

JOB DESCRIPTION AND PERSON SPECIFICATION FOR:	CAMHS LDT Positive Behaviour Support practitioner
AGENDA FOR CHANGE BAND:	6
HOURS AND DURATION;	As specified in the job advertisement and the Contract of Employment
AGENDA FOR CHANGE REFERENCE NUMBER:	JD 3032
DBS LEVEL:	Enhanced DBS with Both Barred Lists Check
REPORTS TO:	PBS Lead - CAMHS LDT
ACCOUNTABLE TO:	Senior Matron / Team Leader CAMHS LDT
LOCATION:	The post holder will initially be based at the location specified in the job advertisement and the Contract of Employment. However, the Trust reserves the right, with consultation, to relocate post holders to any base within the Trust in line with service requirements.
JOB SUMMARY:	
<p>To contribute to care quality, performance, and clinical activity by demonstrating leadership behaviours', specialist advice and management in the area of Positive Behaviour Support (PBS) in relation to the key dimensions of health care quality:</p> <ul style="list-style-type: none"> •Patient safety • The effectiveness of all health care interventions • Patient experience • The environment in which care is delivered. <p>To demonstrate the values of a PBS approach using evidence based best practice when working with patients within the service and their families, who are experiencing mental health difficulties, Neuro developmental diagnoses and/or have Mild Intellectual (learning) developmental disabilities and who are exhibiting behavioural needs, to ensure individuals receive a holistic, person centred service with an emphasis on the prevention of the behaviours' of concern and improved quality of life.</p> <p>To actively contribute to the review, maintenance, and effective delivery of the PBS pathway to ensure a quality service that meets the needs of patients and their families/carers in conjunction with the team PBS lead. To be able to carry out comprehensive functional assessment for individuals with complex needs using a PBS approach, leading on the synthesis of assessment outcomes and the development of positive behaviour support plans to improve individual outcomes.</p> <p>To provide specialist advice, guidance and support to clinicians' across the service, parents and non-professional carers in relation to positive behaviour support in line with the PBS pathway.</p> <p>Oversee the implementation and evaluation of PBS plans and support CYP, families, carers</p>	

and staff to implement a variety of positive behavioural interventions with varying levels of complexity.

To foster a culture of networking in an open and transparent approach with internal and external partnership's and between all stakeholders.

MAIN DUTIES AND RESPONSIBILITIES:

To demonstrate the Trust's values and leadership behaviours in everything you do in the work environment and live up to the LPT pledge.

DELIVERY OF EFFECTIVE HEALTHCARE WITHIN THE ORGANISATION

To provide assessment and care within the PBS framework, for allocated cases within the service. Attending MDT and multiagency meetings as required.

To provide advice, education support and information to colleagues, patients and their families/ carers in the field of PBS, delivering training in these approaches.

To involve patients and carers in the ongoing planning, and delivery of care.

To assist the planning, development, reviewing, and delivery of the PBS training offered by the service.

Establish and maintain effective communication with patients and relatives / carers.

Recognise, prioritise, and respond appropriately to urgent and emergency situations.

Work collaboratively and ensure maintenance of effective partnership communication and within the CAMHS Outpatient team, other professionals, agencies and stakeholders to ensure needs are met in relation to care input, support for ongoing care needs and safe discharge.

To ensure fully accurate, complete and contemptuous records are written and maintained in accordance with agreed policy.

CONTINUING EDUCATION, PROFESSIONAL AND PERSONAL DEVELOPMENT

Undertake the Trust's corporate and local induction and maintain your learning and compliance with training requirements within your role.

Ensure own compliance and compliance of others to mandatory training, professional code of practice and be accountable for own professional practice.

Actively participate in clinical supervision.

Responsible for maintaining own and others up to date evidence-based skills, knowledge, and competence for the role requirements.

Act as a clinical resource, mentor / assessor / supervisor / preceptor of learners and facilitator of staff as required in your field of expertise.

Work collaboratively with the CAMHS LD / Outpatient teams to ensure that education and development opportunities are provided for the team to enable staff to be both competent and confident to perform PBS activity safely.

