

Job Description:

Registered Mental Health / Learning Disability Nurse – Primary Mental Health

Function:	Justice Services
Job:	Registered Mental Health Nurse / Registered Learning Disability Nurse
Position:	Registered Mental Health Nurse / Registered Learning Disability Nurse
Job holder:	
Date (in job since):	
Immediate manager (N+1 Job title and name):	Primary Mental Health Team Leader
Additional reporting line to:	Head of Healthcare
Position location:	Healthcare Department, Seacole Building

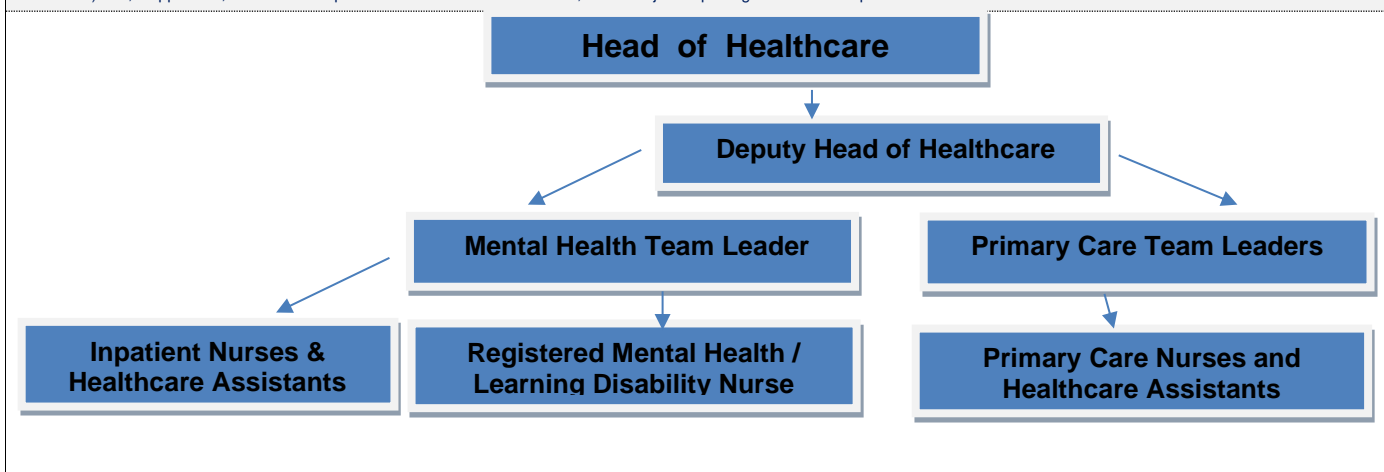
1. Purpose of the Job – State concisely the aim of the job.

- To assist and support the Head of Healthcare and Mental Health Team Leader in the delivery of high quality, safe and effective primary mental health care to residents at HMP / YOI Bronzefield
- To be responsible for and deliver clinical leadership on a daily basis whilst working closely with primary care nurses, Advanced Nurse Practitioners and GPs
- To be an integral part of the Primary Care Offering whilst working closely with all departments within the prison
- To undertake delivery of Primary Mental Health services in line with the Stepped Care Model as well as any unplanned and emergency care
- To undertake the running of depot clinics and any associated medication monitoring

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

Characteristics	<ul style="list-style-type: none"> ▪ The Post Holder will hold a case load of primary mental health patients and will be available to attend any mental health emergencies ▪ The Post Holder will be expected to work 2 weekends a month and there is no expectation for night shifts
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3. Organisation chart – Indicate schematically the position of the job within the organisation. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.



4. Context and main issues – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.

- Deliver Primary Mental Health Care equivalent to that of the community in line with the Stepped care model
- Time Management
- Care Planning for vulnerable female prisoners
- Autonomous Practitioner

