NICE CQC and DoH guidance		✓	Application Form Interview Assessment
Understanding the Community Care Act and its application.	✓		Application Form Interview Assessment
Awareness of The 1983 Mental Health Act, related legal guidance and ethical	✓		Application Form Interview Assessment

practice			
Understanding of contemporary evidence based 'best practice'	✓		Application Form Interview Assessment
Awareness of latest infection control and prevention standards	✓		Application Form Interview Assessment
Understanding of Trust service structure and appropriate referral criteria and processes	✓		Application Form Interview Assessment

Skills	Essential	Desirable	Measurement
Basic awareness of IT and IT skills	✓		Application Form Interview Assessment
Well-developed interpersonal skills, especially the ability to engage with service users and significant others in busy/high pressure environments	✓		Application Form Interview Assessment
Robust assessment of mental health presentation and risk profiling	✓		Application Form Interview Assessment
Ability to facilitate positive MDT working relationships across all service areas	✓		Application Form Interview Assessment
Ability to maintain confidentiality where	✓		Application Form Interview

appropriate			Assessment
Ability to work closely with the families, friends and significant others of service users in assessing need and planning intervention	✓		Application Form Interview Assessment
Understanding of and commitment to the principles of equal opportunities in service delivery	✓		Application Form Interview Assessment
Ability to formulate clear and concise clinical records and be able to disseminate information appropriately and to relevant agencies	✓		Application Form Interview Assessment

Other	Essential	Desirable	Measurement
To be able to travel efficiently throughout the area	✓		Application Form Interview
To be aware and demonstrate the Trust Values	✓		Application Form Interview Assessment
To be flexible, supportive and if required to take a new role within NELFT appropriate to knowledge, education and skills, as required	✓		Application Form Interview Assessment