



## **JOB DESCRIPTION**

**JOB TITLE:** CAMHS Specialist Nurse/ OT Bromley CAMHS Adolescent Team

**BAND:** 6

**DIRECTORATE:** Children and Young Person's Services

**HOURS OF WORK:** 37.5 hours per week

**RESPONSIBLE TO:** Adolescent Team Manager

**ACCOUNTABLE TO:** Bromley CAMHS Operational Manager

**PROFESSIONALLY ACCOUNTABLE TO:** Head of Profession (dependent on professional background)

**LIAISES WITH:** Multi-Disciplinary Team, Young people, parents and carers, partner agencies and others as required.

**BASE:** Bromley CAMHS, Stepping Stones House, and other community sites

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### **Job Summary**

The CAMHS specialist role is responsible for supporting the Adolescent team in implementing Directorate and Trust initiatives at service level and for playing a key role in monitoring and evaluating the quality of care delivered locally.

The post holder must be a good team worker and be able to lead in areas of clinical practice and development and will be responsible for working independently and managing a caseload of clients, ensuring safe and effective clinical practices.

The post holder will work within the multi-disciplinary team developing a mentalisation-based approach to working with adolescent's with complex mental health presentations. The service operates from 8am – 7pm Monday to Friday.

### **Service Description**

Bromley CAMHS Adolescent team is a mental health service for young people and families between 11-18 years of age, experiencing a broad spectrum of severe, complex, pervasive and persistent mental health difficulties. The service provides rapid assessment and treatment of young people presenting in crisis through the accident and emergency department at the local hospital. The Adolescent team is a multidisciplinary team, which includes nurses, child and adolescent psychiatrists, clinical psychologists, occupational therapists, child and adolescent psychotherapists, administrative staff, family therapists and social workers.

The team works in collaboration with multi-agency partners and this is crucial to help the young person and families achieve optimal functioning and emotional well-being. The Adolescent

team works with young people who have serious mental health problems, such as psychotic illnesses and severe and persistent self-harm.

## **Working Environment**

Working within a setting involving unavoidable frequent and direct exposure to verbal aggression and exposure to the hazard of physical aggression by clients, parents, carers and relatives. Work involves sitting in a constrained position for long periods of time in order to carry out therapeutic work.

## **KEY TASKS AND RESPONSIBILITIES:**

- To be trained and confident in the use of CYP IAPT principles, evidence based interventions and routine outcome measures.
- To care co-ordinate and manage a defined caseload of children and young people presenting with emotional health and wellbeing difficulties in schools and the community
- To co-ordinate and deliver individualised care packages / programmes for children and young people and evaluate these programmes, ensuring high standards of practice in accordance with national guidelines and trust policy.
- To provide specialist mental health advice, consultation and signposted using an outcome based triage model, to school based and community staff e.g. Health Visitors, G.P's.
- To be aware of and take a role in the CYP Directorate participation programme
- Train and mentor students and less experienced members of the discipline.
- To engage therapeutically with clients and their carers in a variety of settings as appropriate to the needs of the client and to be able to assess the risk of working in particular areas.
- To be able to plan and facilitate appropriate therapeutic intervention including group work for the specialist client group and their families and carers
- To be able to assess and manage risk in children and young people and to do this on an on-going basis within the role as care co-ordinator
- To effectively and appropriately communicate risks often under difficult, highly charged and emotional circumstances to medical staff, other professionals and families involved in the care of the client.
- To act as an autonomous practitioner with an understanding of own limitations and recognition of when to seek support.
- To contribute to overall service delivery and development, with a particular focus on the CAMHS care pathway, as required
- To work closely with the school based and community health professionals, carrying out joint assessments when appropriate.
- To implement appropriate training and education packages for parents and carers in conjunction with colleagues.
- To ensure that own practice remains within legal, ethical and professional parameters and is open to scrutiny from relevant professionals.
- To possess IT skills in order to effectively communicate in writing with colleagues, other professionals and families in accordance with trust policies e.g. writing of comprehensive report.
- To store statistical data in accordance with trust policies..
- To ensure live registration with appropriate professional body, e.g. NMC.
- Actively identify personal training needs and participate in training programmes as required and identified in PDP

- To demonstrate the ability to make appropriate decisions with regard to the confidentiality of clients and their families taking into considerations the risks to clients, self and the wider public.
- To represent CAMHS on Directorate and Trust committees as required and to be able to effectively communicate information relevant to CAMHS.
- To liaise with other colleagues in CAMHS and participate in different clinical groups in order to share best practice and discuss current and future professional and clinical developments e.g. case review meetings and professional fora
- To liaise independently and effectively with external partner agencies, co-ordinating meetings and participating in case discussions between teams involved in the care of clients.

