

### **JOB DESCRIPTION**

Physical Health Liaison Practitioner, Learning Disabilities

**Reviewed**  
August 2023

# LINCOLNSHIRE PARTNERSHIP NHS FOUNDATION TRUST

## Job Description

<b>1. Job Details</b>
<p><b>Job Title:</b> Physical Health Liaison Nurse / Practitioner Learning Disabilities</p> <p><b>Pay Band:</b> Band 6 (would consider interim Band 5 to development competencies to attain Band 6)</p> <p><b>Reports to (Title):</b> Team Co-ordinator Learning Disability Community Hub Team</p> <p><b>Accountable to (Title):</b> Team Co-ordinator / Learning Disabilities Physical Health Clinical Lead</p> <p><b>Location:</b> Countywide Lincolnshire.</p> <p><b>Site/Base:</b> County wide post, base to be negotiated with post holder.</p>
<b>2. Job Purpose</b>
<p>This is a community based role providing learning disability expertise, support and liaison to service users, carers and physical healthcare professionals, both in primary care and acute settings across the county.</p> <ul style="list-style-type: none"><li>• The post holder will be responsible for the assessment, planning, and implementation of evidence-based care and interventions to service users with Learning Disabilities who have complex health/behavioural needs</li><li>• The post holder will be responsible for completing risk assessments and responding appropriately to identified risks, which may include liaising with other parties and contributing to the formulation of risk management plans. The post holder will provide professional advice and support to other agencies and members of the multi-disciplinary team.</li><li>• This post holder will be able to prioritise competing demands. The role involves managing a caseload of service users as part of the multi-disciplinary team but also working closely with primary care, acute settings and other health agencies .</li><li>• The post holder will be responsible for supporting people with a learning disability to access physical healthcare.</li><li>• The post holder will validate GP Quality and Outcome Framework (QOF) Learning Disability Registers</li><li>• The post holder will provide training to both primary care and acute settings</li><li>• The post holder will support GPs to increase the uptake of annual health checks</li><li>• The post holder will provide both management and clinical supervision to support staff</li><li>• Patterns of working will include flexible working to meet service need.</li></ul>
<b>3. Nature of the Service</b>
<p>The Adult Learning Disabilities Service is community based and provides a range of professionals who will assess and treat referred service users based on their individually assessed needs, ensuring that an agreed package of care is implemented which reflects the Trust's policy to engage services users and their carers in all aspects of their care and treatment.</p>

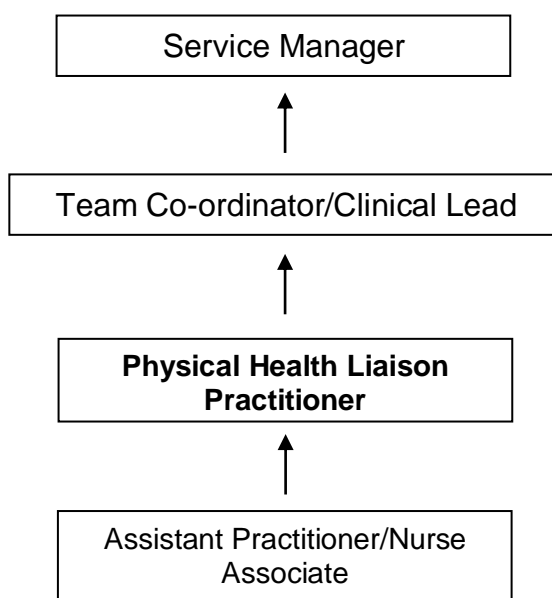
The Adult Learning Disabilities Service have 3 multidisciplinary teams in Lincoln, Boston & Grantham which consists of: -

- Psychological Therapies
- Community Learning Disability Psychiatry
- Physical Health Liaison
- Positive Behaviour Support
- Occupational Therapy
- Physiotherapy
- Speech and Language Therapy

In addition the Community Home Assessment and Treatment [CHAT] Team, is county wide and provides intensive short term interventions to maintain individuals in the community.

This post sits within the Physical Health Liaison provision.

