



## JOB DESCRIPTION

### JOB DETAILS:

<b>Job Title</b>	Early Intervention and Prevention CAMHS Practitioner
<b>Pay Band</b>	Band 6
<b>Hours of Work and Nature of Contract</b>	37.5
<b>Division/Directorate</b>	Children and Young People
<b>Department</b>	CAMHS GP In-Reach
<b>Base</b>	Wrexham CAMHS or Flintshire CAMHS

### ORGANISATIONAL ARRANGEMENTS:

<b>Managerially Accountable to:</b>	CAMHS Team Lead
<b>Reports to: Name Line Manager</b>	CAMHS Team Lead
<b>Professionally Responsible to:</b>	

#### **Job Summary/Job Purpose:**

To provide assessment and brief intervention to children and young people with emotional and mental health problems, primarily in GP and community settings. To provide consultation and support to front line professionals in understanding and supporting children / young people and families through providing training, advice and direction in addition to the delivery of early intervention programmes.

## **DUTIES/RESPONSIBILITIES:**

### **Clinical**

- To work in line with the legislation set out by the Mental Health (Wales) Measure 2010
- To provide initial assessments with children and young people referred to the service and brief interventions where indicated.
- To provide direct and indirect work for children / young people with a range of emotional and mental health concerns.
- To provide advice and consultation to staff in GP, school and community settings, where appropriate.
- To provide clinical assessment and brief therapeutic intervention in conjunction with wider CAMH Services where appropriate.
- To provide risk assessment of a range of potentially harmful behaviours and factors related to mental health disorders or deliberate self-harm
- To promote effective working relationships within the multi-disciplinary team by working collaboratively and jointly with other team members and professionals from other agencies
- To participate in clinical discussion and case review with colleagues
- To effectively manage caseload and develop therapeutic programme and practice including necessary administration
- To promote evidence-based practice by applying clinically relevant research and / or teaching of students and multi-agency groups
- To support senior colleagues in the team in achieving the aims of the GP In-Reach service.

### **Management**

- To participate in clinical audit activity and collect clinical activity data for the CAMH GP In-Reach service;
- To complete and keep up to date all information contained within the client documentation adopted by the service as appropriate to the involvement in a case;
- To access regular supervision from senior colleagues within the team.

### **Strategic**

- To assist in the development of interagency / integrated care pathways for children and young people
- To participate in team meetings and attend service development meetings where appropriate
- To be involved in ongoing service improvement through consultation with service users and their families / carers and other professionals
- To offer scheduled consultation to multi-agency colleagues on a regular basis
- To provide intervention and/or prevention work to young people in dealing with emotional health issues.

## **PERSON SPECIFICATION**

CAJE Reference/Date:

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Qualifications and/or Knowledge</b>	<p>Relevant professional Qualification and Registration</p> <p>Eligible to practice under the mental health measure Wales 2010. This includes registered mental health nurses, social workers, occupational therapists, practicing psychologists.</p> <p>Post grad diploma <b>or</b> relevant knowledge, training and experience in the specialist field acquired through specialist training and on the job experience.</p> <p>Excellent knowledge of emotional and mental health problems</p> <p>Excellent knowledge of family dynamics and issues relating to working with families</p> <p>Understanding of relevant therapeutic approaches</p> <p>Knowledge and appreciation of national policies</p>	<p>Additional formal qualification in a recognised therapeutic approach</p> <p>Specific, targeted, evidence based interventions e.g. solution-focused brief therapy</p> <p>Formal qualification in a relevant field e.g. Child Development, Mental Health etc</p> <p>Understanding of service structures and inter-agency working</p> <p>Knowledge of specific disorders / conditions relevant to CAMHS</p>	Application form / interview/ reference
<b>Experience</b>	<p>Relevant post registration experience of working with children, young people and families in a health or social care environment or mental health setting</p>	<p>Experience of working in a specific clinical role relating to CAMHS</p> <p>Previous specialist CAMHS experience</p>	Application / interview
<b>Aptitude and Abilities</b>	<p>Able to carry out mental health assessments autonomously through appropriate questioning, observations and accurate recording</p> <p>Able to collate and interpret information to devise care plans</p>	<p>Able to use formal assessment tools / clinical interviews</p> <p>Able to implement specific evidence based approaches</p> <p>Welsh Speaker</p>	Application / interview