To ensure student learners on clinical placement are appropriately supervised, assessed

and have an effective learning experience.

CLINICAL GOVERNANCE, RISK REDUCTION, AUDIT AND RESEARCH

Ensure that the delivery of care to patients meets the standards required by regulating bodies and within Trust policy and guidelines.

Contribute to the development of Trust policies, procedures and clinical guidelines and ensures compliance of self and others.

Share responsibility with the team lead to ensure that the highest standards of infection prevention and control are always practiced.

Contribute to setting, maintaining, and monitoring of standards of care to the optimum level and lead the improvement of care, through benchmarking, audit and research.

Take due regard to the importance of the effect and consequence of the care environment regarding its physical, psychological and social effects on patients and care delivery.

Promote, develop, and implement patient and public involvement activities in the service area, leading to service improvement.

Act at all times to provide personalised service to patients in accordance with agreed standards and promote quality, diversity and rights.

Ensure that you always practice in accordance with your regulatory body Lead and ensure the promotion of patient dignity, equality, diversity, and human rights.

Maintains own and ensure others maintain professional boundaries and appropriately declare any conflict of interest.

MANAGEMENT AND USE OF RESOURCES AND INFORMATION

Ensure effective and efficient use of physical and financial resources.

Ensure confidentiality is always maintained Use health related information only for the purposes of what it is intended for and in accordance with the Data Protection Act.

Adhere to the Trust policy in booking and taking annual leave, time owing to always enable adequate levels of cover.

To participate in the recruitment and selection of staff, assessing skill mix needed, undertaking relevant documentation, and chairing of the recruitment panel.

To manage issues and concerns related to staff performance and conduct in line with Trust policies and procedures.

MAINTAINING A SAFE ENVIRONMENT AND QUALITY

Take responsibility for maintaining own and others Health & Safety and Security.

Ensure own actions and others assist with maintaining best practice and regulatory standards.

Ensure that you and others act as appropriate, report in line with the Trust Incident

Reporting Policy, escalate any concerns regarding patient safety and clinical risk to line manager.

Contribute to monitoring, reviewing and action incidents, mitigating further risk, identifying themes and trends and ensuring lessons learnt are embedded into practice.

Ensure self and others carry out duties in accordance with the Health and Safety at Work Act 1971.

Ensure self and others handle patient goods in ways that promote the health of the patient and care team and are consistent with legislation.

Ensure self and others are responsible for the maintenance of clean and safe environment adhering to infection control policies procedures and best practice.

Ensure self and others assist and maintain safe and hazard free area of work.

Actively participate in the development, implementation and delivery of new ways of working, implementing research-based practice and promote ongoing care improvement.

To participate in and cooperate with concerns, complaints, LeDeR reviews and investigations as required.

•

ESTABLISHING EFFECTIVE LEADERSHIP AND COMMUNICATION

Act as a role model to all staff, patients' carers and the public at all times.

Supervise the performance standards of team members when delegated by the senior nurse/PBS lead. Maximise use of clinical and staff resources, implementing best practice in patient pathway, admission, and discharge arrangements.

Maintain efficient and effective communication on issues related to patient care, caseload, and organisational management.

Participate in staff recruitment and selection processes and wider recruitment and retention strategies. Act in a professional manner and ensure self and colleagues always adhere to the LPT uniform policy.

1.1.

COMMUNICATION AND WORKING RELATIONSHIPS:

To communicate complex and sensitive patient information where there is a requirement for tact, persuasion and there may be barriers to understanding.

The wider multidisciplinary team: and any other agency/ stakeholders / partnerships involved in the care of the patient.

To ensure the development and articulation of best practice in PBS within the service area and across the wider CAMHS services.

To effectively communicate with the multi-disciplinary members of the CAMHS LD team, wider CAMHS and FYPC/LDA as required.

To effectively communicate with CYP, families, carers and others as appropriate verbally and written.