## **MANAGEMENT RESPONSIBILITIES**

- To participate in the development and implementation of policies and procedures within own speciality and the generic service and to ensure that other professionals are aware of these
- To advise service and professional management on operational and professional issues with monthly reporting on service targets.

## **LEADERSHIP**

- To take responsibility as agreed with the line manager and the service manager for the training and personal development of junior staff

## **CLINICAL SKILLS**

- To demonstrate the ability to work as an autonomous specialist practitioner in relation to the specialist area and in clinic which will include the reading and recording of the clinical observations of each child and the ongoing assessment of the effectiveness of treatment packages.
- To carry own caseload and take responsibility for the assessment, planning and evaluation of care for clients in the specialist area.
- To demonstrate the ability to develop specialist programmes of care for the specialist client group and their families in accordance with Trust and national standards, policies and guidelines and appropriate professional codes of conduct.
- To take case management responsibilities when appropriate in clinical meetings, giving clear clinical advice with regard to assessment, Risk Assessment, formulation and treatment of identified clients.
- To recognise responsibility and act according to Trust and national guidelines in safeguarding children and adults.
- To demonstrate the ability to teach in informal and formal settings, e.g. carers at home, students on specialist placement
- To respond to the needs of clients and their carers in an honest, non-judgemental and open manner, which respects the rights of individuals and groups.
- To demonstrate a commitment to equal opportunities for all people.
- To understand the impact of social & cultural diversity on patients' and carers' needs and on their experiences of mental illness and mental health services.
- To respond to the diverse needs of the specialist client group and their carers sensitively with regard for age, developmental stage, gender, ethnicity, religion, disability and the need for their privacy and dignity
- To understand the rights of clients and carers and to assist them in exercising those rights, where appropriate.
- To have knowledge of appropriate legislation and its relevance to the specialist area

- To take responsibility for the decision to discharge clients from care when agreed treatment programmes have been completed.
- To participate in individual and group supervision with colleagues in the specialist areas.
- To offer supervision to junior staff in agreement with the CAMHS service leads.
- To ensure that documentation is up to date, clear, concise, comprehensive and complies with Trust and national record keeping standards
- To take responsibility to record own supervision in case notes or in supervision records in order to be able to reflect on the supervision process.

## COMMUNICATION SKILLS

- To demonstrate the ability to listen and engage in therapeutic practice.
- To demonstrate a high degree of competence in communicating complex information both verbally and in writing.
- The ability to speak in public and address formal and informal meetings with colleagues both internally and externally to the Trust as required.
- To demonstrate the ability to write analytical reports and present these to outside agencies.
- To demonstrate the ability to communicate therapeutically with families from a range of backgrounds.
- To effectively communicate acquired and existing knowledge in order to facilitate the client and carers' understanding of complex issues in relation to their presenting current situation and future treatment.
- To participate in the PDR process according to Trust guidelines

## TRUST MISSION AND VALUES

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care.

Our values are very important to us. They help Oxleas to be a great place to work. We want everyone who works at Oxleas to live our values and we will expect this of all our new joiners.

Our Values and Behaviours framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust Website: [Our values - Oxleas NHS Foundation Trust](#)



### On call/unsocial hours

There will be an expectation to work flexibly (on occasion and where appropriate to client/service needs).

### Confidentiality

In the course of your employment with Oxleas NHS Trust you may handle confidential personal information concerning either patients or staff which may be held by the Trust. You

must not read, discuss, disclose or pass on confidential information unless it is necessary in the pursuance of your legitimate duties.

Unauthorised disclosure of such information will be treated as a serious disciplinary matter. In addition it is important that you realise that if this confidentiality is breached, this may result in civil proceedings or a criminal prosecution.

This confidentiality must continue at all times and this agreement will continue beyond your period of employment with Oxleas NHS Trust.

The post holder will ensure compliance with the Trust's risk management policies and procedures. These describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm and stress and that all staff have a responsibility to minimise risk.

### **Infection Control**

All staff are required to be familiar with the Trusts infection control policies, and national guidance in relation to infection control. All staff whose normal duties are directly or indirectly concerned with patient care must ensure that they complete mandatory infection control training and are compliant with all measures known to be effective in reducing Healthcare Associated Infections.

### **Equality, Diversity and Human Rights**

The Post holder will treat all colleagues, service users, carers and members of the public with respect and dignity regardless of their gender, age, race, religious beliefs, religion, nationality, ethnic origin, social background, sexual orientation, marital status, disability, HIV/Aids status, criminal background and Trade Union status. The Trust has a Policy for Equality and Human Rights and it is the responsibility of all staff to ensure that this is implemented.

### **Health & Safety**

All staff must be aware of the responsibility placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients and visitors.

### **Professional and NHS Codes of Conduct**

You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the 'Code of Conduct for NHS Managers' and 'Standards of Business Conduct for NHS Staff'.