CAJE Reference/Date:

	<p>Able to deliver evidence based mental health interventions based on assessment formulation</p> <p>Good organisational skills</p> <p>Effective time management</p> <p>Good communication</p> <p>Team Player</p> <p>Able to relate to children, young people and adults effectively</p> <p>Able to relate well to other professionals</p>		
<b>Values</b>	<p>Flexible and able to adapt to changing circumstances</p> <p>Personable and amiable</p> <p>Ability to use own initiative</p> <p>Assertive</p> <p>Able to work under pressure</p> <p>Confident</p> <p>Approachable</p>		Application / interview / reference
<b>Other</b>	<p>Ability to travel within geographical area.</p> <p>Basic IT skills use of e-mails, basic word processing</p> <p>Aware of professional issues</p> <p>Professionally accountable</p>		Application form and interview

**GENERAL REQUIREMENTS**

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.

CAJE Reference/Date:

- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organisation's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **Data Protection Act 1998:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the Data Protection Act 1998 and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation (Data Protection Act) and the HB Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should

consult their manager if they have any doubt as to the correct management of records with which they work.

- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB is committed to ensuring that no job applicant or employee receives less favourable treatment of any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have \* direct / indirect contact with\* patients/service users/ children/vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau \*Standard / Enhance Disclosure Check as part of the Trust's pre-employment check procedure. \*Delete as appropriate.  
The post holder does not require a DBS Disclosure Check. \*Delete as appropriate.
- **Safeguarding Children and Vulnerable Adults:** The organisation is committed to safeguarding children and vulnerable adults. All staff must therefore attend Safeguarding Children training and be aware of their responsibility under the Adult Protection Policy.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board Infection Prevention & Control Policies and Procedures.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board sites, including buildings and grounds, are smoke free.

**Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

**APPENDIX 1**

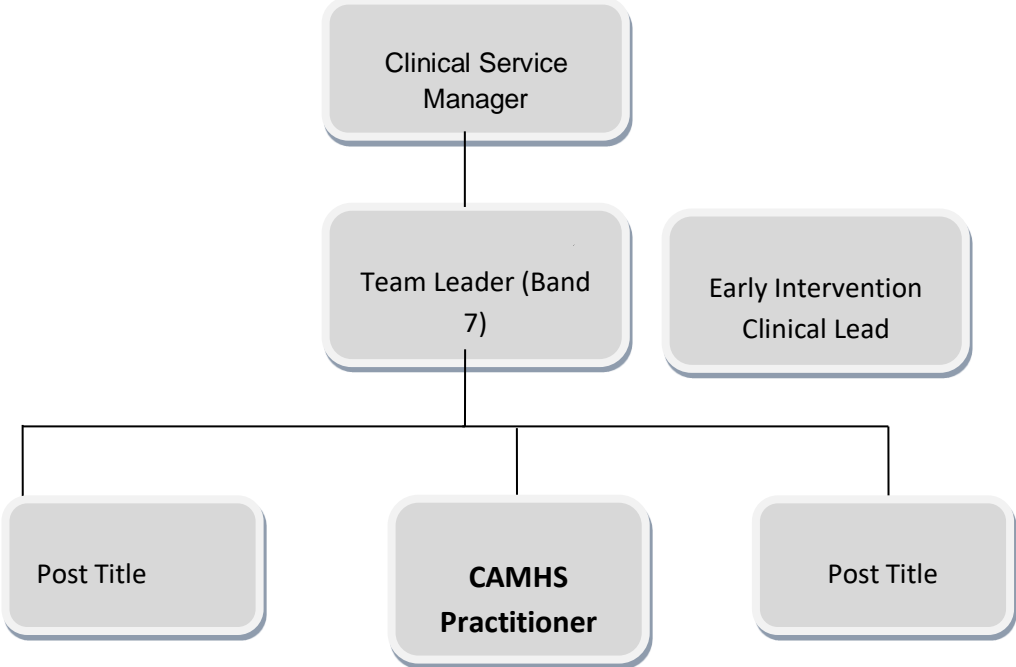
**Job Title: CAMHS Practitioner**

CAJE Reference/Date:

