

Freedom of Information Act 2000 disclosure log entry

Reference

20-20361

Date sent

13 February 2020

Subject

Employment of Learning Disabilities Nurses

Details of enquiry

I am requesting information under the Freedom of Information Act 2000 about the employment of learning disabilities nurses (RNLD) within your Trust. Specifically,

- 1) How many learning disabilities nurses are employed within the Trust?
- 2) Do these nurses hold a single or dual registration (e.g. as registered adult, child or mental health nurses)?
- 3) What is their job title and banding?
- 4) Where do these nurses work, and what types of services are these?
- 5) If possible, could you provide job descriptions for these posts?
- 6) How is information about the employment of learning disabilities nurses within the Trust gathered and recorded?
- 7) Is the decision whether or not to employ learning disabilities nurses within the Trust part of any strategic plan for workforce development or promoting patient experience?

Response Sent

Your request for information, as detailed in your email below dated 25 January 2020, has been handled under the FOI Act 2000. I shall answer your questions below:

- 1) How many learning disabilities nurses are employed within the Trust?

We employ one learning disabilities nurse

- 2) Do these nurses hold a single or dual registration (e.g. as registered adult, child or mental health nurses)?

They hold single registration

- 3) What is their job title and banding?

Their job title and banding is IAPT Recruit to Train programme - Band 7 trainee

- 4) Where do these nurses work, and what types of services are these?

They work in the Mosaic children's Learning Disability service – part of Camden Children and Young Peoples health services

- 5) If possible, could you provide job descriptions for these posts?

Below is the relevant job description

- 6) How is information about the employment of learning disabilities nurses within the Trust gathered and recorded?

The information is recorded in the Revalidation database and general staff development database held by Chief Nurse and nurse education lead

- 7) Is the decision whether or not to employ learning disabilities nurses within the Trust part of any strategic plan for workforce development or promoting patient experience?

We employ nurses from all fields into the Trust – our decisions to recruit are based on knowledge, experience and competence rather than specific field of practice. We also feel that it is important to have broad nursing family with nurses from all fields to share expertise and ensure parity between mental health physical health, age, developmental stage and disability to meet the needs of the patients in our care.

TAVISTOCK AND PORTMAN NHS FOUNDATION TRUST
CYAF
MOSAIC Kentish Town Health Centre, 2 Bartholomew Rd Kentish Town, London
NW5 2BX

JOB DESCRIPTION

- POST:** Community Learning Disabilities Nurse (CAMHS)
- GRADE:** Band 7
- HOURS:** Full time
5 sessions permanent
5 sessions fixed term for 2 years linked to C&YP IAPT
training course for ASD and LD
- DURATION:** PERMENANT/FIXED TERM (2 YEARS)
- LOCATION:** Kentish Town Health Centre, 2 Bartholomew Rd Kentish
Town, London NW5 2BX
- PROFESSIONALLY RESPONSIBLE TO:** HEAD OF NURSING DISCIPLINE, CAMHS
DIRECTORATE
- MANAGERALLY/OPERATIONALLY RESPONSIBLE TO:** The Manager of MOSAIC
- ACCOUNTABLE TO:** Chief Executive via the CYAFS Director

JOB SUMMARY:

The post holder will work 5 sessions MOSAIC Child and Adolescent Mental Health Service (CAMHS) to offer community nursing support to children with disabilities and their families. The post-holder will contribute to the development of a nursing role within MOSAIC CAMHS, providing nursing expertise to the multidisciplinary assessment and treatment of families referred to the service. The role also entails the on-going assessment of parents' willingness and capacity to engage in therapeutic work; assessment of their parenting capacity; assessment of the safety of the children. The post holder will contribute to the multidisciplinary formulation of an intervention plan and work with team members to implement multi-agency care plans. The post -holder

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will undertake work in a variety of settings including the clinic, patients' homes, schools and nurseries

The post-holder will support the work of the psychiatrist in the team by working with families where children are on medication, offering support between psychiatric reviews, reviewing patients for possible adverse effects and liaising with the psychiatrist accordingly, assisting the psychiatrist with transition to and from in-patient units and supporting hard-to-reach families and families where there are concerns about the mental health of children or parents. The post-holder will be expected to contribute to and take part in of the evaluation of the service.