To maintain effective communication with other services within Leicester, Leicestershire and Rutland To attend and actively participate in the CPA and Care, Education and Treatment review (CETR) processes as per to the transforming care agenda to ensure appropriate care received and enable avoidance of unnecessary inpatient admissions.

ENVIRONMENTAL FACTORS:

Physical Effort

- a. The provision of training may require long periods of standing and the transportation of equipment
- b. When undertaking training or direct clinical work driving may be required which can be for up to an hour or more due to geographical area covered
- c. Due to behaviours that may be presented when working directly with CYP the training in and use of safety intervention and disengagement skills is required
- d. Training in and use of HIGH risk safety intervention safe holding skills is required for this post and must be updated annually due to the high risks presented.

Mental Effort

- a. When undertaking observations and assessments this may require prolonged periods of concentration for an hour or more. At times of urgent need observations will need to be undertaken for several hours at a time to gather all information in a timely manner.
- b. The collation of information and writing of reports and management plans will require prolonged periods of concentration of several hours.
- c. The provision of training and presentations / leading of workshops will require periods of concentration and discussion of 1-3 hours
- d. The provision of clinical mentoring and supervision to other staff is essential due to it needing to be timely the post holder may be interrupted at times.
- e. The post holder will be involved in evaluating the performance of staff and students and to undertake appropriate measures when targets not met.

Emotional Effort

- a. When working directly with CYP the post holder may be subject to severe verbal and physical abuse from the individual
- b. When meeting with parents / carers the post holder may be subject to hostility at times of high stress for parents / carers including verbal hostility.
- c. When working with parents individually or in groups the post holder will be told information that could be of a highly distressing nature including those pertaining to child safeguarding procedures requiring be initiating and participating in.
- d. The post holder may be informed / discover information that relates to the direct safety and wellbeing of the CYP and may need to undertake urgent child protection procedures.
- e. When line managing staff the post holder may have to undertake procedures regarding professional conduct / ability including disciplinary procedures.

Working Conditions

The post holder will be based at Rothesay, CAMHS LDT, London Road, Leicester, however they will be expected to undertake work on an outpatient basis within various settings including home, school, respite and community settings.

- a. The post holder may have to undertake work within unsuitable environments of which

they cannot alter; this may include the family home where many unknown hazards can be encountered.

b. The post holder may have to undertake appointments outside of Rothesay in an area which may pose additional risks of potential harm to the post holder and potential for damage to their property (car).

c. When working directly with CYP the post holder may be subject to contact with bodily fluids, head lice, unclean environments, unsafe environments which are not known until the time of the appointment

d. There is a continued need to utilise the use of meetings and assessments via IT systems such as Microsoft teams

The job description is not exhaustive and will be reviewed in the light of changing needs and organisational development. Any changes will be discussed with the post holder who may be required to carry out the duties appropriate to the grade and scope of the post.

ADDITIONAL INFORMATION:

The NHS is in a period of continuing change due to developments and rationalisation of services. This will lead to a modification of structures and job descriptions. The post holder will be expected to co-operate with changes, subject to consultation, at any time throughout the duration of their contract.

MOBILITY:

The person specification for the role will detail the mobility requirements of the post. However, employees may be required to work at any of the other sites within the organisation subject to consultation.

POLICIES AND PROCEDURES:

All staff should comply with the Trust's Policies and Procedures. It is the employee's responsibility to ensure that they are aware of the relevant Policies and Procedures for their area of work. Key Policies and Procedures will be explained as part of local induction arrangements

SAFEGUARDING CHILDREN AND ADULTS:

The Trust takes the issues of Safeguarding Children and Adults and addressing domestic violence very seriously. All employees have a responsibility to support the Trust in its duties by adhering to all relevant national and local policies, procedures, practice guidance and professional codes; promptly reporting any concerns to the appropriate authority in line with safeguarding policy and guidance; attending mandatory training on Safeguarding children and adults; being familiar with individual and the Trust's requirements under relevant legislation.

MENTAL CAPACITY ACT:

All clinical staff will be aware of their responsibilities under the Mental capacity Act and will ensure that assessment for Deprivation of Liberty Safeguards is in place for any patient that is deemed to lack capacity to consent to their care and treatment.

MAKING EVERY CONTACT COUNT:

All staff are positively encouraged to contribute to improving health for themselves, their patients, service users and colleagues. This happens when, in everyday contact, the opportunity is taken to

raise the subject of choosing better health by stopping smoking, reducing alcohol intake, eating more healthily and becoming more active. The Trust's Making Every Contact Count programme has further information.

HEALTH AND SAFETY:

It is the duty of all employees of the Trust to ensure that a safe working environment and safe working practices are maintained at all times. Any specific duties you are required to fulfil as part of the job you are employed to undertake will be detailed as part of your job description.

All employees must comply with the duties imposed on them by the Health and Safety at Work Act 1974, i.e.

- To take responsibility for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.
- To co-operate with their employer as far as is necessary to meet the requirement of the legislation.
- Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health and safety or welfare

These duties apply to all staff whenever and wherever they are engaged on Trust business.

DATA PROTECTION:

In line with national legislation, and the Trust's policies, you must process all personal data fairly and lawfully, for the specific purpose(s) it was obtained and not disclosed in any way incompatible with such purpose(s) or to any unauthorised persons or organisations, unless a lawful exemption applies.

The post holder must be familiar with and comply with all Trust Policies on Data Protection, Confidentiality and Information Security and requests for personal information.

The post holder must be familiar with and comply with the Eight Data Protection Principles contained within the Data Protection Act 1998.

Personal Data must be:

- Processed fairly and lawfully
- Processed for specified purposes
- Adequate, relevant and not excessive
- Accurate and kept up-to-date
- Not kept for longer than necessary
- Processed in accordance with the rights of data subjects
- Protected by appropriate security
- Not transferred outside the EEA without adequate protection

CONFIDENTIALITY:

The Trust attaches the greatest importance to patient confidentiality and to the confidentiality of personal health data, personal data and other data held and processed by the Trust. All data should be treated as confidential and should only be disclosed on a need-to-know basis.

Some data may be especially sensitive and is the subject of a specific organisation policy,

including information relating to the diagnosis, treatment and/or care of patients and service users, as well as individual staff records. Under no circumstances should any data be divulged or passed on to any third party who is not specifically authorised to receive such data. In addition, staff must not access personal information unless authorised to do so as part of their role.

Due to the importance that the organisation attaches to confidentiality, disciplinary action will be considered for any breach of confidentiality. All members of staff are expected to comply with national legislation and local policy in respect of confidentiality and data protection.

With the increased use of information technology and e-communications, staff should also be aware that safeguards are in place to protect the privacy of individuals when using these mechanisms, both inside and outside of work. This includes the use of social media i.e. Facebook, Twitter, Snapchat etc. Where privacy is breached disciplinary action will be considered.

All employees should be mindful of the seven Caldicott principles when dealing with person identifiable information.

1. Justify the purposes of using confidential information
2. Only use it when absolutely necessary
3. Use the minimum that is required
4. Access should be on a strict need to know basis
5. Everyone must understand his or her responsibilities
6. Understand and comply with the law
7. The duty to share information can be as important as the duty to protect patient confidentiality

If there is any doubt whether or not someone has legitimate access to information, always check before you disclose.

EQUALITY AND DIVERSITY:

We aim to design and provide services and employment practices that meet the diverse needs of our service users and staff, ensuring that none are placed at a disadvantage over others. You will be expected to take into account the provisions of the Equality Act 2010 to advancing equal opportunity. You must act in your role to ensure that no one receives less favourable treatment due to their protected characteristics i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (gender) or sexual orientation.

In carrying out its functions, you must have due regard to the different needs of different protected equality groups in their area.

INFECTION CONTROL:

All employees have a responsibility to protect from infection themselves and other people, whether they be patients, other staff or visitors, as well as making all reasonable effort to reduce or prevent the risk of infection in their working environment. All staff have a duty to make themselves familiar with and comply with Infection Prevention and Control Policies and Procedures, carry out duties required by legislation such as the Health and social care Act 2008 (updated 2015) (and subsequent legislation), and to attend mandatory training relating to infection prevention and control.

