



Job description and specification



Education Mental Health Practitioner
Children's Wellbeing Practitioner
CYP- IAPT or IAPT
Band 5



JOB DESCRIPTION

JOB TITLE: Education Mental Health Practitioner
Children's Wellbeing Practitioner
CYP- IAPT or IAPT

BAND: Band 5

RESPONSIBLE TO: Essex MHST operational manager

KEY RELATIONSHIPS:

Internal	External
Own Team Line Manager	GP Collaborative Care Social Services Acute Hospital

CONTROLS ASSURANCE STATEMENT:

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 post holder will be expected to support their team, department and organisation to achieve the Trust's Values in their day to day work. These are the 5P's:

- Putting people first
- Prioritising quality
- Being progressive, innovative and continually improve
- Being professional and honest
- Promoting what is possible – independence, opportunity and choice

Post Summary and Background

The NHS is now working with schools and colleges in an increasing number of new areas across England to provide expert emotional wellbeing and mental health support for up to half a million pupils a year – part of the Government's ambitious plans to transform children and young people's mental health through the NHS Long-Term Plan. The new Mental Health Support



Teams (MHSTs) are based in schools and colleges to support children and young people. Nationally, it is intended that the new MHSTs will work with a fifth to a quarter of schools and colleges in England by 2023 (each MHST supports approx. 15-20 schools/ colleges and approx. 7,000 – 8,000 pupils).

In Essex, we have Six Wave 1 & 4 MHSTs in Southend, Thurrock, Chelmsford, Basildon, Braintree and Maldon, Wave 5 brings new teams to Cavney Island & Castle Point. NELFT also host 7 MHSTs in Kent. The teams include EMHPs, senior MH support workers and senior clinician/supervisors.

The teams build on the support already in place from school counsellors, nurses, educational psychologists and the voluntary sector to support those with mild to moderate mental health issues in school and will help children and young people with more severe needs to access the right support and provide a link to the NHS – in Essex this is EWMHS.

We are looking to recruit four qualified EMHPs / CYP-IAPT / IAPT / CWP to join our High Education Team that covers colleges in Thurrock and Southend. We are also looking to recruit one EMHP or low intensity CBT therapist to work in the Thurrock MHST in primary and secondary schools. The successful candidates will be equipped with the necessary skills, knowledge and capabilities to work as a qualified low intensity CBT practitioner as autonomous and responsible within their scope of practice, alongside education colleagues.

Job role

The CBT therapist should have developed skills and knowledge in areas such as:

- Working with children, young people and their parents/carers to support self-management including development of plans for specific interventions and agreeing outcomes
- Learning to manage own caseload, gaining the necessary skills to practice a range of interventions such as guided self-help for low mood, anxiety and behavioural problems
- Preparing and presenting caseload information to supervisors
- Working with colleagues to provide better access to specialist mental health services and supporting referrals where required
- Supporting colleagues in education to identify and manage issues related to mental health and wellbeing

As a low intensity CBT practitioner in NELFT you will work under clinical supervision as part of a dynamic NHS mental health team in a creative environment. Evidence-based interventions, new ideas, ways of working and supporting children and young people are actively encouraged. This modern approach requires flexibility and adaptability, and above all a passion for working with children and young people specifically in educational settings.

The NHS team uses a blend of face to face interventions along with online/digital support as part of what is offered (e.g. support via video and telephone calls. Clinical supervision will support you to develop knowledge and practice skills to employ a range of evidence based interventions for common mental health problems via direct individual and group support for children, young people and their parents, in line with NHS expectations.



Post-holder requirements

All applicants must demonstrate in their application the ability to work at degree level or have an equivalent level of relevant experience, with a proven record of previous learning or formal study in child development, wellbeing or mental health. Further to that experience of working with children and young people and an understanding of the educational system in England is highly desirable.

Key Responsibilities:

1. To oversee the formulation and treatment and management plans for schools, parents, children and young people being supported by the EMHPs using a range of interventions appropriate to the service; individual and group.
2. Working in partnership with schools, to support children, young people experiencing mild to moderate mental health difficulties and their families in the self-management of presenting difficulties.
3. Work in partnership with schools, children, young people and families in the development of plans for the intervention and agreed outcomes.
4. To support and empower children, young people and families to make informed choices about the intervention.
5. To operate at all times from an inclusive values base which recognises and respects diversity.
6. Accept referrals within agreed national and local protocols.
7. Undertake accurate assessment of risk to self and others.
8. Adhere to the service referral protocols. Under supervision signpost unsuitable referrals to the relevant service as necessary.
9. Through close case management and supervision, escalate cases where the level of need becomes beyond scope, or more severe, ensuring adherence to other relevant elements of service delivery.
10. Provide a range of information and support to schools for evidence based psychological treatments, primarily guided self-help. This work may be face-to-face, by telephone or via other media.
11. Adhere to an agreed activity contract relating to the overall number of children and young people contacts offered, and sessions carried out per week in order to improve timely access and minimise waiting times.
12. Keep coherent records of all activity in line with service protocols and use these records and outcome data to inform decision-making. Complete all requirements relating to data collection.