We are pleased to also link 5 sessions of training post to this post and the post holder will be expected to undertake a 2 year IAPT training post in Learning Disabilities and ASD. This includes 1 day per week on training course and 1 ½ days undertaking clinical work under supervision of the C&YP IAPT course tutors.

We are looking for a highly organised, enthusiastic and reflective person who is interested in working with children with disabilities, their families and carers.

CHILDREN, YOUNG ADULT AND FAMILIES SERVICES (CYAFS)

This is a thriving and growing Directorate that encompasses services for children and young people (0-18) their families, and carers, that spans other Directorates within the Trust. The CYAFS Directorate is the largest of these. The clinical services of the Directorate are undertaken by child psychiatrists, child psychotherapists, clinical and educational psychologists, social workers, systemic psychotherapists, nurses and by those training in these disciplines. The Directorate has two specialist units, the Family Drug and Alcohol Court and the Gloucester House Day Unit. The CYAFS Directorate provides multi-disciplinary clinical services for a substantial catchment area in addition to offering more specialised services for referrals for a larger area. Recent clinical developments include taking on a substance misuse service for young people in Barnet. The Directorate is actively engaged in participation in preventative and consultative and outreach work in the community and is developing projects with a wide range of colleagues working in fields related to child and family mental health in all tiers.

MOSAIC

MOSAIC is Camden's integrated multiagency health and social care service for children and young people with disabilities. It is Local Authority- led service, jointly with CNWL.

MOSAIC brings together the Child Development Team for children under 5, MOSAIC CAMHS, a Social Communication Assessment Service (SCAS) and the local authority Social Care team for children with disabilities (Disabled Children's Team). We maintain close working links with Educational Psychology and SEN. MOSAIC is a service for children and young people from 0-19 years. The service is based in Kentish Town Health Centre, co-located with the James Wigg GP Practice and other community health

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services. The overall aim of Camden MOSAIC is to enable families to help their children with complex needs to participate in family and community life.

TRAINING:

The Tavistock and Portman NHS Foundation Trust has a national brief for training in the mental health professions and is a national centre for psychoanalytic and systemic training. The Trust is committed to developing new training initiatives to meet the needs of the modern NHS, to being responsive to the National Service framework for children and to the modernisation of CYAFS. It is committed to the expansion of training opportunities for professionals from minority ethnic communities.

THE DISCIPLINE:

There are currently seven disciplines the Tavistock including Medicine, Psychology, Social work, Child Psychotherapy, Family Systems, Occupational Therapy and Nursing. The Nursing Discipline is a growing discipline within the Trust. Nurses are in posts in the Adult Dept, Portman Clinic, CYAF Directorate linked to a range of services both within and outside the Tavistock Centre.

There is a monthly CYAF Nurse Discipline meeting for all nurses to attend and access group nursing supervision.

MAIN DUTIES OF THE POST:

CLINICAL

1. To contribute to a comprehensive multidisciplinary assessment of children and families referred to MOSAIC CAMHS, working with the multi-disciplinary team to identify needs and plan and carry out interventions/treatment to meet those needs in a variety of community settings.
2. To actively involve adults, children and young people in the assessment and care-planning process.
3. To use specialist knowledge, experience and skills to deliver appropriate nursing and other interventions that are evidenced -based and child -centred, for individuals and groups where appropriate.
4. To work jointly with the families' local services, both multi-disciplinary and multi-agency. This will involve developing and maintaining effective working arrangements with colleagues in statutory and non-statutory services including MOSAIC staff and staff in the local authority, education, primary health care and housing services. To facilitate the co-ordination and comprehensibility of services as well as securing access to services for service users.

5. To be an active member of MOSAIC CAMHS within the MOSAIC service in developing joint working approaches to meet referred family's needs.
6. To undertake assessments and clinical work in community based settings or clients homes as appropriate. This will often necessitate autonomous work, within the context of multidisciplinary team work and the need to assess, work with and manage risk.
7. To provide a range of evidence- based harm reduction interventions to promote the attainment of goals identified in the care plan. These might include advice, information, counselling, cognitive- behavioural therapy, motivational interviewing and other forms of supportive therapy with young people and their parents.
8. To take part in local authority case conferences, interagency meetings, review meetings and planning meetings as appropriate.
9. To offer advice, support, supervision and consultation to colleagues from a nurse perspective.
10. To work within the Trust's child protection procedures and the Children's National Service Framework DOH 2004 and other policies relating to children with disabilities.