**Organisational Chart**

The Organisational Chart must highlight the post to which this job description applies showing relationship to positions on the same level and, if appropriate, two levels above and below.

Complete, add or delete as appropriate the text boxes below showing the organisational relationships.



**Job Title: CAMHS Practitioner**

**Supplementary Job Description Information**

**Physical Skills e.g. Clinical skills (e.g. intubation, venepuncture) or non clinical skills (e.g. high speed accurate typing).**

*Please detail the physical skills required to fulfil the duties of the job. Take into account:*

- *Hand-eye co-ordination such as may be required for audio typing or manipulation of materials/tools*
- *Sensory skills (sight, hearing, touch, taste, smell) such as those required for listening for speech and language defects*
- *Dexterity such as those required for use of fine tools/laying out of instruments, manipulation*
- *Requirements for speed and accuracy such as advanced keyboard use/high speed driving.*
- *Highly developed physical skills as may be required for e.g. performing surgical interventions, suturing, intubation or a range of manual physiotherapy treatments or carrying out endoscopies.*

Please complete information on Physical Effort, Mental Effort, Emotional Effort and Working Conditions in order to assist the Job Matching process.

Nature of skills required: Physical

Completion of physical observations such as blood pressure, pulse, weight and height in relation to mental disorders such as eating disorders.

Highly developed visual observation and listening skills are required to carry out assessments of behaviour, verbal and non-verbal; cues within school, clinical and home settings.

CAJE Reference/Date:

## Physical Effort

This factor measures the nature, frequency and duration of physical effort (sustained effort at a similar level or sudden explosive effort) required for the job.

Please ensure any circumstances that may affect the degree of effort required, such as working in an awkward position; lifting heavy weights etc. are detailed, such as:

'Working in uncomfortable/unpleasant physical conditions; sitting in restricted positions; repetitive movements; lifting heavy weights; manipulating objects; kneeling, crouching, twisting; heavy duty cleaning; working at heights; using controlled restraint; driving as part of daily job - **N.B. Walking /driving to work is not included'**

Examples of Typical effort(s)	How often per day / week / month	For how long?	Additional Comments
Driving between bases/ client homes/ hospital and community sites	3-4 times per week	Variable	
Sitting down for extended periods of time in therapy and consultation sessions with children, young people and families	Daily	1 hour at a time several times per day	
Carrying files/laptop (10-20K)	3-4 times per week	Variable	
Partaking in online meetings, such as MS Teams.	Daily	Variable	

CAJE Reference/Date:

## Mental Effort

This factor measures the nature, level, frequency and duration of mental effort required for the job, for example, concentration, responding to unpredictable work patterns, interruptions and the need to meet deadlines.

Please identify the normal requirement to concentrate in the post and determine, how often and for how long it is required to concentrate during a shift / working day, e.g. :

'Carrying out formal student assessments; carrying out clinical/social care interventions; checking documents; taking detailed minutes at meetings; operating machinery/equipment; carrying out screening tests/microscope work; carrying out complex calculations; carrying out non-clinical fault finding; responding to emergency bleep; driving a vehicle; examining or assessing patients/clients.