13. Assess and integrate issues relating to transitions, education and training/employment into the overall therapeutic process.
14. Work within a collaborative approach involving a range of relevant others when indicated.
15. Work in collaboration with children, young people and communities to enhance and widen access to support health promotion.
16. To provide reports and communicate in a skilled and sensitive manner concerning the assessment, formulation and treatment plans of clients.
17. To liaise, with supervision, with other education, health, social care and voluntary sector staff from a range of agencies, in the care provided to clients.

Teaching, Training and Supervision

1. Complete NELFT mandatory training
2. To actively engage with additional relevant training opportunities.
3. Apply learning from the EMHP training programme to practice.
4. Receive supervision and guidance from educational providers in relation to course work to meet the required standards.
5. Prepare and present caseload information to senior MHST clinicians within the service on an agreed and scheduled basis, in order to ensure safe practice and the governance obligations of the service are delivered.
6. Respond to and implement supervision suggestions by supervisors in practice.
7. Engage in and respond to personal development supervision to improve competences and practice.
8. Co-develop a supervision contract with supervisors, and colleagues where appropriate for group supervision.

Service Development Management and Policy

1. Under the direction of the strategic and clinical lead, to support the strategic and practical development of the EMHP/MHST initiative within the service and wider children's mental health system.
2. To support the process of screening referrals into the MHST.
3. To actively engage in monitoring clinical outcomes and activity data of own work.
4. To assist the service managers by undertaking delegated routine team based functions, as required, such as: taking notes in meetings, overseeing evaluations/audits
5. To advise both service and professional management on those aspects of the service



where psychological and/or organisational matters need addressing

6. To assist, in the integration and development of co-production, outcomes measures, and evidence based treatment approaches in line with the wider CYPMHS/YPWS strategy for service improvement

Computer/Administration

1. To be computer literate and encourage implementation of the Trust's IM&T Strategy.
2. To ensure accurate recording of actions, and updating patient's records, maintaining confidentiality at all times.
3. To take part, and assist, in the planning and administration relating to day to day running of the caseload.

Communication

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

Service Evaluation and Research

1. To utilise theory, evidence-based literature and research to support evidence based practice in individual work and other interventions offered by the MHST.
2. To support the development of evidence-based resources for use in schools.
3. Work with service managers to ensure outcomes data is collected, used clinically and submitted appropriately to NHS-E



Additional Information

Health & Safety

Employees must be aware of the responsibilities placed upon them under the Health & Safety at Work Act (1974) and subsequently published regulations to ensure that the Trust's Health and Safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

Each staff member has a duty to take personal responsibility for the prevention and control of infection, in accordance with Trust Infection Prevention and Control Policies, which reflect the statutory requirements of the Health Act 2006 – Code of Practice for the Prevention and Control of Healthcare Associated Infection. They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAs.

Risk Management

You will be responsible for adopting the Risk Management Culture and ensuring that you identify and assess all risks to your systems, processes and environment and report such risks for inclusion within the Trust Risk Register. You will also attend mandatory and statutory training, report all incidents/accidents including near misses and report unsafe occurrences as laid down within the Trust Incidents

Safeguarding Children and vulnerable adults

North East London NHS Foundation Trust (NELFT) is committed to safeguarding and promoting the welfare of children and adults and to protecting them from the risks of harm. The Trust recognises its responsibility to ensure that safe working conditions and systems are in place for staff working with children, adults and families in their care. Staff are required to comply with Trust policies on Safeguarding.

Standards of Business Conduct & Conflict of Interest

The NHS Code of Conduct and Standards of Business conduct for NHS Staff require all employees to declare all situations where you or a close relative or associate has a controlling interests in a business [such as a private company, public organisation or other NHS or voluntary organisation] or in any activity which may compete for any NHS contracts to supply goods or services to the Trust. All such interests must be declared in the Trust's register of interests either on appointment or when such interests are gained.

As an employee you are required to make yourself aware of and adhere to the Trust's governance policies, such as Standing Orders and Standing Financial Instructions.

Sustainability

All staff has a responsibility for delivering high quality healthcare in a low carbon environment, where energy is used wisely and not wasted. It is the responsibility of all staff to minimise the Trust's environmental impact by recycling where possible, switching off lights, computers, monitors and equipment when not in use, minimising water usage and reporting faults promptly.



Smoking Policy

It is the Trust's policy to promote health. Smoking, therefore, is actively discouraged. It is illegal within the Trust buildings and vehicles.

Codes of Conduct

North East London NHS Foundation Trust (NELFT) requires the highest standards of personal and professional conduct from all of its employees. All employees must comply with the Code of Professional Conduct appropriate to their professional governing body.

