**CYGNET HOSPITAL MAIDSTONE**

**Title: Registered Mental Health Nurse**

**Hours of work: 38.5 hours per week**

**Responsible to:** Ward Manager

**Purpose & Job Summary**

Will take professional responsibility as a named nurse for the risk assessment, planning, implementation and evaluation of care needs for service users.

* Will work within their NMC code of conduct
* Work as part of the Multi-Disciplinary Team support implementation of the treatments & therapy as per the service user’s care plans, meeting the physical & emotional needs of the service users in a caring and empathic manner.
* Take a leading role in monitoring & maintaining physical wellbeing.
* Work flexibly regarding shift and ward changes according to the needs of the hospital.
* Affectively record and communicate information relating to service users
* Affectively lead and manage a shift delegate and supporting HCAs and students
* Aware of the Cygnet values & behaviours and use them to provide a framework for your daily working.
* Undertake any reasonable request within own competencies and understanding.
* Follow Cygnet Health Care Policy and Procedures and maintain level of service, which meets the standard for the hospital

**Main Duties and Responsibilities**

**The post holder will:**

* Act as a named nurse, assess, plan, implement and evaluate care planning & risk assessment with service user on admission and at appropriate intervals
* Ensure all interventions are documented clearly and comprehensively.
* Communicate with other members of the multi d team to effectively utilise resources to help meet identified service users’ needs
* Ensure the correct administering & documentation of medicines in accordance with the Company Policy, legal requirements and NMC standards for medicines management
* Collaborate with other members of the Multi-Disciplinary team in ensuring a safe environment is maintained for Service Users and staff.
* Contribute to the prevention & management of abusive, aggressive and challenging behaviour in line with least Restrictive practice
* Participate in supervision, annual appraisal and competency assessments in order to reflect on and develop own practice.
* Maintain PIN via the revalidation process
* Ensure that the requirements of the Mental Health Act 1983 are known, understood and adhered to, including section 17 leave
* Promote & ensure the good reputation of the hospital. To act as a positive role model, maintaining professionalism & to demonstrate a positive attitude to service users, their families, visitor and others.
* Report and document any incident and escalate in line with Incident policy.
* Actively participate in reviewing and learning from incidents at the hospital
* Be aware of and work within Safeguarding Adults and Children policies, be able to recognise the signs of abuse and report and document concerns to ward manager and MDT.
* Contribute to the management of the ward by working collaboratively with colleagues and developing and maintaining professional working relationships.
* Competently and confidently present & discuss information regarding service user’s care and treatment at ward round.
* Competently and confidently write and present information regarding service users care and treatment at CPA, mental health act tribunals & hospital managers hearings
* Aware of budgetary considerations which may impact on service user care
* Ensure that the service user’s rights and dignity are maintained at all times.
* Understand how to escalate concerns regards care and treatment and how the whistleblowing policy complements this.
* Escorting service users to various destinations as required.
* Willing and helpful to support and provide cover to other wards at short notice under direction of senior staff.
* Ensure high levels of hygiene and infection control systems are maintained.
* Ensure your own actions reduce risks to health & safety
* Maintain service user, staff and organisation confidentiality at all times
* Take responsibility for attending all statutory and mandatory training as stipulated.

*This job description is not an exhaustive list of duties but it is intended to give an indication of the type of work to be undertaken. It will be subject to review at such times as IPDR meetings. Any amendments will be made in consultation with the post holder*

**SUPPORTING INFORMATION**

**Confidentiality**

In the course of your employment with Cygnet Hospital Maidstone ealthHealth you may handle confidential information. Unless it is necessary in the pursuance of your legitimate duties, confidential personal information concerning either patients or staff which may be held by the Company must not read, discuss, disclose or passed on. 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 Cygnet Hospital Maidstone.

**Health and Safety**

You are required to make positive efforts to maintain your own personal safety and that of others by taking reasonable care, carrying out requirements of the law and following recognised codes of practice. You are also required to be aware of and comply with Cygnet’s policies on health and safety, etc.

**Equal Opportunities**

The aim of Cygnet’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 company commits itself to promote equal opportunities and will keep under review its policies, procedures and practices to ensure that all users and provides of its services are treated according to their needs. The policy also applies to staff working within Cygnet Health Care.

**Service User and Carer Involvement**

Cygnet 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.

**Personal Development**

Your development will be assessed using the Cygnet’s corporate appraisal process. You will have the opportunity to discuss your development needs with your manager on an annual basis, with regular reviews.

**Terms and Conditions**

The post holder is subject to the terms and conditions of Cygnet Health Care.