#### 4. Organisation Chart



#### 5. Duties

- To provide a high standard of clinical care ensuring safe and effective assessment, treatment and comprehensive discharge planning using highly developed clinical reasoning skills and appropriate assessment tools
- To ensure the clinical caseload and clinical practice of junior and support staff in the team is of the highest standard of clinical care
- To manage caseload and service delivery in accordance with and in order to contribute towards the attainment of Service/Trust productivity requirements.
- Ensure up to date agreed care plans, risk assessments and reviews are in place.
- Work with individuals and their carers to identify their healthcare needs and circumstances; and enable them to understand and manage these needs.
- Plan, implement, review and improve interventions to meet people's identified needs and manage risk.
- Utilising safeguarding procedure to protect people from abuse, neglect and harm.

- To work collaboratively and promote effective working relationships with members of the multi-disciplinary team, ensuring effective and appropriate clinical decision-making, both within the Learning Disabilities Team and with external agencies.
- Provide management and clinical supervision to junior staff in line with the Trust policies and protocols for supervision, appraisal and mandatory training.
- Day to day management of staff and coordination of the clinical activity and workload. To delegate aspects of the service user treatment plan to other members of the team, whilst maintaining overall responsibility for service users care, where appropriate.
- To act as duty worker during working hours on a rotational basis with colleagues.
- To provide advice for individuals with a learning disability referred to the community team to support their physical healthcare needs through liaison with primary and acute health services.
- To support individuals with learning disabilities to have their health needs met across all health care settings, including planned admission to hospital. This will extend to support people with a learning disability through palliative care.
- The core hours of the role are 9-5pm Monday to Friday but there may be the need on occasions to work flexibly to support the service.
- To provide advice and support to clinicians working with people with a learning disability across the entire health community of Lincolnshire.
- To ensure a high standard of clinical practice and that clinical skills are updated as required.
- To provide ongoing support, training and liaison to ULHT services and GP practices. This will include providing ongoing training on learning disabilities, validating the QOF Learning Disability Register and to support the uptake of annual health checks
- To undertake audit and participate in research.
- Contribute to student training, both university & multi-professional, by supporting the service to be a high-quality placement.

### **Professional**

- To maintain accurate and timely clinical records and to co-ordinate and monitor those of the team.
- To adhere to registering bodies codes of professional conduct and ethics, plus associated legislation.
- To demonstrate empowering leadership skills within the team and seek opportunities in local and national area as to promote and develop the profession.
- To participate in Clinical Governance activities, including induction, supervision, personal development review, health and safety, risk management and audit.
- To undertake specific project work or any other duties as negotiated with the Team Manager
- To act as lead professionals within the team.
- Supervise relevant health and social care staff in the support and monitoring of service user's programmes of care managed within the team.
- Develop effective and supportive links with other health and social care staff. To create networks that improve the pathway of care for clients referred to the Team.
- Participate in all clinical governance and audit developments including post registration education, training and continuing professional development.
- Contribute to Care and Treatment, reviews as well as multi-disciplinary and multi-agency meetings.
- To maintain accurate and timely clinical records and to co-ordinate and monitor those of staff you supervise.
- Participate in Continuous Quality Improvement and audit developments including post registration education, training and continuing professional development.

**Education**

- Responsible for providing formal and informal training on Learning Disabilities promotion to statutory and non-statutory services.
- Responsible for the provision of staff induction, mentorship/preceptorship and clinical supervision to professional colleagues as appropriate.
- To undertake the supervision and training of students
- To undertake the supervision and training of junior members of staff.

**Organisational**

- The post holder is required to understand their responsibility for respecting and promoting issues of equality diversity and rights in accordance with good practice and legislation and support the team to adhere to these.
- To support the Team Coordinator and Physical Health Clinical Lead to ensure the service meets the Trust objectives in relation to Key Performance indicators (KPI's), financial targets and quality initiatives.

**6. Skills Required for the Post****Clinical skills**

- Experience and training in learning disabilities.
- Specialist knowledge and understanding of the barriers to accessing physical healthcare for people with learning disabilities
- Experience in assessing and managing health risks within a range of settings.
- An understanding of the impact of physical healthcare needs on people with learning disability.
- Knowledge of the complexity of managing unmet physical health care for people who present with behaviours of concern.
- Experience of working within the principles of the Mental Capacity Act considering capacity to consent and working in a person's best interest.

