

Job Description

Section/Service: Adult, Children and Health Services	Department: Windsor Ascot & Maidenhead Community Mental Health Team CMHT
Job Title: Approved Mental Health Professional, Social Worker (AMHP)	Position Number: OPT000213

Service

Windsor Ascot & Maidenhead Community Mental Health Team (CMHT) is multi-disciplinary and multi-agency team providing services within Windsor Ascot & Maidenhead for the local population who require secondary mental health services. It is a joint NHS and Local Authority service which aims to provide a comprehensive range of resources that people with enduring and serious mental ill health can use so that they can lead as fulfilled a life as possible.

Objectives of the Service

- To provide biological, psychological and social care based treatment, founded on the best available evidence, within a framework which promotes recovery.
- To achieve timely and easy access to services by the provision of comprehensive assessment processes.
- To provide a degree of individualised care using the care programme approach (CPA) and Wellness Recover Action Plans (WRAP) or Recovery Star.
- To engage with and support carers and family members through education, practical support and therapy.
- To promote mental and physical health and well-being.
- To prevent Suicide.
- To address issues of stigma and health in-equality.
- To ensure good practice in the delivery of statutory responsibilities under the Mental Health Act (2007) and the Care Act (2014).
- To work closely with primary care agencies in giving advice, accepting referrals and supporting primary care with consultations post-discharge from secondary services.
- To provide an in-reach and on-going care co-ordination to people who are admitted into hospital.

Primary Purpose of Role

To carry out the duties of an Approved Mental Health Professional on behalf of the Royal Borough of Windsor and Maidenhead.

To work as a social supervisor of service-users subject to Sections 37/41, Mental Health Act.

To deal with adult safeguarding enquiries and act as investigator.

To act as care manager/care coordinator within adult mental health as part of a recovery focussed multi-disciplinary community team.

The role will include core elements of complex needs assessment and care planning, risk assessment and management and the co-ordination of care packages including packages commissioned for the third sector.

To develop partnership working focussing on user and carer involvement

To undertake all statutory duties under the Mental Health Act by contributing to the ASW/AMHP service.

Main Duties and Responsibilities

Management/Supervision Supervise & Approved Mental Health Practitioners on a 1:1 basis and as a group on a monthly basis.

Budgets Responsible for checking SAQ & Support Plans, requesting funding for placements.

Other resources n/a

Contacts Locality & Services Managers across both Optails & Health.

Strategy/Policies/Procedures To ensure all RBWM/ OPTALIS & Partner Organisations policies & procedures are carried out appropriately. The post holder will work in the context of relevant legislation and OPTALIS/RBWM/Health Trust policy and procedures, including an established care programme approach protocol, risk management system and service eligibility criteria. The Windsor & Maidenhead Community Mental Health Team is an integrated Team with a single manager.

Decision-making To ensure Clinical, Professional and Managerial decisions concerning service users and direct reports.

Be responsible for the effective delivery and quality of care standards for a sub-division of service or for the delivery of specialist services across the organisational and geographical area.

To maintain and develop relationships with professionals external to the area of service, service users and their significant others (where appropriate) within area of service/specialism.

To be able to assess, interpret and diagnose and implement treatment of service user conditions, developing, planning, implementing and evaluating specialist packages of care, including the involvement of multi-agency input around the service user's needs.

To provide effective analysis of a range of complex facts and situations, inputting and establishing the application of evidenced based formulation and options of care that can be negotiated with the service users.

Make appropriate judgments from a range of options to best improve the opportunity of the service user's recovery and which mitigates risk to themselves or others.

To formulate and design interventions as part of the service users care plan, ensuring that clinical policies and procedures are followed correctly and risk inherent in any procedures are minimised.

To ensure services are delivered in a manner that is appropriate, relevant and respectful to all community members, recognising the diversity of ethnicity, culture, belief, privilege and capacity of service users and carers.

To provide specialist advice to other members of the service and agencies on the particular needs of service users.

The post holder is expected to lead by example in adopting the principles of the Care

Programme Approach (CPA) and ensure their team works within the framework when assessing, planning and co-ordinating the care and medical treatment that a person requires.

To assess (or arrange assessment of) the full range of client needs with a view to providing appropriate services to support clients living in the community. The co-ordination of the multi-disciplinary assessment and management of risk will be a key feature of the role.

To involve carer's and significant other family members in the assessment and care planning process and take into account their needs as well as those of the client.

To identify with the clinical team and other relevant professionals the level of resources, which will be required and available for each client.

To carry a defined caseload of clients who need a secondary mental health service. Within the framework of the care programme approach act as care co-ordinator providing advice, therapeutic support, treatment and professional liaison according to the individual needs of clients and carers as appropriately defined within the care plan.