5. Main assignments – Indicate the main activities / duties to be conducted in the job.

- To take responsibility for day-to-day management and clinical leadership of patients on your Primary Mental Health case load including attending any mental health crisis or emergencies, ensuring the one's practice is in line with NMC Code of Professional Conduct
- Take responsibility for the assessment of individuals with healthcare needs including the development and implementation of care plans for all individuals as required.
- Work closely with the reception team to ensure that new patients are assessed if needed at reception with a history of mental illness / dual diagnosis.
- Ensure, as per protocol, appropriate referrals are made to other services in the prison, such as Perinatal Mental Health service, In Reach Mental Health Service, Therapy services, Midwifery, GPs, Chaplaincy and others accessible to patients both internally and externally.
- Clinical leadership to include ensuring that the wider healthcare team and operational team (where there is a risk) are aware of up-to-date mental health, any associated physical health conditions at all times and effectively communicate this verbally including accurate record keeping using SystemOne electronic records whilst maintaining confidentiality at all times.
- Ensure that you work safely and effectively in delivering the clinical demand of the service (attending ACCT reviews, GOAD reviews, patients in Mental Health crisis, Depot Clinics and so on)
- Provide clinical advice and contribute to MDT care plans to enable safe management of patients on your case load on the house blocks. Provide leadership and direction within your own specialist field which carrying your duties and contribute to the training and education of custodial staff where required
- Effectively manage your clinics to ensure clinic efficiencies and maximise on clinic utilisation as directly by Team Leader
- Ensure that you maintain the highest standards and professional conduct at all times in line with Sodexo Values.
- Where appropriate respond to medical emergencies and participate in incident management and prison contingency plans
- Support the development needs of Healthcare Assistants, other Nurses and Nursing Associates and provide clinical supervision to junior staff as needed
- Engage in a program of audit with a focus on continuous improvement of the service with a view to continuously enhancing the outcomes for patients
- Attend relevant staff huddles, MDT meetings, referral meetings with In-Reach Mental Health Team and as directly by the Team Leader
- Manage relevant mental health clinics and develop an effective communication channel with the GPs and Primary Care staff
- Ensure that all data is managed as per the Sodexo and SystemOne Information Governance protocols
- To ensure medication is administered/dispensed as prescribed and in accordance with Medicines Management procedures.
- Comply with regulations in respect of the storage and administration of drugs in accordance with the Misuse of Drugs Act. (1973).
- Ensure that Drug Charts are completed, signed and stored as per local and national policies.

- To contribute to promotion and development of evidence based practice and research.
- Ensure security procedures are adhered to
- Where required, take immediate action following an incident report in accordance with national and local guidance.
- To ensure all personal responsibilities in the identification of risks are fulfilled, in particular, suicide/self harm prevention, health and safety, infection control and patient care. This will include completing risk assessments followed by appropriate action.
- To develop evidence-based practice taking into account local and national initiatives and relevant published works for the Prison Service.
- For patient who have a planned release date or for unplanned releases, liaise with the community teams to ensure effective handover for post release support
- Abide by the Sodexo Justice Services Corporate Mission Statement and all appropriate Regulations, Policies and Procedures.
- To be responsible for the upkeep of registration. To provide evidence to the HR & Training Department when requested.
- Work shifts as required (does not include nights).

6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities.

- To ensure a professional approach is undertaken in all aspects of the role.
- To be a positive role model to both staff and prisoners.
- To work autonomously and as part of a team whilst supporting others.
- To attend meetings and participate in projects as required
- To support Clinical leads/ management in planning and implementing change to meet clinical and business needs.
- To adhere to Sodexo justice services Safeguarding policies
- To ensure compliance and an effective working knowledge of the Local Security Strategy and SJS Local Operating Procedures.
- To demonstrate sensitivity and empathy in the management of prisoners.
- To seek support as required from colleagues and highlight to a line manager any concerns or fears regarding the incidents, medicines management or environmental issues.
- To practice in line with NMC guidelines
- To be familiar with the Prison Service Standards, Standing Orders, Circular Instructions and Notices to staff, Prison Rules, Health and Safety material to enable you to function safely in a prison setting
- To adhere to the security procedures and report any security incidents accordingly
- To communicate effectively with all colleagues, internal and external including relevant prison departments such as Custody Team, Probation, Education and work areas as required

7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively

Essential

- First Level Registered Mental Health or Learning Disability Nurse (RNMH / RNLD)
- Evidence of continuous professional development
- Up to date NMC registration

- Desire to undertake further training as appropriate
- Excellent verbal and written communication
- Motivated and innovative
- Use Clinical Judgement to formulate care plan
- Evidence of current experience in making autonomous and safe clinical decisions
- Ability to use evidence evidence-based strategies in practice
- Engage effectively in the formulation of need
- Treat other people with dignity and to subscribe to the prison Sodexo Justice Services values
- Commitment to team working and support.
- Committed to professional development and NMC revalidation
- Ability to work flexibly within the demands of the service
- Excellent role model and an ambassador for Sodexo values

Desirable

- Experience of working within a secure environment/ community setting
- Teaching and assessing qualification and experience
- Prescribing qualification

8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

■ Learning & Development	■
■ Innovation and Change	
■	■
■	■
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