COUNTER FRAUD:

Staff are expected to report any incidences of potential fraud to the Counter Fraud Helpline on 0800 028 40 60.

SMOKING AT WORK:

The Trust has a “Smoke Free Policy”, which applies to:

- All persons present in or on any of the Trust grounds and premises
- All persons travelling in Trust owned vehicles (including lease cars) whilst on official business.
- Privately owned vehicles parked on Trust grounds or when transporting Service Users, Visitors on official Trust business.
- When wearing an NHS uniform.

PERSON SPECIFICATION

JOB TITLE: Registered health professional / Positive Behaviour Support Practitioner – Band 6
AFC REF NO: JD 3032

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Appli- cation form	Intervi- -ew	Test	Prese- ntation
Demonstrates a commitment to the Trust's Values					
1.1 Compassion	3		X		
1.2 Trust	3		X		
1.3 Respect	3		X		
1.4 Integrity	3		X		
Qualifications (Equivalent qualifications will be considered where their equivalency can be demonstrated)					
2.1 Degree in psychology, nursing, OT, SaLT or suitable equivalent	3	X	X		
2.2 Training in challenging behaviour/ Positive behaviour Support or willing to undertake.	3	X	X		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
Knowledge and Skills					
3.1 A sound knowledge and understanding of positive behavioural support models and its theories and practices.	3		X		
3.2 Excellent communication and interpersonal skills, including an ability to communicate complex information to clients and a variety of professionals	3		X		
3.3 Ability to lead staff and work effectively with others	3		X		
3.4 Demonstrates initiative and ability to work independently, able to problem solve and prioritise own and others work.	3		X		
3.5 Demonstrates good and effective planning and organisational skills.	3		X		
3.6 Able to make judgments based on evidence based practice and translate this for use in the clinical team environment	3		X		
3.7 To be able to demonstrate understanding of current developments in the NHS and their implications for leadership and quality care for clients and service users.	3		X		
3.8 Demonstrates adaptability and flexibility dependent upon work priorities.	3		X		
3.9 Ability to motivate self and others	3		X		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
<p>Experience (both work and 'life' related)</p> <p>4.1 Significant experience of working with people with mental health, mild Intellectual (learning) disability and/or autism/ADHD who display behaviours' that challenge. Experience of working with individuals relevant to area of practice</p> <p>4.2 Experience of undertaking behavioural assessments and developing plans/strategies.</p> <p>4.3 Experience of working as part of a multi-disciplinary team</p>	<p>3</p> <p>3</p> <p>3</p>		<p>X</p> <p>X</p> <p>X</p>		
<p>Personal Attributes and Interpersonal Skills</p> <p>5.1 An ability to interact effectively with staff from all disciplines.</p> <p>5.2 A commitment to working with children/ young people with mental health problems, mild learning disability and/or autism/ADHD.</p> <p>5.3 An ability to interact with patients, carers and their families.</p> <p>5.4 An ability to interact effectively with others.</p> <p>5.5 Emotional resilience.</p> <p>5.6 Ability and willingness to work flexibly when clinical need dictates.</p>	<p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p>		<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
5.7 Ability to undertake direct work within family homes and in a range of community settings and inpatient setting when required	3		X		
5.8 Ability to manage challenging situations in a calm and constructive manner.	3		X		
5.9 Ability to recognise and manage own stress	3		X		
Standard Requirements					
Commitment to Equality & Valuing Diversity Principles	3	X	X		
Understanding of Confidentiality & Data Protection	3	X	X		
Understanding of the service users of the Trust (which could include lived experience of conditions the Trust deals with or of receiving services relevant to those the Trust provides)	3	X	X		
Mobility		You must demonstrate how you would meet the stated mobility requirement on your application form			
Own transport or suitable alternative. Dependence on public transport is not suitable for this role	3				