To undertake statutory duties as an AMHP under the Mental Health Act.

To undertake financial and other assessments as required and to develop direct payments within mental health services

To negotiate the delivery of other appropriate services with providers in accordance with service level agreements and block contracts etc, paying due regard to statutory responsibilities.

To develop close working partnerships with a range of local statutory and voluntary agencies in order to facilitate social inclusion and recovery for clients.

To monitor the progress of the written care plan within a multi-disciplinary setting, reviewing objectives and expectations as required. This should take account of the client's view and needs, ensure cost effectiveness in relation to the quality of the service delivery.

To participate in other activities which would benefit from the application of professional skills e.g. working parties, special service developments, policy formulation, group work, special interest groups and community development work.

Depending on experience and competence, to contribute the development of practice and training.

To maintain professional case records and to fulfil team procedures and statutory duties commensurate with national and team guidelines and standards.

To comply with data entry requirements for both health and social care services

To maintain professional registration and statutory training

To attend and participate in regular managerial and professional supervision.

To participate in a holistic approach to care including Recovery Star, WRAP and Physical Health checks.

To undertake investigations and prepare reports for panels, case conferences and courts as required.

To carry out other task as are commensurate with the post.

Mental demands To manage Staff and Own stress often in difficult and demanding circumstances.

Physical demands Walking, Driving, attending service user's homes and other RBWM/NHS/OPTALIS premises.

Emotional demands Can be emotionally challenging.

Location/working environment 4th Floor, Nicholson House, Maidenhead & other RBWM Properties.

The post is based within the Adult CMHT in Nicholson's House, Maidenhead.

This is a post with statutory responsibilities. It can be very stressful, physically and emotionally demanding. Failure to deliver the service properly could result in non-recognition and intervention with appropriate support to service users identified as eligible for a service suffering from deprivation and worst case scenario of death of a service user.

Person Specification

D – Desirable, E- Essential

Qualifications/Education/Training:	D/E
Degree in Social work / CQSW / DipSw, or Equivalent	
Approved Mental Health Professional (AMHP) status and a willingness to undertake mandatory AMHP refresher training.	E
Current registration with HCPC	E
Demonstration of post-qualification professional development.	D
Experience Skills and Abilities	

Ability to represent the Optalis/RBWM at a multi-agency level, in planning and reviewing the service development.	E
Understanding of Safeguarding protocols and the protection of vulnerable adults.	E
Competent to deliver a care management processes.	E
Knowledge of relevant legalisation.	E
Ability to work in a facilitative way with service users and carers, ensuring they have a sense of control of the process and decisions.	E
Ability to challenge service users & carers where the thinking will not result in a Support Plan that is fit for purpose.	E
Ability to participate in a range of meetings if required.	E
IT Skills – competent in use of Microsoft Outlook and Word.	E
Ability to learn to utilise the electronic work load management and information system i.e. PARIS & RIO.	E
Good management skills, including ability to manage own workload.	E
Good communication skills, both oral and written to include report writing.	E
Ability to problem solves casework for self and with support.	E
Ability to organise own workload and work confidentially under pressure and meet deadlines.	E
Committed to working co-operatively as park of Community Mental Health Team, to provide a high level of service.	E
Have the capacity to reflect critically on own practice and utilise supervision effectively.	E
Must be able to work in non-discriminatory way and promoting equality and respecting diversity.	E
Have ability to communicate in a language spoken by any one of the minority groups resident in the area.	D
Experience of working in a health or social care environment.	E
Personal Qualities	
Takes responsibility	E

Is approachable and helpful when dealing with customers	E
Acts with honesty, integrity and discretion. Takes ownership for and resolving customer queries.	E
Displays drive and energy to achieve results:	E
Contributes to effective teamwork:	E
Communicates proactively to achieve shared outcomes	E
Understands and supports others	E
Deals and copes with change	E
Recognises and manages pressure	E
Deals with ambiguity	E
Other	
Must have a full current driving licence and have daily use of a car.	E

Optalis Company Core Values;

Customer Service

We listen to our customers and offer genuine choice tailored to their individual needs.

Our customers are at the heart of everything we do.

Respect

We respect equality, diversity, and the beliefs and dignity of all our customers and staff.

Transparency and Integrity

We will inspire confidence and trust by operating an open, accountable and transparent culture across all levels of the company.

Communication

We ensure two-way communication with our customers and staff; providing clear, accurate information.

Continuous Development

We embrace and drive forward positive change within the organisation.

Enjoyable and Rewarding

We place emphasis on staff satisfaction and will create an environment which offers opportunity for personal and professional growth.