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

# PERSON SPECIFICATION

**Job Title: Registered Mental Health Nurse**

**Location: Cygnet Hospital Maidstone**

**Person Specification**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| **ATTRIBUTES** | **ESSENTIAL** |  | **DESIRABLE** | **HOW ASSESSED** |
| **QUALIFICATIONS** | R.M.N. or equivalent | Mentor Preparation Course/ENB | Application form |
|  |  | 998 or equivalent |  |
|  |  |  |  | Production of valid |
|  |  | Evidence of post qualification | certificates |
|  |  | personal and practice |  |
|  |  | development |  |
|  |  |  |  |
| **EDUCATION/TRAINING** | Evidence of Continuous | Experience with working with | Application form |
|  | Professional Development | patients detained under the |  |
|  |  | MHA 1983 (Amended 2007) | References |
|  | Evidence of recent practice. |  |  |  |
|  |  | Experience in | Interview |
|  | Safeguarding Adults and | managing/coordinating shifts |  |
|  | Children Awareness Training | on a day to day basis |  |
|  |  |  |  |
| **KNOWLEDGE/EXPERIENCE** | Knowledge and experience in | Experience of being a named | Application form |
|  | working with patients detained | nurse |  |  |
|  | under the MHA 1983 (Amended |  |  | Interview/Assessment |
|  | 2007) |  |  |  |
|  |  |  |  | References |
|  |  |  |  |  |
|  | Ability to assess, deliver and |  |  |  |
|  | evaluate quality care |  |  |  |
|  | Ability to work within company |  |  |  |
|  | policies and NMC code of |  |  |  |
|  | Conduct |  |  |
|  | Ability to demonstrate team |  |  |
|  | working. |  |  |
|  | Ability to work collaboratively |  |  |
|  | with service users and their |  |  |
|  | family/carers to communicate |  |  |
|  | effectively and negotiate best |  |  |
|  | outcomes. |  |  |
|  | Ability to participate in multi- |  |  |
|  | disciplinary meetings. |  |  |
|  | Ability to deal sensitively with |  |  |
|  | difficult situations and to |  |  |
|  | manage conflict when it arises. |  |  |
|  | Ability to safely manage service |  |  |
|  | users with common physical |  |  |
|  | conditions such as diabetes, |  |  |
|  | asthma, etc |  |  |
| **PRACTICAL AND INTELLECTUAL** | Experience of de-escalation | Experience of using Cygnet | Interview/Assessment |
| **SKILLS** | with service users | Health Care’s electronic systems |  |
|  |  |  | References |
|  | Ability to be confident and | Experience of writing reports |  |
|  | assertive |  |  |
|  | Good IT skills |  |  |
|  | Good written and verbal |  |  |
|  | communication skills. Able to |  |  |
|  | communicate with all |  |  |
|  | stakeholders showing ability to |  |  |
|  | share information where therecould be barriers to |  |  |
|  | understanding. |  |  |
|  | Experience of problem solving |  |  |
|  | and decision making skills |  |  |
|  | Professional phone manner |  |  |
|  | Able to plan and organise a |  |  |
|  | shift and lead a team of junior |  |  |
|  | nurses and healthcare support |  |  |
|  | workers |  |  |
|  |  |  |  |
| **ANALYTICAL AND JUDGEMENT** | Ability to use clinical nursing |  | Interview |
| **SKILLS** | assessment skills to make |  |  |
|  | decisions on the ward. |  |  |
|  | Able to develop relationships |  |  |
|  | with other members of the MDT |  |  |
|  |  |  |  |
| **TRAINING AND EDUCATION** | Willingness to work towards |  | Application form |
|  | professional and performance |  | Interview |
|  | objectives (through appraisal |  | Reference |
|  | and objective setting) |  |  |
|  |  |  |  |
| **CIRCUMSTANCES/PERSONAL** | Demonstrate evidence of | Clean Driving License | Occupational Health |
|  | Cygnet Health Care Values |  | Interview |
|  | An ability to fulfil all contractual |  | References |
|  | requirements with 24 hour |  |  |
|  | rotational shift pattern |  | DBS Enhanced checking |
|  |  |  | including appropriate ISA |
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| --- | --- | --- | --- |
|  | To participate In an |  | Barred List |
|  | occupational Health |  |  |
|  | Be deemed as medically fit for |  |  |
|  | the role |  |  |
|  | Must undertake and pass full |  |  |
|  | PMVA training course |  |  |
|  | To be punctual, flexible and |  |  |
|  | reliable, |  |  |

Signed Employee ……………………………..

Date: ........................................................