

## JOB DESCRIPTION

<b>Job Title:</b>	Enhanced Support Nurse Practitioner
<b>Pay Band:</b>	Band 6
<b>Responsible to:</b>	Enhanced Support Nurse Team Leader
<b>Accountable to:</b>	Community Service Manager, Community Specialist Learning Disability Team
<b>Base:</b>	Tekhnicon House, Braintree

### Hertfordshire Partnership University Foundation Trust

- Hertfordshire Partnership University NHS Foundation Trust (HPFT) is an exceptional organisation with big ambitions, our aim is to be the leading provider of mental health and specialist learning disability services in the country.
- With a workforce of c. 3,000 and an annual income of c. £200m, the Trust is organised across three Strategic Business Units and provides integrated health and social care services through a large network of community and inpatient settings, serving diverse communities across Hertfordshire, Norfolk, North Essex and Buckinghamshire. As a university trust, HPFT continues to develop strong links with the University of Hertfordshire providing excellent learning and development opportunities, as well as strengthening our clinical research capability.
- Whilst it is a challenging period for the NHS, there has never been a more exciting time to join HPFT following our CQC rating of Outstanding awarded to us in April 2019. We are on our “Good to Great” journey as we continue to innovate, improve, transform and ultimately deliver the very highest standards of care to the service users and communities that we serve.



### Our Services

We provide mental health and social care services - including Adults of Working Age, Older Adults, Children and Adolescents and Specialist Learning Disabilities services.

The Trust works in close partnership with Hertfordshire County Council and also with other NHS organisations to promote and support mental health in the community. We also provide specialist learning disability services in Norfolk, Buckinghamshire and North Essex.

The Trust provides:

- Community Services including local teams for mental health
- Acute and Rehabilitation Services including inpatient services and crisis team
- Specialist Services such as mental health services for older people, eating disorders, and our mother and baby unit
- Learning Disability and Forensic Services



### Our Mission

We help people of all ages live their lives to their full potential by supporting them to keep mentally and physically well. Everything we do is aimed at providing consistently high quality, joined up care, support and treatment that:

- Empowers individuals to manage their mental and physical wellbeing
- Keeps people safe from avoidable harm
- Is effective and ensures the very best clinical and individual recovery outcomes
- Provides the best possible experience

### Our Vision

Our conversations with service users, carers, staff, commissioners and the wider communities we serve have informed a simple but ambitious vision:

***“Delivering great care, achieving great outcomes - together”***

We will achieve our vision by:

- Putting the people who need our care, support and treatment at the heart of everything we do - always
- Consistently achieving the outcomes that matter to the individuals who use our services, and their families and carers, by working in partnership with them and others who support them
- Providing the very best experience of joined-up care in line with what service users and carers have told us makes ‘Great Care’

### Values and Behaviours

Our values and behaviours have been developed by over 800 service users, carers and members of staff. They describe how we aim to be with service users, carers and each other. By living our values, we will deliver our ambition to be a leading provider for everyone we work with.

	we are...	you feel...
Our Values	Welcoming	Valued as an individual
	Kind	Cared for
	Positive	Supported and included
	Respectful	Listened to and heard
	Professional	Safe and confident

### Our values set the tone for:

- The way we plan and make decisions.
- The way we behave with service users and each other.
- The kind of colleagues we recruit.
- The way we induct, appraise and develop our staff



### JOB SUMMARY

The Enhanced Support Service provides intensive support to adults with learning disabilities who are presenting challenging behaviour and / or mental health problems in the community to prevent, where possible, admission to hospital. The team acts as a gateway to the inpatient assessment and treatment service and works in close liaison with inpatient services to facilitate appropriate admission and timely discharge from services. The team provides an 8am-8pm service Monday to Friday, 9am-5pm Weekends and Bank Holidays and works with service users in a variety of health and social care settings.

The post holder will work in close collaboration with other professionals, including the wider Multi-Disciplinary Team (Nursing, Psychiatry, Psychology, Allied Health Professionals and Arts Therapies) in assessing service user's needs, devising care plans and evaluating outcomes that promote service user empowerment through the process. The post holder, with the wider Multi-Disciplinary Team will provide high quality, individualised care, which addresses the needs of the service users and meets individual health needs.

## **JOB RESPONSIBILITIES**

- Actively support people with a learning disability in a variety of settings to improve their physical, mental and emotional health. This is delivered through person-centred assessment and treatment, which will subsequently be evaluated for achievement of identified goals.
- Improve the lives of people with a learning disability by minimising the impact of their condition through the delivery of excellent services to promote recovery and wellbeing.
- Professionally accountable and responsible for patient care, undertaking a range of clinical/therapeutic interventions in hospital or patients' homes and other community settings.
- Act as lead professional or care co-ordinator as appropriate.
- Facilitate others in the team to develop competence by providing leadership, day to day supervision, clinical advice and clinical supervision to associate practitioners, healthcare assistants and students as appropriate.
- Advocate for and promote a positive image of people with a learning disability.
- Provide advice on reasonable adjustments to primary and secondary healthcare services.
- Promote the inclusion of people with learning disabilities into mainstream services, through health facilitation, education and training of key personnel.
- Ensure statutory requirements of the Mental Capacity Act and Mental Health Act are observed and applied.

## **WORKING RELATIONSHIPS**

- Develop effective working relationships with other professionals and nursing staff within the service, service users, carers and any other internal or external stakeholders.
- Enhance links with GPs and Primary/Secondary health care teams, statutory and voluntary agencies, social services and education to ensure the health needs of people with learning disabilities are met effectively and as close to home as possible.

## **COMMUNICATION REQUIREMENTS**

- Utilise effective and appropriate methods of communicate with service users, carers and other professionals.



- Chair meetings when required.
- Maintain appropriate therapeutic boundaries with service users.
- Bridge the gap between primary care and secondary care services, to enable better communication and better access to health care for people with learning disabilities.

## **CLINICAL RESPONSIBILITY**

- Work collaboratively with service users, carers and families to deliver nursing assessment and then plan, implement and evaluate identified interventions, with a view to improving physical, mental and emotional wellbeing.
- Carry out clinical nursing procedures/techniques where required, in accordance with Trust policies and procedures.
- Implement and promote evidence-based clinical processes and standards of practice across the service area.
- Promote and assist the completion of health action plans.
- Facilitate individual therapeutic sessions to achieve identified health outcomes for service users in accordance with assessed needs.
- Develop and review a range of comprehensive and evidence-based clinical risk assessments and associated care plans. Ensure these plans have meaningful service user, carer and interdisciplinary involvement throughout the process.
- Provide written reports as necessary for service user reviews.
- Ensure the administration and safe custody of drugs and medications in accordance with Trust policy and procedure, as well as NMC guidelines.
- Lead specific groups/sessions with clear objectives where identified.
- Comply with and promote the Nursing and Midwifery Council (NMC) Code of Professional Conduct

## **LEADERSHIP AND STAFF MANAGEMENT RESPONSIBILITY**

- Lead by example, promoting positivity, commitment and motivation within the wider team and those working closely with.
- Demonstrate a willingness to positively engage in quality improvement initiatives.
- Act as a role model to service users, carers and other professionals.
- Provide clinical supervision as per Trust policy.
- Support both the mentorship of student nurses and the preceptorship of newly registered nurses in accordance with the NMC and university requirements.
- Participate in the induction and training of others.

## **FINANCIAL RESPONSIBILITY**

- The post holder will have no direct financial responsibility.

## **SERVICE DEVELOPMENT AND IMPROVEMENT**

- Comply with the Trust's requirement in attending all relevant mandatory training.
- Actively participate in quality and safety improvement initiatives.
- Advise senior management on current issues and new developments with the service area field.
- Develop and deliver in-service training for nursing staff working in the service area and business unit, in



conjunction with members of the management team.

- Maintain evidence of continuing professional nurse development.
- Develop and maintain own professional profile.

## **ADDITIONAL INFORMATION:**

### **Knowledge and Skills Framework:**

The post holder will be expected to meet the requirements of the NHS Knowledge and Skills Framework (KSF) appropriate outline for the post.

### **Values and Behaviours**

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- We are **welcoming** so you feel valued as an individual
- We are **kind** so you can feel cared for
- We are **positive** so you can feel supported and included
- We are **respectful** so you can feel listened to and heard
- We are **professional** so you can feel safe and confident

### **Our values set the tone for:**

- The way we plan and make decisions.
- The way we behave with service users and each other.
- The kind of colleagues we recruit.
- The way we induct, appraise and develop our staff.

### **Equality and Diversity**

The Trust is committed to providing an environment where all staff, service users and carers enjoy equality of opportunity.

This includes recognising diversity of staff, service users and carers and not treating anyone less favourably on grounds of age, ethnic origin, religion or belief, gender, gender reassignment, culture, health status, relationship status, disability, sexuality, social background, trade union affiliation or any other unreasonable grounds.

The Trust will strive to eliminate all forms of discrimination. We recognise that this requires not only a commitment to remove discrimination, but also action through positive policies to redress the inequalities produced by past discrimination.

### **Organisational Change**

As services develop and change, the post holder may be required to undertake other responsibilities within the Trust.



## General

- Comply with the Trust's Information Governance Policies and maintain confidentiality of information at all times in line with the requirements of the Data Protection Act 1984.
- All employees have a responsibility with regards to the protection and safeguarding of both adults and children, and must adhere to national and local policies at all times.
- The Trust has adopted a Standards of Conduct Policy, which reflects NHS Management Executive Guidelines. It is the responsibility of staff to ensure that they do not abuse their official position for personal gain or seek to advantage or further private business or other interests in the course of their official duties. Staff should be informing their line manager if they are working for any other organisation to ensure that this Trust complies with the Working Time Regulations.
- Comply with the Trust's Infection Control Policies as appropriate to the role
- Comply with the Trust's Health and Safety Policy and risk management procedures and report as necessary any untoward incident or hazardous event in accordance with local procedure.

## Review:

This job description is an outline, which reflects the present requirements of the post and is not intended to be an inflexible or finite list of duties and responsibilities. As these duties and responsibilities change and develop the job description will be amended from time to time in consultation with the post holder.

## Other requirements

- The post holder may be required to undertake duties not specified in the job description, but which are commensurate with the role and/or band as required by service need.
- The post holder may be required to work in locations other than those specified in the job description as required by service need.
- The post holder may be required to work flexible hours as required by service need.
- There may be a requirement to change the job description in light of developing service needs.

## PERSON SPECIFICATION

Criteria	Essential (E) & Desirable (D) Criteria
<b>Education, Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>• Relevant Professional Registration with Nursing and Midwifery Council (NMC) or Health &amp; Care Professions Council (HCPC) (E).</li> <li>• Demonstrable commitment to ongoing training and development (E).</li> <li>• Mentorship Training (D).</li> <li>• Management Training (D).</li> <li>• Teaching or training experience (D).</li> </ul>
<b>Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of common physical, mental and emotional health needs experienced by people with a learning disability (E).</li> <li>• Experiencing of assessing, planning, implementing and evaluating nursing care according to assessed need using person-centred approaches (E).</li> <li>• Experience of working with people with learning disabilities or complex health needs (E).</li> <li>• Experience of using assessment and screening tools to support analysis and make formulations and recommendations based on this (E).</li> <li>• Working knowledge of legislation and policy relating to learning disabilities (E).</li> <li>• Experience of maintaining high standards of recordkeeping consistent with legislation, policies and procedures (E).</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Organisational and decision making skills with the ability to work efficiently and effectively within a management structure prioritising competing demands (E).</li> <li>• Competent IT skills and an ability to adapt to various systems (E).</li> <li>• Record keeping and report writing skills (E).</li> <li>• Ability to chair meetings (E).</li> <li>• Ability to deliver training to other professionals, service users and carers.</li> <li>• Skills in recognising and reflecting on barriers to effective communication, modifying communication in response (E).</li> <li>• Skill and confidence to verbally de-escalate service users who may exhibit violence and aggression, as well as using approved physical intervention techniques as necessary (E).</li> <li>• Ability to recognise own limitations as well as developing reflection skills (E).</li> <li>• Ability to positively embrace and promote change acting as a professional and positive role model (E).</li> </ul>

**Other  
Job-Related  
Requirements**

- Contribute to a culture that promotes equality and diversity, including recognising and reporting behaviour that undermines this (E).
- Physically fit and able to successfully complete a prevention and management of aggression training course as well as annual refresher training (E).
- Evidence of a positive value base in supporting people with a learning disability with their mental and physical ill health (E).
- Travel is integral to the role so a driving licence with access to a car is required (E).

To find out more about our Essex Learning Disability Partnership services, including information about our roles, working for us and useful application and interview tips, please visit: [ELDP - Essex Learning Disability Partnership \(eldp-hpftput.nhs.uk\)](http://eldp-hpftput.nhs.uk)