**Communication and relationship skills**

- Always act in a respectful and responsible manner with service users, carers and colleagues, using appropriate language and communication skills, which acknowledge barriers to understanding, cultural differences and diversity.
- Act as an advocate, support service users through their care both physically and psychologically to achieve expected outcomes, explaining care, treatment and associated risks (complex information) motivational, negotiating, empathic and re-assurance skills to support service users through their recovery period.
- Ability to present complex information in a clear and accessible format as required to a range of individuals with differencing levels of understanding including service user groups, carers, providers, and other professionals.
- To provide supportive and sensitive communication, written and verbal advice to service users, carers and staff, whilst demonstrating an understanding of the nature and effects of some information and of barriers to effective communication e.g., sensory or cognitive impairment and unrealistic expectations whilst being considerate of client confidentiality.
- Develop and maintain communication (sensitive, complex and contentious) with other teams, external agencies, in order to promote good client care
- To confidently convey complex written and verbal information on both clinical and non-clinical issues and to support the development of these skills with individuals within the team.

- Act as an advocate, support service users through their care programme both physically and psychologically to achieve expected outcomes, explaining care, treatment and associated risks (complex information).
- Maintain strict confidentiality of complex and sensitive client information at all times.

### **Analytical and judgment skills**

- Ability to use own knowledge and skills to make sound clinical judgments based on complex information.
- Ability to articulate and justify clinical decision making process.
- Ability to contribute to analysis and interpretation of statistics and performance related data to support quality and improvement
- Excellent listening skills, able to interpret information from a range of sources and condense information into clear and coherent material.
- Ability to judge clinical risk both as part of MDT working and when delivering direct clinical interventions.
- An enhanced understanding of the Mental Capacity Act 2005 and to support its application with multiple health agencies.
- Develop and complete risk assessments, analysing and comparing complex information and deciding the most appropriate approach to implementing care plans, agreeing objectives with service users and carers.

### **Planning and organisational skills**

- Ability to work autonomously and as part of the wider team.
- Time management within a service with competing demands and the dual responsibilities of the post.
- Ability to prioritise work load and delegate to others appropriately.
- Work collaboratively to promote a team based approach whilst also taking responsibility for own practice.
- Ability to present complex information in a clear and accessible format as required to a range of individuals with differencing levels of understanding including people with a learning disability, family carers, care providers, GPs, adult social care and other health professionals.
- The ability to negotiate with people with a learning disability, family carers, care providers, GPs, adult social care and other health professionals to ensure all parties agree complex care plans across multiple services and organisations to ensure the service user receives diagnosis and treatment that meets their complex, comorbid health conditions.

### **Physical skills**

- Ability to travel around the county independently to support service user needs, attend a range of meetings as required including attending meetings, hospitals and trust wide events.
- Ability to use IT to input onto clinical systems and produce information re service and clinical information.

## **7. Responsibilities of the Post Holder**

### **Responsibilities for direct/indirect service user care**

- Support clinicians and partner agencies to meet the physical healthcare needs of adults with learning disabilities referred to the service.
- Contribute to case conferences, planning meetings, reviews and best interest meetings, supporting service users and carers to engage with services and contribute to their care.

- Accept ongoing accountability for service users for the duration of their referral.
- To hold and manage a delegated caseload and supervise and/or mentor junior staff and learners as required in the provision of direct/indirect nursing care.

#### **Responsibilities for policy and service development implementation**

- To work as part of the multi-disciplinary team to promote best practice and support the ongoing development of the service.
- Comply with and carry out safe practice in accordance with Trust policies and procedures, appropriate Codes of Conduct, the Mental Health Act (1983), Mental Capacity Act (2005), The Equality Act (2010) and other relevant national and local guidance
- To implement policies and/or changes to their own area of work as well as contribute to the development of policies, procedures and developments across the Service.
- To be an active member of working groups across the learning disability contributing to the service development.

#### **Responsibilities for financial and physical resources**

- To be responsible for the security, care and maintenance of equipment ensuring standards of infection control and health and safety are met.

#### **Responsibilities for human resources (including training)**

- To provide both formal and informal training, health promotion and advice to service users, carers, and families regarding their learning disabilities and physical health needs.
- To provide ongoing training to GP practices and acute settings on learning disabilities and physical health needs
- To actively participate in the delivery of training opportunities for staff and students, including those from other teams and disciplines.
- To provide high quality practice placement education for nursing students acting as a mentor as required.
- To promote a learning environment and culture within the clinical team and wider service
- To identify own training and development needs and those of junior nursing staff, including the development of competencies and to attend key in-service courses and conferences as required
- To maintain own continuing professionals development and use reflective practice to evaluate and update current practice.
- Day to day co-ordination, management and supervision of staff.
- To participate in the recruitment and selection of staff.