Tavistock & Portman Values

The post holder will offer First Class Care to our service users, staff, colleagues alike so that in every journey through Tavistock & Portman we can feel:

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Usually organised under the following headings, but alter and order as appropriate for the post. Must include the paragraphs on governance and CPD as below:

TEACHING/TRAINING

Continuing Professional Development and Appraisal

1. To have valid NMC Registration and adhere to NMC Professional guidelines and standards.
2. To ensure the responsible exercise of professional self-governance in accordance with professional codes of practice of the Nursing Midwifery Council.
3. To ensure the development, maintenance and dissemination of

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the highest professional standards of practice, through active participation in internal and external CPD training and development programmes, by agreement with the service manager.

4. To receive regular clinical supervision from a senior MOSAIC clinician alongside professional supervision from a senior nurse. To ensure the development and articulation of best practice in nursing with the specialist skills of a reflexive and reflective scientist practitioner and to maintain an active engagement with current developments in the field.
5. To keep up to date on relevant developments and research.
6. To attend conferences and workshops associated with mental health and psychiatry or related topics and keep abreast of developments in current trends, issues and research in mental health care, in line with the Service and Team training policy
7. The post- holder will take part in an annual appraisal with the Head of the Nursing Discipline, Child and Family Department CAMHS and MOSAIC CAMHS service manager which will include the formulation of a professional development plan and specific details of continuing professional development in relation to the tasks of the post and its development over time. It is expected that some study leave will be taken for attending conferences, reading relevant literature, writing papers for presentation at Tavistock-organised and other conferences.
8. To adhere to clinical and research governance guidelines, including attendance at recommended and mandatory governance-related trainings and continuing professional development and participation in clinical effectiveness activity, including keeping up-to-date and accurate clinical records.
9. All staff are required to attend and participate in mandatory training including fire and health and safety training.
10. To undertake the C&Y IAPT LD and ASD training course from January 2017

RESEARCH AND SERVICE EVALUATION

1. To keep up-to-date and accurate client records, in line with Trust Policy. To ensure client confidentiality of all written and electronically- stored personal data in accordance with the Data Protection Act. To maintain families' right to privacy by ensuring that confidential information is only accessible to relevant staff.
2. To write reports on clients as appropriate to maintain high standards of care.

3. To manage as constructively as possible documentation of assessments and reports which convey sensitive, complex and sometimes unwelcome information to clients and other professionals.
4. To support the planning and implementation of systems of clinical audit for the evaluation, outcome monitoring and development of the clinical service offered by MOSAIC CAMHS. To incorporate nursing frameworks in the audit process.
5. To participate in regular reviews of the team's activities.
6. To collect and provide statistics related to the work of the team as required by the team manager.
7. To participate in appropriate research, be aware of appropriate research and where possible provide research informed advice to other staff within the service. To participate in research within the clinic as well as collaborate in joint projects or the initiation of research projects supported by the service by agreement with the CAMHS manager.
8. To ensure that all research undertaken is in line with the national Research Governance framework.

GENERAL

To ensure the development and maintenance of the highest personal standards of practice, through active participation in internal and external CPD training and development programmes, in consultation with the postholder's managers.

To contribute to the development and articulation of best practice in psychology across the service, by exercising the skills of a reflexive and reflective scientist practitioner, taking part in regular professional supervision and appraisals and maintaining an active engagement with current developments in the field of clinical psychology and related disciplines.

To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of the British Psychological Society and Trust policies and procedures.

To keep up to date with knowledge of legislation, national and local policies and issues of relevance to the service and client group.

To undertake such other duties and responsibilities, appropriate to the grade of the post, as may be agreed with the Service Manager of CAMHS.

PROFESSIONAL

To ensure the maintenance of professional standards in line with the Nursing and Midwifery Council guidelines and the policies of the employing trust as well as those of the trust providing the MOSAIC clinical service.

