

**Job Description**

**Job Title:** Registered Mental Health Nurse

**Reports To:** Clinical Team Leader

**Responsible to** Ward Manager

**Role Summary**

Under the supervision and direction of Clinical Team Leader, is responsible for the assessment of care needs and the development, implementation and evaluation of programmes of care and with assessments.

**Main Responsibilities**

- In partnership with, and in support of the Clinical Team Leader, participate as an active multi-disciplinary team member, making an appropriate contribution to team processes through the use clinical assessment tools
- Complete factual and consistent records using a problem solving approach, which demonstrate an accurate account of treatment, care planning, delivery and evaluation for allocated patients
- In managing ward activities, ensure daily plan is followed to meets the requirements of patients and staff undertake tasks for which they have been fully briefed
- Recognise, prevent and resolve potential areas of conflict.
- Contribute to the reviews of incidents to learn lessons and share information. Ensure that post incident debriefing occurs
- Undertake return to work interviews as directed
- Act up for Clinical Team leader during absences as directed
- Abide by guidelines and hospital policies and procedures
- Contribute to the development and review of ward manual and philosophy

**Clinical and professional**

- Act as a primary nurse of care for allocated patient(s) by planning, assessing and evaluating patient programmes of care
- Prepare for and participate in ward rounds and other multi-professional meetings
- Ensure a high standard of nursing in the application of clinical nursing procedures and treatments
- Adhere to medicines management requirements including storage and administration of medicines; ensuring prescriptions and forms are in date and meet professional standards
- Ensure patients are aware of their rights and these are maintained and protected as required by legislation
- Follow all Cygnet hospitals policy, procedures and protocols

- Complete all relevant documentation for patients, staff and untoward events as directed
- Provide support for patients in all aspects of their care and treatment
- Receive supervision and attend reflective practice groups
- Understanding of all safeguarding requirements and reporting

### **Responsibility for Staff**

- Support the Senior Nurse / Senior CTL / CTL in ensuring that staff follow policies/procedures and complete 'read & sign' forms
- Ensure staff understand requirements of legislation (e.g. Mental health Act); provide explanation as required
- Ensure all patients have care plans which are reviewed as stated
- Undertake RAG reviews for Mental Health Support Workers as directed
- Provide supervision and training to Mental Health Support Workers
- Support the induction process of new staff
- Support the process of staff debrief at the end of each shift

### **Communication**

- Always act in a dignified and responsible manner with patients, visitors, and colleagues, using appropriate language and communication skills, which acknowledge cultural differences
- Communicate effectively, both in writing and verbally, with other health care professionals, disseminating information related to the delivery of care
- Refer to other health care professionals and seek guidance where there are limitations in personal knowledge, skills and competence on specific issues relating to the delivery of care
- Ensure that key information is communicated to staff and patients, utilising feedback to generate best practice solutions

### **Training**

- Act as role model for all staff in relation to security requirements
- Maintain a professional knowledge and skills base using current research and evidence based approaches to care, acting as a resource to others
- Identify personal areas for improvement and discuss with supervisor / manager
- Teach new staff (including MDT) and Mental Health Support Worker through demonstrations and explanations
- Promote and maintain good public relations by educating the public in matters relating to forensic mental health
- Ensure own and others statutory and mandatory training is maintained
- As part of personal development identify personal areas for improvement and discuss with supervisor / manager

### **Confidentiality**

- All employees of Cygnet Healthcare Ltd must not, without prior permission, disclose any information regarding patients or staff. In instances where it is known that a member of staff has communicated information to unauthorised persons, those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

**Security**

- Take all possible precautions to safeguard the welfare and safety of staff, patients, visitors and the public by implementing all policies and procedures relating to security
- Be mindful of emergency and critical incident procedures
- Participate in security audits and ensure that procedures are complied with
- Integrate relational and other security protocols with dynamic clinical practice

**Health and Safety**

- Take reasonable care for the health and safety of self and others who may be affected by acts or omissions at work
- Cooperate with any requirements and adhere to statutory or other safety regulations
- Be familiar with all fire and similar regulations including evacuation procedures and act in accordance with them in any emergency situation
- Ensure that all working practices and procedures comply with statutory regulation, codes of practice and safety guidance in force
- Ensure that environmental risk assessments are developed and reviewed out in order to identify and minimise actual or potential risks
- Ensure that all emergency equipment is checked
- Ensure staff comply with accident / incident and health & safety

The above duties are neither exclusive nor exhaustive and the post holder may be required to undertake duties as directed by the Registered Manager that are within the competence of the post holder and compatible with the expectations of the post.

I confirm receipt and acceptance of this job description

Signed ..... Name

(print).....

Date .....

## Person Specification

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualifications</b>	Registered Nurse, Mental Health and/or Learning Disabilities	<ul style="list-style-type: none"> <li>Evidence of current CPD / formal post registration education</li> </ul>
<b>Qualities</b>	<ul style="list-style-type: none"> <li>Good attendance record</li> <li>Ability to undertake duties and training relevant to role</li> </ul>	<ul style="list-style-type: none"> <li>Motivated</li> <li>Flexible</li> <li>Enjoys team working</li> </ul>
<b>Special Aptitudes</b>	<ul style="list-style-type: none"> <li>Ability to deliver and delegate tasks.</li> <li>Able to demonstrate effective inter-personal/communication skills</li> <li>Evidence of good time management skills</li> <li>Work within the culture of improving working lives</li> <li>Ability to demonstrate ethical values and attitudes within a culture of equality and diversity</li> <li>Ability to recognise and respond to behaviour that challenges.</li> <li>Ability to facilitate therapeutic and recreational groups and activities</li> </ul>	<ul style="list-style-type: none"> <li>Awareness of leadership/management skills and qualities</li> </ul>
<b>General requirements</b>	<ul style="list-style-type: none"> <li>A broad understanding of relevant policy, legislation drivers and their application to clinical and service area, e.g. Mental Capacity Act</li> <li>An understanding of relevant clinical practice/standards within identified clinical area</li> <li>Good IT skills</li> </ul>	<ul style="list-style-type: none"> <li>Ability to manage daily operations and maintain a safe working environment</li> <li>Working knowledge of policies and procedures</li> <li>Ability to accept new ways of working and assist others manage change</li> </ul>