#### **Responsibilities for information resources**

- To support junior staff to ensure all information is correctly reported to Trust standards.
- To maintain up to date and accurate case-records in line with NMC and HCPC standards and local Trust policies.
- To share information with others, observing confidentiality and data protection guidelines.
- To gather and activity update data, accurately and regularly, in line with local Trust guidelines.

#### **Responsibilities for research and development**

- Participate in audit and research as required and contribute to quality improvement initiatives, policy review and practice development.
- Responsibilities for direct/indirect service user care

## **8. Freedom to Act**

- Organise own time and prioritise service user care in accordance with need.
- Manage delegated caseload and supervise staff as required in the provision of direct/indirect nursing care.
- To be accountable for own professional practice and recognise own professional boundaries raising concerns to the Team Coordinator/Clinical lead physical health.

## **9. Effort & Environment**

### **Physical effort**

- To have due regard for own personal safety and that of service user / carers, to have regard for moving and handling regulations and to ensure the safe positioning of self and others.
- Light physical effort required, e.g. driving long distances and carrying equipment on an ad hoc basis.
- To develop and use skills in supporting service users with learning disabilities e.g. behaviours of concern, profound, multiple and sensory disabilities
- Frequent and extended periods of sitting and/or standing when either working at a computer or meeting with service users.

### **Mental effort**

- To be flexible to the demands of the service/environment, including unpredictable work demands and deadlines.
- Frequent concentration required for report writing and planning with unpredictable interruptions.
- Frequent concentration for complex assessment, interventions and liaisons.
- Ability to prioritise and work to tight deadlines.
- Frequently required to multi-task.
- To prioritise own work, balancing other service user related and professional demands.
- Frequent use of highly complex communication skills to enable reasonable adjustments for adults with a learning disability to access physical healthcare

### **Emotional effort**

- Liaising with adults with a learning disability, their carers and families to provide reasonable adjustments in order to access primary and acute physical health services.
- To maintain sensitivity at all times to the emotional needs of service users and their carers, particular especially when sharing potentially distressing information.
- Frequently dealing with service users who have potential distressing safeguarding history.
- Challenging care dynamics within care settings, including senior medical staff.
- Respond to behaviours of concern demonstrated by service users during health care episodes.
- Able to manage the emotional consequences of working in distressing conditions, where service users are experiencing pain, severe ill-health, and palliative care.

### **Working conditions.**

- Exposure to behaviours of concern, including heightened risk due to unpredictability of service users, unfamiliar environments, distressing news and reactions to health care procedures.
- Exposure to highly unpleasant working conditions related to service users accessing physical health services, for example adhering infection prevention and control in community and acute settings, behaviours of concern, body fluids, infection, physical environments.



- Frequent lone working.
- Frequent visits to a range of residential care homes, supported living schemes, service user homes and in-patient locations county wide.

## 10. Equality and Diversity

All staff through their behaviours and actions will ensure that our services and employment practices are respectful of individual needs and differences including those characteristics covered by the Equality Act 2010 (Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex and Sexual Orientation).

## 11. General

You must uphold the Trust's Purpose, Vision and Values:

**Our Vision** - To support people to live well in their communities

### Values

**Compassion-** Acting with kindness

**Pride-** Being passionate about what we do

**Integrity-** Leading by example

**Valuing everybody-** Using an inclusive approach

**Innovation-** Aspiring for excellence in all we do

**Collaboration-** Listening to each other and working together

### Behaviours

Treating people with respect, showing empathy and a desire to be helpful.  
Paying attention to others and listening to them.  
Responding appropriately, being mindful of the language we use to do this.

Challenging poor practise.  
Being a service user and carer advocate.  
Recognising and praising good care.

Doing what I say I am going to do.  
Being honest.  
Taking responsibility for my actions.

Supporting every person however different to me to achieve their best.  
Challenging discrimination and supporting others to understand why it is everybody's business to do this.  
Recognising and challenging my own assumptions.

Using service improvement methodology.  
Learning with people who use our services, research, best practise and evidence.  
Sharing the learning internally and contributing to research where relevant.