Clinical and Research Governance

The post-holder must adhere to the trust's clinical and research governance guidelines, which includes being responsible for keeping up-to-date and accurate clinical records. All research must be undertaken in line with the national Research Governance framework, and the post-holder should seek guidance from the Trust Research Directorate before embarking on any research project.

Continuing Professional Development

The post-holder will be invited to an annual appraisal with the head of discipline, which will include the formulation of a professional development plan and specific details of continuing professional development in relation to the tasks of the post and its development over time. It is expected that some study leave will be taken for attending conferences, reading relevant literature, writing papers for presentation at Tavistock-organised and other conferences.

PROFESSIONAL REGISTRATION

If you are employed in an area of work which requires membership of a professional body in order to practice, it is a condition precedent of your employment to maintain membership of such a professional body. It is also your responsibility to comply with the relevant body's code of practice. Your manager will be able to advise you on which, if any, professional body of which you must be a member.

You are required to advise the Trust if your professional body in any way limits or changes the terms of your registration.

Failure to remain registered or to comply with the relevant code of practice may result in temporary downgrading, suspension from duty and/or disciplinary action, which may result in the termination of your employment.

If you are required to have registration with a particular professional body or to have specific qualifications you must notify your manager on appointment of such fact and provide him or her with documentary evidence of them before your employment commences or, at the latest, on your first day of employment. Furthermore throughout your employment with the Foundation Trust, you are required on demand by your manager to provide him or her with documentary evidence of your registration with any particular professional body or in respect of any required qualifications.

CONFIDENTIALITY

All information concerning patients/clients and staff must be treated as strictly confidential at all times. Policies governing Trusts confidentiality processes are available on Intranet.

CODE OF CONDUCT

As an employee of the Trust you are expected to comply with the code of conduct for employees at all times, and any breach of it whilst in practice will be investigated by the Trust.

Copies of the code of conduct can be obtained the intranet.

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VALUING DIVERSITY

It is the aim of the Trust to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, sexual orientation, marital/partnership status, race, religion, age, creed, colour, ethnic origin, disability, part time working status and real or suspected HIV/AIDS status and is not placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. Please also refer to the Trusts Equal Opportunity policy.

HEALTH & SAFETY

All staff must comply with Trusts Health & Safety Policies and Procedures and it is the responsibility for all staff to promote safeguarding and wellbeing. Staff must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974), and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

NO SMOKING POLICY

There is a smoke free policy in operation in the Trust. In accordance with this policy smoking is positively discouraged and is not permitted anywhere within the buildings, on the premises or grounds.

Support is provided for staff members who wish to stop smoking.

RISK MANAGEMENT

All Trust employees are accountable, through the terms and conditions of their employment, professional regulations, clinical governance and statutory health and safety regulations, and are responsible for reporting incidents, being aware of the risk management strategy and emergency procedures and attendance at training as required.

All staff have a responsibility to manage risk within their sphere of responsibility. It is a statutory duty to take reasonable care of their own safety and the safety of others who may be affected by acts or omissions.

SAFEGUARDING

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff are expected to implement the Trusts' Safeguarding policies and procedures, act promptly on concern, communicate effectively and share information appropriately.

Mandatory Training

The post-holder will also be required to attend mandatory training events as set out in the Trusts Staff Training Policy which includes attendance at induction and ongoing training in fire safety, health and safety, infection control, risk management ,

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safeguarding children and participate in clinical effectiveness activity and appraisal

General

The post-holder will be required adhere to all Trust wide policies and procedures including: Equal Opportunities, Risk Management, Health and Safety, Safeguarding Children, Confidentiality and compliance with the Data Protection Act, IM&T Security Policy. The Trust is committed to promoting Equality and Diversity in employment and in the services it provides.

All clinical staff registered with a professional body are required to comply with the code of conduct of that professional body. The trust will take appropriate action when codes of conduct are breached.

This job description is subject to annual review in consultation with the post-holder.

ANNUAL LEAVE: 27 days on entry to the NHS, previous NHS service may increase this entitlement

GENERAL INFORMATION:

The post is covered by the Terms and Conditions of Service of the Tavistock and Portman NHS Foundation Trust and is subject to the National Health Service (Superannuation) Regulations.

We are an Equal Opportunities employer