

AFC Reference:	30097
Job Title:	Neurodevelopmental Pathway Practitioner
Band:	6
Division/Service:	Mid-Mersey
Accountable to:	Head of Operations, Children's Services
Responsible to:	Clinical Lead, Neurodevelopmental Pathway, Children's Services

Job Outcomes:

As a result of the post-holder being effective in their role, The Trust would expect to see the following outcomes for the Trust, service users and the wider community:

1. Mersey Care NHS Foundation Trust as a leading provider of community services, mental health care, physical health, addiction services and learning disability care.
2. Service users receiving a high quality service and one which is free from stigma, discrimination and harm.
3. Staff engaged with the delivery, innovation and continuous improvement of services to benefit service users.
4. Visible and responsive leadership, setting the standard for others and role-modelled throughout the division for all managers
5. The Trust values of Continuous Improvement, Accountability, Respectfulness, Enthusiasm and Support will be embedded across the division for all staff and evident to service users.

Job Purpose:

To work as an integral part of the Neurodevelopmental pathway team.

To support the development and implementation of a diagnostic pathway for children with neurodevelopmental difficulties.

To provide leadership, support and specialist advice and consultancy/support to colleagues on neurodevelopmental issues / referral processes.

To complete specialist assessments in order to gather and collate key information to contribute to the diagnostic process.

To take a key role in feeding back to young people and their families the outcome of their multi agency assessment.

DUTIES AND RESPONSIBILITIES:

1. CLINICAL

1.1 To monitor and support cases under assessment on the neurodevelopmental pathway, communicating with families and partners via telephone, email etc.

1.2 To assist with the assessment of neurodevelopmental conditions including undertaking of ADOS assessments, observations and initial assessments.

1.3 Assist with the appropriate screening of referrals and provide information for referrers, service users and carers.

1.4 To chair multiagency triage meetings to screen referrals and identify outcome required.

1.5 To contribute to multi agency diagnostic panel meetings as required for the role.

1.6 To complete feedback meetings with young people, families and other professionals to explain final diagnostic outcome and provide information regarding support available.

1.7 To formulate reports explaining the young persons' diagnosis for a range of audiences including client, families and other professionals.

1.8 To liaise regularly with line manager providing them with regular updates of cases / queries

1.9 Complete observations of the family and young person in a variety of settings.

1.10 Work in a professional and collaborative manner with the multi-disciplinary team.

1.11 Provide information, education and support for family members, carers and other relevant professionals.

1.12 Participate and promote positive intra-agency working

1.13 Participate in case load supervision to monitor the standards of service user case and ensure record keeping is in accordance with Professional and Trust standards.

1.14 Participate in regular clinical and managerial supervision with Clinical Lead, Neurodevelopmental Pathway/ Team Manager, as per Trust policy.

1.15 Contribute to the development and implementation of integrated care pathways, including appropriate service user assessments/referrals and models of care.

1.16 Compile and maintain effective client records and record outcome measures in conjunction with clients and in accordance with Professional and Trust policies, procedures and standards.

1.17 Participate in the induction, training or education of a variety of staff, students or volunteers attached to the team/service.

1.18 Participate and assist in setting standards of service user care based on sound research findings and evidence-based practice.

2. MANAGERIAL

2.1 To monitor and support the caseload of young people undergoing assessment on the neurodevelopmental pathway

2.2 Undertake delegated responsibilities as agreed with the Clinical Lead, Neurodevelopmental Pathway.

2.3 To manage projects as delegated.

2.4 Support the formulation and implementation of clinical and operational practices, and procedures as appropriate.

2.5 Participate in the recruitment, selection and induction of new staff.

2.6 To monitor and evaluate own clinical practice against professional standards, guidelines and policies.

2.7 To advise the Clinical Lead, Neurodevelopmental Pathway of any service delivery issues.

2.8 To identify the need for, and to request, new equipment, resources and assessment tools.

2.9 To resolve informal complaints and inform the Clinical Lead, Neurodevelopmental Pathway of these, and to report formal complaints to the Clinical Lead, Neurodevelopmental Pathway.

2.10 Ensure the principles of Clinical Governance are incorporated in service delivery by maintaining a high quality service based on agreed clinical standards.

2.11 Ensure that Trust policies and procedures are adhered to.

2.12 To contribute to policies, protocols, care pathways and audits.

2.13 Assist in the development of local protocols to ensure a high standard of service delivery is achieved and maintained.

2.14 To identify the need for a service development, and discuss with the Clinical Lead, Neurodevelopmental Pathway.

2.15 Support the process of staff participation in the formulation of new ideas/suggestions to improve service user care and service delivery.

2.16 Provide statistical information as required.

2.17 Appropriate participation of managing attendance of staff as required.

3. EDUCATION AND DEVELOPMENT

3.1 To develop, monitor and evaluate own 'individual performance review' identifying own Personal Development Plan (PDP) to meet team/service objectives on an annual basis.

3.2 Support the process to ensure all relevant staff have an up-to-date Individual Personal Appraisal and Personal Development Plan.

3.3 To provide autism awareness training for a range of audiences including families, staff and other professionals.

3.4 Attend relevant and mandatory training as required.

3.5 Attend professional meetings as required.

3.6 Maintain knowledge of current Trust and Department of Health policy, procedures and guidance.

3.7 Demonstrate the acquisition and application of knowledge in line with current research and evidence-based practice.

3.8 Undertake training relevant to your role and responsibilities and promote a positive learning environment.

3.9 Coordinate preceptorship and mentorship as required.

3.10 Provide evidence to support development around the Trust appraisal system which includes KSF.

3.11 Participate in regular supervision, engage in reflective practice and be committed to continued development.

3.12 Develop own skills and knowledge and contribute to the development of others.

4. RESEARCH AND AUDIT

4.1 Undertake and participate in appropriate audit, quality assurance programmes and research as directed.

4.2 To identify the need for and to contribute to audit within areas of expertise. To use research methodology for specific audits.

4.3 To participate in and contribute to research at local and regional levels as appropriate.

Generic Responsibilities for all staff:

All post holders will agree to:

- Commit to the vision of supporting Mersey Care in becoming a leading organisation in the provision of community services, mental health care, addiction services and learning disability care, and in doing so fully utilise their skills and experience to support the objectives of the Trust.
- Role model the values of the Trust – Continuous Improvement, Accountability, Respectfulness, Enthusiasm and Support– in all activities and interactions with employees, service users and other stakeholders
- Challenge the stigma associated with mental health and learning difficulties.
- Comply with the Duty of Candour, defined by Francis as: 'The volunteering of all relevant information to persons who have or may have been harmed by the provision of services, whether or not the information has been requested and whether or not a complaint or a report about that provision has been made.'
- Work across professional and organisational boundaries to improve services for all.
- Maintain their specific knowledge base and develop new skills.
- Value the contribution of the patient / service user voice.
- Operate within any organisational codes of practice or those from a relevant professional body.
- Respect equality and diversity across all areas of working practice and communications with staff, service users and other stakeholders.
- Take responsibility for the accurate and timely collection and recording of data and ensuring all personally identifiable information is protected and used only for the purposes for which it was intended.
- Comply with all health and safety legislation and local policies and procedures.
- Adhere to all organisational policies.
- Have knowledge and understanding of technology in the workplace which is sufficient to maintain their efficiency and also how technology can empower service users in a digital environment
- Comply with the NHS Constitution in relation to the staff responsibilities that it sets out for NHS employees.
- Attend a one day Just and Learning & Civility and Respect training work shop
- Be an ambassador for Just & Learning and Civility & Respect following the training
- Positively advocate the just and learning culture within your team
- Be a confident supporter and implementer of the Trust CARES Values including Civility & Respect within your team.

- Support their team/services to create a positive environment for Just and Learning Culture
- Participate in Just and Learning Culture events.
- Bring Just and Learning Culture updates/information to the attention of team members and other MCT colleagues they work with.
- Support and encourage the sharing of concerns about the safety and quality of care with senior leaders with the aim of improving safety and quality.
- Actively participate in creating an open culture within your team so that concerns and difficulties can be discussed safely and respectfully.
- Speaking up in the event that they are exposed to incivility between colleagues in the workplace #iwillspeakup.
- Listening and understanding others who have concerns and taking a collaborative approach to work towards a solution to improve civility and respect.

This job description is intended as an outline indicator of general areas of activity and will be reviewed in light of the changing needs of the Trust in consultation with the postholder.

	ESSENTIAL	DESIRABLE
QUALIFICATIONS:	<ul style="list-style-type: none"> Professional Qualification – Nursing, Teaching or AHP Up-to-date professional registration (to be maintained) 	<ul style="list-style-type: none"> Further qualifications relevant to neurodevelopmental conditions Appropriate training in delivery of ASC diagnostic assessments – including ADOS
KNOWLEDGE/EXPERIENCE:	<ul style="list-style-type: none"> Demonstrate relevant post registration experience Experience of work with service users with neurodevelopmental conditions Effective team working within a multi-agency framework Demonstrate experience of problem-solving approaches Knowledge of ASC, neurodevelopment conditions and the needs of this client group. Understanding of current national policy and initiatives in relation to delivery of services for clients with ASC Safeguarding Children/Adults Up to date clinical knowledge relevant to the care environment Safety, Privacy and Dignity Guidelines. Evidence based and reflective practice 	<ul style="list-style-type: none"> Post graduate experience of working with families or carers Experience of complex assessment and management Supervision of staff Experience of service development Audit and research practices relevant to clinical area Mental Health Act (1983) Mental Capacity Act Effective Care Coordination
VALUES:	<ul style="list-style-type: none"> Continuous Improvement Accountability Respectfulness Enthusiasm Support High professional standards 	

	<ul style="list-style-type: none"> • Responsive to service users • Engaging leadership style • Strong customer service belief • Transparency and honesty • Discreet • Change oriented 	
SKILLS:	<ul style="list-style-type: none"> • Ability to utilise assessment skills and tools effectively • Willing to undertake further training (if appropriate) in recognised ASC diagnostic assessment tools • Ability to formulate relevant reports • Ability to prioritise and work to deadlines • Ability to delegate and coordinate • Mentorship skills • Ability to maintain accurate and up to date clinical records • Flexible approach/creative thinking • Ability to communicate in a variety of settings • Ability to deal with sensitive issues with tact and diplomacy • Able to develop effective interpersonal relationships with colleagues • Effective time and workload management. • Ability to identify and minimise risk effectively 	



	<ul style="list-style-type: none">• IT skills• Effective leadership qualities.• Presentation skills.	
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