Examples of Typical effort(s)	How often per day / week / month?	For how long?	Additional Comments
Carries out comprehensive formulations and assessments of emotional wellbeing and risk for children and young people.	Daily	1-2 hours	
Formulating & developing outcome-focused intervention plans	Daily	1-2 hours	
Assess & manage the care of clients with risk behaviours i.e. harm to self or others, neglect, exploitation or vulnerability: daily.	Daily	Variable	
High level of concentration is required dealing with a range of professionals across agencies in relation to cases.	Daily	Variable	

CAJE Reference/Date:

Directing referrals for prompt assessment & onward referral for people presenting with an actual or impending psychiatric emergency or life-threatening situation	Potential to be daily - variable	Multiple times per day to every other day	
Recognising & detecting symptoms of a serious or enduring mental health problem	Daily	Variable	
Referring to other professionals	Daily	Variable	
Dealing with other professionals (verbally & in writing) – duty calls/SPoA/e-mails	Daily	Variable	
Completing thorough reports regarding all details of cases received	Daily	1-2 hours	
Participate in case conferences regarding Child Protection & POVA issues:	1-2 monthly/variable		
Frequent interruptions from other staff giving information verbally and/ or written whilst post holder is on telephone	1-2 daily		
Frequent need to re-prioritise to respond to changing levels of clinical need or manage changing risks with young people on caseload	Every 1-2 days		

CAJE Reference/Date:

Preparing teaching materials for educating school staff or other non-mental health staff	Quarterly		
------------------------------------------------------------------------------------------	-----------	--	--

### Emotional Effort

This factor measures the nature, frequency and duration demands of the emotional effort required to undertake clinical or non clinical duties that are generally considered to be distressing and/or emotionally demanding.

Please identify how often the post holder has exposure to direct and/or indirect distressing and/or emotional circumstances and the type of situations they are required to deal with.

For example, 'processing (e.g. typing/transmitting) news of highly distressing events; giving unwelcome news to patients/clients/carers/staff; caring for the terminally ill; dealing with difficult situations/circumstances; designated to provide emotional support to front line staff; communicating life changing events; dealing with people with challenging behaviour; arriving at the scene of an accident.' **N.B. Fear of Violence is measured under Working Conditions**

Examples of Typical effort(s)	How often per week / month?	For how long?	Additional Comments
Dealing with patients who have challenging behaviour verbally & physically	Weekly/variable	variable	
Dealing with patients who are suicidal, have low mood, depression:	Daily	variable	

CAJE Reference/Date:

Dealing with patients that potentially can self harm and/or commit suicide	Daily/several times per week	variable	
Dealing with Child Protection & POVA issues including issues of neglect, exploitation and vulnerability, rape victims, domestic abuse	Daily/several times per week	variable	
Dealing with familial conflict and mediating between members of service users family	Daily/several times per week	variable	

### Working Conditions

This factor measures the nature, frequency and duration of demands on staff arising from inevitably adverse environmental conditions (such as inclement weather, extreme heat/cold, smells, noise and fumes) and hazards, which are unavoidable **(even with the strictest health and safety controls)**, such as road traffic accidents, spills of harmful chemicals, aggressive behaviour of patients, clients, relatives, carers.

Please identify unpleasant working conditions or hazards which are encountered in the post holder's working environment and establish how often and for how long they are exposed to them during a working day / week / month.

Examples are – use of VDU more or less continuously; unpleasant substances/non-household waste; infectious material/foul linen; body fluids, faeces, vomit; dust/dirt; fleas/lice; humidity; contaminated equipment or work areas; driving/being driven in normal or emergency situations - **\*Driving to and from work is not included**

Examples of Typical Conditions	How often per week / month?	For how long?	Additional Comments
Variable access to resources depending on GP Practice in which you are based for each clinic.	Weekly	Variable	

CAJE Reference/Date:

DSE user to write/type reports and letters	Daily	1-2 Hours - variable	
--------------------------------------------	-------	----------------------	--

**Submission of documents for job evaluation**

Please sign and retain an original copy for manager and employee.

Send an electronic version of the documents to [BCU.JobEvaluation@wales.nhs.uk](mailto:BCU.JobEvaluation@wales.nhs.uk)

CAJE Reference/Date: