

## JOB DESCRIPTION

### 1. General information

JOB TITLE: Advanced Primary Care Mental Health Practitioner

GRADE: Band 7

DIRECTORATE: Bromley Mental Health Directorate

HOURS OF WORK: 37.5

RESPONSIBLE TO: Dupsey McCarthy  
Primary Care Network Service Lead

ACCOUNTABLE TO: Bromley Director of Mental Health

BASE: Carlton Parade, CMHT Bromley

At Oxleas NHS Foundation Trust, we offer a wide range of NHS healthcare services to people living in South-East London and to people in prison across England. Our wide array of services includes community health care, such as district nursing and speech and language therapy, care for people with learning disabilities and mental health such as psychiatry, nursing, and therapies.

Oxleas is a great place to work. It has been recognised as one of the Top 10 Best Places to Work 2023 by the Sunday Times amongst very big employers. Our staff survey results show that we are in the Top 5 in England and the highest in London for staff experience amongst similar trusts.

*"We are always delighted to welcome new colleagues to the Oxleas family. We care about making Oxleas a great place to work - it's a big priority in our strategy. Come and join us - it's a place where our values, teamwork, equity, and wellbeing matter and where you can really help to improve people's lives."*

Ify Okocha  
Chief Executive

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care. Our values are very important to us. They help Oxleas to be a great place to work.

## 2. Overview of the Post

We are looking to appoint a skilled and motivated Mental Health Practitioner to work in one of the four Primary Care Network (PCN) across Bromley. This is a role appointed under the Additional Roles scheme designed to work closely with general practice (GP's, Nurses, Clinical Pharmacists, Social Prescribers, and other practice staff...). This is a service that is rapidly developing. Bromley PCNs now have a Mental Health Practitioner as a named clinician for the GP practices within that locality. Each Mental Health Practitioner works alongside a multi-disciplinary team within the developing Local Care Networks including GP's, Nurse Practitioners, Clinical Pharmacists, Social Workers, Adult Social Care services, Trusted Partners, and the wider Voluntary Sector. This exciting opportunity allows for the successful post holder to be at the forefront of this dynamic new model of delivering mental health care within Primary Care. There will be a clear focus on prevention, early detection, and intervention.

## 3. Key Task and Responsibilities

The post holder will work with all relevant community partners to:

Improve the lives of people with mental ill health by minimising the impact of their condition through the delivery of an excellent, compassionate services to promote the recovery and well-being of patients and their carers/families.

Support the delivery of PCN DES contract priorities including supporting the improvement of physical health for people with serious mental illness (SMI)

Facilitate the interface between primary care and secondary mental health services to provide specialist advice and support, assessment, treatment, education, and solution-focused approaches to the local primary care teams, for patients and carers.

Offer expertise in networking and navigation to promote ease of access to a range of specialist mental health support services. This ensures that each person, once assessed, receives the best possible care in the right place at the right time and by the right supporting service.

Accept referrals direct from primary care via an agreed route, promote early assessment / treatment, and ensure robust relationships and links with other community-based services.

Be a dedicated support for primary care, providing timely advice to GP practice staff.

Work with adults (18+) whose mental health needs can be best met within primary care and whose difficulties are best understood within a biopsychosocial model.

Follow up on SMI patients.

### **Management responsibilities**

The post holder will contribute to delivering and co-developing the primary care mental health service model. This includes care pathways for the provision of integrated mental health care in a designated PCN within the borough of Bromley.

The post holder will be responsible for providing specialist mental health care and interventions to patients within the PCN. This includes using a high level of assessment to understand needs, treatment options, and refer appropriately onto teams across the health, voluntary sector and social care system to enhance the patient experience while going through the care pathway.

It is crucial that the post holders develop an effective and close working relationships both within the PCN and other providers for local mental health services. Post holders will work across in GP Practices and Oxleas sites in Bromley thus providing specialist interventions at Primary Care level including evidence-based interventions risk and care assessing.

### **Leadership**

Appropriate UK Professional registration.

Working knowledge of current issues/agendas

Provision of supervision, mentorship, and leadership for junior staff

Experience of multi-professional collaboration including working partnership with other statutory and voluntary organisations.

Role of Mental Health Specialist within Primary Care setting.

### **Clinical**

Well developed mental health clinical skills in assessment of needs/risks to ensure excellence and safety in the provision of specialist mental healthcare. Provision of supervision, mentorship, and leadership for junior staff where needed.

**Research**

Participation in identified research by Oxleas/Primary Care NHS England tasks as directed including research, audit, data, and activity statistics.

**Communication**

Collaboration between Oxleas, Primary Care and all other relevant agencies.  
Maintaining comprehensive and timely electronic clinical records and documentation across Oxleas and Primary Care systems ensuring confidentiality is always maintained.  
Report writing as required.

**On Call/Unsocial Hours**

This post does not require on call or unsocial hours of working

***The following statements are mandatory for all job descriptions:***

### **Terms and Conditions**

The post holder is subject to the terms and conditions of OXLEAS NHS FOUNDATION TRUST. This Job description gives an outline of the post and is subject to review in consultation with the post holder.

### **Confidentiality**

The Post holder must maintain the confidentiality of information about patients, staff, and other health service business in accordance with Trust Policy.

### **Risk Management**

The Post holder will ensure compliance with the Trust's risk management policies and procedures. These describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm and stress and that all staff have a responsibility to minimise risk.

### **Infection Control**

All staff are required to be familiar with the Trusts infection control policies, and national guidance in relation to infection control. All staff whose normal duties are directly or indirectly concerned with patient care must ensure that they complete mandatory infection control training and are compliant with all measures known to be effective in reducing Healthcare Associated Infections.

### **Equality, Diversity and Human Rights**

Oxleas is an organisation which values difference and promotes equality, diversity, and inclusion. Our Equality and Human Rights Policy and Strategy are designed to ensure that all our staff (including agency, bank, students, volunteers, and contractors) as well our service users, carers and members of the public are treated with dignity and respect. The Trust policies, procedures and practices are reviewed regularly to ensure that everyone who falls under the list of Equality Act 2010 protected characteristics does not suffer discrimination, either directly or indirectly. The current list of protected characteristics includes Age; Disability; Gender Re-Assignment; Marriage and Civil Partnership; Pregnancy & Maternity; Race; Religion and Belief; Sex and Sexual Orientation.

### **Health & Safety**

All staff must be aware of the responsibility placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients, and visitors.

### **Professional and NHS Codes of Conduct**

You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the 'Code of Conduct for NHS Managers' and 'Standards of Business Conduct for NHS Staff'.

**Safeguarding**

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

**Financial Management and Control of Resources**

All staff are responsible for the security and the property of the Trust, avoiding loss or damage and being economical and efficient in the use of resources. Staff are required to act in accordance with the rules and regulations as described in the Trust's Policy relating to the Financial Management and Control of Resources'.

**Customer Care**

It is the aim of the Trust to provide patients and clients with the best possible care. All staff are required to put the patient/client first and do their utmost to meet requests and needs courteously and efficiently.

**Personal/Professional Development Planning/Mandatory Training**

All staff should have a personal development plan and in conjunction with their manager, should actively determine and pursue agreed training and development needs and opportunities. All staff are required to attend mandatory training as designated by the Trust.

**Sustainability**

Demonstrate social and environmental responsibility and help establish Oxleas NHS Foundation Trust as a sustainability leader. Collaborate to contribute to or lead change management towards Oxleas NHS Foundation Trust goal of reaching Net Zero by 2040 as stated in the Green Plan.

**No Smoking**

Oxleas NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.

### 3. Our Values

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care.

Our values are very important to us. They help Oxleas to be a great place to work. We want everyone who works at Oxleas to live our values and we will expect this of all our new joiners.

Our Values and Behaviours framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust Website: [Our values - Oxleas NHS Foundation Trust](#)



Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name

**Note:**

**Please attach an organisational chart alongside, a person specification, and Job Description.**

## PERSON SPECIFICATION

JOB TITLE: Advanced Primary Care Mental Health Practitioner

DEPARTMENT: Adult Community Mental Health Services

GRADE: AFC Band 7

Education/Qualifications	How measured
<p>Professional qualification in Mental Health Nursing (RMN)</p> <p>Current NMC registration</p> <p>Evidence of continuous professional development</p> <p>Educated to Degree level or equivalent experience.</p> <p>Recognized Post Graduate clinical or leadership qualification relevant to the role.</p>	<p>Interview</p> <p>Application Form</p> <p>Proof of qualification and professional registration</p>
Experience	
<p>Minimum 5 years post registration experience of working with people with mental health needs.</p> <p>Community experience in mental health services for adults and older age adults with severe / significant mental illness</p> <p>Minimum 5 years post registration experience of working with people with mental health needs.</p> <p>Experience of providing a range of evidence-based interventions to people with a variety of mental health</p>	<p>Interview</p> <p>Application Form</p>

<p>problems and serious mental illness</p> <ul style="list-style-type: none"> <li>• Considerable experience in the assessment and management of clinical risk.</li> <li>• Experience in physical health assessment for people with mental health needs.</li> <li>• Experience of effective collaborative working in partnership to deliver holistic health and social care outcomes. Evidence of Interdisciplinary / multi-agency working experience including primary care and community/ voluntary sector</li> </ul>	
<p><b>Skills/Abilities/Knowledge</b></p>	
<ul style="list-style-type: none"> <li>• Excellent communication and writing skills and an ability to communicate clearly.</li> <li>• Able to demonstrate commitment to high quality care and service provision.</li> <li>• Possesses high level of IT skills including word, outlook, excel and power point.</li> <li>• Ability to prioritise workload effectively, meeting expected deadlines.</li> <li>• Excellent analytical and decision-making skills.</li> <li>• Advanced interpersonal skills demonstrating the ability to communicate and work with a wide range of professionals across traditional service interfaces.</li> <li>• Ability to work effectively under pressure.</li> <li>• Ability to manage change and deal with conflict / stressful situations.</li> <li>• Effective negotiation skills.</li> <li>• Ability to produce and present clear reports.</li> </ul>	<p>Interview Application Form</p>
<p><b>Effort and Environment</b></p> <ul style="list-style-type: none"> <li>• Ability to frequently work under pressure and maintain intense concentration, particularly in unpredictable situations where there will be exposure to highly</li> </ul>	<p>Interview Application Form</p>

<p>distressed patients and relevant others.</p> <ul style="list-style-type: none"> <li>• Ability to meet performance deadlines.</li> <li>• Commitment to equal opportunities</li> <li>• Ability to accept constructive feedback.</li> <li>• Self-motivated, able to work autonomously and independently with confidence when required.</li> <li>• Exercise initiative, flexibility and tact and self-awareness</li> <li>• Willing to use peer and group supervision creatively.</li> <li>• Be able to work flexibly if required.</li> </ul> <p>Be aware of the limitations in your competencies and seek appropriate senior advice and leadership guidance.</p>	
<p><b>Other Requirements</b>  <b>Essential: Car driver.</b>  E.g., driving, on call arrangements</p>	<p>Interview</p>

*NB These are not definitive lists if there are any others specific to a post, please add to the form which should then be signed by the line manager and post holder alongside the Job description.*

Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name