### **Safeguarding**

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

### **Financial Management and Control of Resources**

All staff are responsible for the security and the property of the Trust, avoiding loss or damage and being economical and efficient in the use of resources. Staffs are required to act in accordance with the rules and regulations as described in the Trust's Policy relating to the Financial Management and Control of Resources'.

### **Customer Care**

It is the aim of the Trust to provide patients and clients with the best possible care. All staff are required to put the patient/client first and do their utmost to meet requests and needs courteously and efficiently.

**Personal/Professional Development Planning/Mandatory Training**

All staff should have a personal development plan and in conjunction with their manager, should actively determine and pursue agreed training and development needs and opportunities. All staff are required to attend mandatory training as designated by the Trust.

**No Smoking**

Oxleas NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.

**Equal Opportunities**

The aim of the Trust's policy is to ensure that no job applicant or employee is discriminated against either directly or indirectly on the grounds of race, colour, creed, sex, marital status, disability, age, Nationality, ethnic or national origins. The Trust commits itself to promote equal opportunities and will keep under review its policies, procedures and practices to ensure that all users and providers of its services are treated according to their needs. The policy also applies to staff working within the Trust.

**Service User and Carer Involvement**

Oxleas is committed to developing effective user and carer involvement at all stages in the delivery of care. All employees are required to make positive efforts to support and promote successful user and carer participation as part of their day to day work.

**To be noted:**

This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager.

This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.

The post holder is expected to comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information.

**Terms and Conditions**

The post holder is subject to the terms and conditions of OXLEAS NHS FOUNDATION TRUST.

This Job description gives an outline of the post and is subject to review in consultation with the post holder.

**Signed by professional head**

**Signed by post holder**

Date

Date

Print Name

Print Name

**OXLEAS NHS FOUNDATION TRUST  
PERSON SPECIFICATION**

**Job Title: CAMHS Specialist Nurse/ OT – Adolescent Team- Bromley CAMHS  
Band: 6**

| Education & Qualifications   | How Tested  |
|--|---|
| <ul style="list-style-type: none"> <li>• RN Mental Health or BSc OT</li> <li>• Specialist training in a subject/skill relevant to Child &amp; Adolescent Mental Health (0-18 years) together with CYP IAPT Dip in CBT/SFP/IPT-A</li> <li>• Registration with relevant Professional body</li> </ul>   | Application form / registration documents   |
| Experience   |   |
| <ul style="list-style-type: none"> <li>• At least 2 years post registration experience in a setting where mental health is the primary focus some of which should have been in a CAMHS setting.</li> </ul>   | Application form / registration documents   |
| Skills, Ability and Knowledge  |   |
| <ul style="list-style-type: none"> <li>• Ability to assess, plan, implement and evaluate risk/care plans to meet the needs of clients.</li> <li>• Ability to work to standards for quality within the Service.</li> <li>• Ability to work as a member of a multi-disciplinary team and demonstrate awareness of MDT functioning.</li> <li>• Ability to maintain and manage own workload and work autonomously within the specialist area</li> <li>• Willingness and ability to develop specialist knowledge of clinical aspects of child &amp; adolescent mental health.</li> <li>• Ability to recognise own limits &amp; seek support re supervision as appropriate.</li> <li>• To have developed computer skills to enable input of relevant data and typing of summaries and reports etc</li> <li>• The ability to supervise, teach and develop the skills of student nurses/social workers/OT's and junior staff as appropriate</li> <li>• Excellent written &amp; verbal communication skills.</li> </ul> | <p>Interview /references</p> <p>Interview /references</p> <p>Interview</p> <p>Application /interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p> |

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|--|---|
| <ul style="list-style-type: none"> <li>• Good interpersonal skills &amp; demonstrable ability to work flexibly and respectfully with others.</li> <li>• Ability to analyse risk and respond appropriately, seeking support as necessary</li> </ul>   | Interview   |
| Effort and Environment   |   |
| <ul style="list-style-type: none"> <li>• Demonstrable ability to work under pressure and respond to emergency situations as appropriate</li> <li>• The ability to engage and work with clients in differing environments in line with the needs of the service</li> <li>• A flexible approach to client intervention and to be able to work independently and flexibly to meet client needs</li> </ul> | Application/ Interview<br><br>Application/ Interview<br><br>Application / interview |
| Other Requirements   |   |
| <ul style="list-style-type: none"> <li>• Understanding of equality of opportunity &amp; related policies &amp; procedures.</li> <li>• Knowledge of recent legislation affecting the NHS/Social Care and Education</li> <li>• Ability to demonstrate working knowledge of the Mental Health Act, Mental Capacity Act and the Children Act.</li> <li>• Flexible working</li> </ul>                       | Interview<br><br>Interview<br><br>Interview<br><br>Interview                        |