Working in partnership to promote recovery, supporting and encouraging independence.  
Working as one team.  
Valuing lived experience as an equal partnership.

In addition you must:

- Highlight concerns in accordance with the Trust's Whistleblowing Policy where it is felt poor practice or general wrongdoing has not been dealt with appropriately. Staff may make such disclosures without fear of criticism or retribution.
- Maintain an awareness of information governance and information security to ensure compliance with LPFT Records and Information Policies.
- Participate in performance review, supervision and undertake mandatory training and personal development as required of the post
- Take personal responsibility for your own Health and Safety at work in accordance with Trust Policies and Procedures, in particular Security, Health and Safety and Risk Management
- Be committed to safeguarding and promoting the welfare of children, young people, vulnerable adults and people experiencing domestic abuse, both as service users and visitors to Trust premises. All staff have an absolute responsibility to safeguard and promote the welfare of children and adults. The post holder, in conjunction with their line manager, will be responsible for ensuring they undertake the appropriate level of training relevant to their individual role and responsibilities. They must be aware of their obligation to work within and do nothing to prejudice the safeguarding policies of the Trust.

This job description is not exhaustive and as a term of employment you may be required to undertake such other duties as may reasonably be required.

**PERSON SPECIFICATION**

<b>JOB REQUIREMENTS</b>			
	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>HOW ASSESSED (eg Application Form, Interview Test, Reference etc)</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>1st Level Registration (NMC, HCPC, RNLD, RMN, RGN) or Allied Health Professional registration.</li> <li>Mentorship Module.</li> <li>Evidence of specialised continued professional training (degree level) in related clinical practice.</li> <li>Evidence of continuing professional development demonstrating a higher level of clinical practice within this specialist field.</li> </ul>	<ul style="list-style-type: none"> <li>Leadership training</li> <li>Teaching qualification</li> <li>Post graduate training in Learning Disabilities</li> </ul>	Application form and interview
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience, or an interest of working with adults with learning disability.</li> <li>Experience of working with people with Complex Physical Health needs within community or acute health care settings.</li> <li>Experience of working with people with complex needs, behaviours of concern.</li> <li>Experience of managing dynamic risk within a health care setting.</li> <li>Experience of providing management and clinical supervision.</li> <li>Working knowledge of the Mental Health Act, Mental Capacity Act, Safeguarding and other relevant legislation relevant to the client group.</li> <li>Experience of undertaking clinical assessments.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of conflict management within a professional setting.</li> <li>Experience working with adults with learning disability</li> <li>Involvement in audit/research and quality initiatives</li> </ul>	Application form and interview
<b>Skills &amp; Competences</b>	<ul style="list-style-type: none"> <li>Sound knowledge of Learning Disabilities and Physical Health Care including NICE guidance and the application of reasonable adjustments under the Equality Act 2010</li> <li>Sound knowledge of the MCA, DoLs and Safeguarding.</li> </ul>	<ul style="list-style-type: none"> <li>Be able to apply the principles of PBS (Positive Behavioural Support)</li> </ul>	Application form and interview

	<ul style="list-style-type: none"> <li>• Highly developed clinical reasoning skills.</li> <li>• Sound knowledge of clinical/risk assessment and understanding of Information Governance principles.</li> <li>• Highly developed communication skills.</li> <li>• Highly motivated &amp; able to engage with service users &amp; carers to improve outcomes.</li> <li>• Ability to work independently.</li> <li>• Effective problem solving.</li> <li>• Able to work with service users who present with a degree of challenge.</li> <li>• Delegation whilst maintaining overall responsibility for service users care, where appropriate.</li> <li>• Demonstrate the ability to lead a clinical team.</li> <li>• Highly motivated &amp; able to engage with service users &amp; carers to improve outcomes.</li> <li>• Ability to work independently and collectively.</li> </ul>	<ul style="list-style-type: none"> <li>• Alternative communication skills e.g. Makaton, BSL</li> </ul>	
<b>Special Requirements</b>	<ul style="list-style-type: none"> <li>• Current Driving license or the ability to travel throughout the county in a timely way to meet service requirements.</li> <li>• Able to work flexibly to meet the needs of service users including weekend/out of hours work as required.</li> <li>• Able to respond and adapt to change.</li> </ul>		Application form