As an NHS employee, you are required to observe the following principles:

- Make the care and safety of patients my first concern and act to protect them from risk;
- Respect the public, patients, relatives, carers, NHS staff and partners in other agencies;
- Be honest and act with integrity;
- Accept responsibility for my own work and the proper performance of the people I manage;
- Show my commitment to working as a team member of working with all my colleagues in the NHS and the wider community;
- Take responsibility for my own and continuous learning and development

Data Protection

Personal data is protected under the Data Protection Act (1999) and the post holder will ensure that it is securely held and that the requirements of the Act are followed. It is the responsibility of all staff whose jobs requires them to record information in Trust Computer systems (e. g RIO and ESR) to ensure that the data entered into these systems is of high data quality and that information is recorded correctly and in a timely manner. Failure to adhere to this requirement could be considered a disciplinary matter

Information Security and Confidentiality

All employees are required to observe the strictest confidence with regard to any patient/client information that they may have access to, or accidentally gain knowledge of, in the course of their duties.

All employees are required to observe the strictest confidence regarding any information relating to the work of the Trust and its employees.

You are required not to disclose any confidential information either during or after your employment with the Trust, other than in accordance with the relevant professional codes.

All person identifiable information must be held in the strictest confidence and should be disclosed only to authorised people in accordance with NHS Confidentiality Guidelines [Caldicott] and the Data Protection Act 1998 unless explicit written consent has been given by the person identified, or where information sharing protocols exist.

Failure to comply with these regulations whilst in the employment of the Trust could result in action being taken under the Trust Disciplinary Policy and Procedure.



Equality and Diversity

North East London NHS Foundation Trust (NELFT) is committed to the implementation of the Equality and Diversity at Workplace policy which ensures equal opportunities for all. NELFT is also committed to embracing diversity and eliminating discrimination in both its role as an employer and as a provider of services. It aims to create a culture that respects and values each other's differences, promotes dignity, equality and diversity and encourages individuals to develop and maximise their potential. The Trust will ensure that it provides equal and fairness for all, and not to discriminate on the grounds of gender, marital status, race/ethnicity, disability, sexual orientation, religion, transgender or gender reassignment status, age, marriage or civil partnership/same sex marriage, and because of you being pregnant or being on maternity/paternity leave. All staff are required to observe this policy in their behaviour to employees and patients/service users.

Key Performance Indicators (KPI)

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.

For HR Use Only:

Date of template: 27.05.2021

Version: 2

For Manager Use Only:

Date last reviewed: Insert date job description approved by panel

Date to be reviewed: Insert date job description to be reviewed by manager

Signed:.....
(Manager)

Dated:

Signed:
(Employee)

Dated:.....



Guidance

- Information already listed in the person specification should remain.
- All rows that are marked with a * and highlighted in yellow can have information added to them.

	Essential	Desirable	Measurement
Demonstration of Trust Values			
Putting people first	✓		Application Form Interview Assessment
Prioritising quality	✓		Application Form Interview Assessment
Being progressive, innovative and continually improve	✓		Application Form Interview Assessment
Being professional and honest	✓		Application Form Interview Assessment
Promoting what is possible, independence, opportunity and choice	✓		Application Form Interview Assessment
Qualifications			
NVQ level 2 or equivalent standard of literacy and numeracy	✓		Application Form Interview Assessment
Successful completion of the HEE commissioned 1yr 'Education Mental Health Practitioner' course or CYP-IAPT or IAPT or CWP	✓		Application Form Interview Assessment
Experience			
Experience of working with children and young people, their families and others.	✓		Application Form Interview Assessment
Experience of working and liaising with a wide variety of agencies and stakeholders	✓		Application Form Interview Assessment
Experience of working with children and young people who have	✓		Application Form Interview Assessment



social, emotional and/or behavioural difficulties			
Experience of working with anxiety disorders	✓		Application Form Interview Assessment
Experience of the delivery of specific therapeutic interventions to children, young people or their families (e.g. CBT, solution focused brief therapy)	✓		Application Form Interview Assessment
Ability to carry out 1:1 therapeutic mental health interventions with children and families	✓		Application Form Interview Assessment
Ability to work within educational settings to increase mental health awareness within the staff group	✓		Application Form Interview Assessment
Ability to conduct mental health assessments of children and young people	✓		Application Form Interview Assessment
Ability to make an assessment of risk and to record and communicate it appropriately.	✓		Application Form Interview Assessment
Knowledge			
Knowledge of educational environments	✓		Application Form Interview Assessment
Knowledge of safeguarding issues	✓		Application Form Interview Assessment
Basic awareness of IT and IT skills	✓		Application Form Interview Assessment
	✓		Application Form Interview



Knowledge of capacity and consent issues including Gillick competence			Assessment
Excellent oral and written communication skills	✓		Application Form Interview Assessment
Other			
To be aware and demonstrate the Trust Values	✓		Application Form Interview Assessment
To be able to travel efficiently throughout the area	✓		Application Form Interview

