

# Role Profile

## Part A - Grade & Structure Information

<b>Job Family Code</b>	<b>10SW</b>	<b>Role Title</b>	<b>Approved Mental Health Professional (AMHP)</b>
<b>Grade</b>	PS10SC	<b>Reports to (role title)</b>	<b>Service Manager/ Senior Approved Mental Health Professional (SAMHP)</b>
		<b>Directorate</b>	<b>Adult Social Care</b>
<b>JE Band</b>	371-438	<b>Service</b>	<b>Mental Health</b>
		<b>Team</b>	
		<b>Date Role Profile was created</b>	<b>March 2017</b>

## Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

<b>Role Purpose</b> including key outputs	<p>To lead on and complete holistic assessments of the social care needs of individuals by working in line with the Integrated Care and Health Pathway and in partnership with individuals, carers, professional staff in other agencies and service providers to establish arrangements and services that meet their assessed needs and promote independence, choice and control.</p> <p>To manage a caseload of individuals and carers who require additional support or guidance in order to identify their needs and who may need close monitoring or frequent review or interventions to minimise and manage risk, or where best interest decisions may be required.</p> <p>As practitioners within the teams, the AMHP is expected to understand the recovery model and promote this way of working with people who use services/carers. They are also expected to promote this model of working with health colleagues and support their practice when necessary.</p> <p>The role holder will carry out assessments and reviews of individuals, carers and families who need specific support, protection or advice to ensure that their needs are met and they are safeguarded.</p>
<b>Work Context</b>	<p>The post will be based in a geographical area and the post holder will be required to work in both community and hospital settings. They will be part of a team and will be accountable to, and supervised by a Senior Approved Mental Health Professional/Service Manager.</p> <p>Role holders will have direct contact with the public by telephone and visiting them in their own homes or care settings, across a wide geographical area.</p> <p>AMHPs will be expected to work with any combination or all of the following care groups: older people, people with physical, sensory, cognitive impairments, people with a learning disability, and people with mental health needs.</p> <p>Promoting independence, choice and control is at the heart of this role. Therefore role holders will work in a person-centred way proactively seeking to empower individuals, their families and carers to maximise their potential for independence.</p> <p>Cases held may present with particular complexities because of legal issues, statutory requirements or differing views of family or other professionals.</p>

<b>Line management responsibility</b>	No direct line management responsibility but will have supervision responsibility for assistant practitioners and / or level 1 practitioners and provide support, advice and guidance to less experienced colleagues.
<b>Budget responsibility</b>	No direct budget responsibility, but will make recommendations for the provision of services in line with the budget determined according to assessment of needs, and advises less experienced staff on budget and costs of services where appropriate.
<b>Representative Accountabilities</b> Typical accountabilities in roles at this level in this job family	<p><b>Casework Management</b></p> <ul style="list-style-type: none"> <li>• Take professional responsibility for managing a complex caseload which will include individuals, children, carers and families who require support and guidance.</li> <li>• Demonstrate confident and effective judgement about risk and accountability in decision-making and be able to sustain engagement with fluctuating circumstances and capacities, including where there is hostility and risk.</li> </ul> <p><b>Assessment and Review</b></p> <ul style="list-style-type: none"> <li>• Use assessment procedures discerningly in response to the presenting needs and to ensure that a proportionate assessment is completed in a way that enables maximum participation.</li> <li>• Use professional judgement, employing a range of interventions: promoting independence, providing support and protection, taking preventative action and ensuring safety whilst balancing rights and risks.</li> </ul> <p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>• Take the lead in managing positive interventions that prevent deterioration in health and wellbeing whilst safeguarding people at risk of abuse or neglect.</li> <li>• Undertake assessment and planning for safeguarding in more complex cases, and support colleagues by utilising safeguarding skills, in line with current policies and procedures.</li> </ul> <p><b>Staff Development</b></p> <ul style="list-style-type: none"> <li>• Play a leading role in practice development, help promote and sustain a learning culture and mentor less experienced staff.</li> <li>• Deliver formal professional reflective supervision and provide guidance and advice regarding casework to less experienced qualified staff.</li> <li>• Where required, take the role of practice educator (or train as a practice educator) for students and the role of ASYE assessor and supervisor for newly qualified social workers in the team.</li> <li>• As part of the supervision and appraisal process provide support with personal and professional development.</li> </ul> <p><b>Data Quality</b></p> <ul style="list-style-type: none"> <li>• Take professional and personal responsibility for clear recording of analysis and judgements, maintaining up to date case work records on the database as required by Surrey County Council.</li> <li>• Take responsibility for working within the Directorate's data protection policies.</li> </ul> <p><b>Duties For All</b></p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality &amp; Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, safety and welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.</p>

<b>Education, Knowledge, Skills &amp; Abilities, Experience and Personal Characteristics</b>	<ul style="list-style-type: none"> <li>• Relevant professional qualification and Health and Care Professions Council registration where required.</li> <li>• In depth and up to date applied knowledge of relevant national and local policy, statutory guidance and legislation in relation to the provision of social care services.</li> <li>• Understanding of the principles of confidentiality and information governance and how these apply to social care.</li> <li>• Understanding of diversity and how it affects practice.</li> <li>• Ability to communicate appropriately and in a timely way with individuals, carers families, other professionals and team members which is clear, fluent, concise and jargon free and in a courteous calm and professional manner. This includes both verbal and written communication.</li> <li>• Ability to effectively engage with people in complex situations both short-term and building professional relationships over time.</li> <li>• Ability to engage in difficult conversations in challenging situations and with people who may be resistant.</li> <li>• Ability to routinely explain professional reasoning, judgements and decisions made and record these in a clear concise way.</li> <li>• Ability to make skilled professional judgement for interventions including in crises and in response to challenge.</li> <li>• Ability to understand and take account of differentials in power, and use authority appropriately.</li> <li>• Ability to develop partnership relationships in order to work effectively in a multi-agency and multi-disciplinary environment, demonstrating mutual professional regard and a collaborative approach to person centred working.</li> <li>• Competent in the use of basic IT skills.</li> <li>• Competent use of basic numeracy skills and the ability to contribute to monitoring discussions regarding the use of budgets and resources.</li> <li>• Experience of providing professional reflective supervision.</li> </ul>
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<p><b>Details of the specific qualifications and/or experience if required for the role in line with the above description</b></p>	<ul style="list-style-type: none"> <li>• Professional social work qualification as an Approved Mental Health Professional and HCPC registered with substantial post qualification/registration experience in a relevant health or social care setting.</li> <li>• Applied knowledge of the Mental Capacity Act 2005, and detailed working knowledge and understanding of relevant national and local policy and statutory guidance and legalisation in relation to the provision of social care services.</li> <li>• Ability to work in line with accountability frameworks and to identify issues that fall outside of established policy.</li> <li>• A comprehensive understanding of common health conditions, associated impairments and the disabling barriers individuals may experience.</li> <li>• Ability to demonstrate insight and a developed understanding of the circumstances of people with variable, unstable or challenging mental health social care needs.</li> <li>• Evidence of competence in the use of the recovery model.</li> <li>• Ability to demonstrate skilled use of multi-disciplinary assessment methods relating to people with different needs and impairments, in order to reduce risks, carry out community care and carer assessments, and maximise the opportunities for reablement.</li> <li>• Ability to identify the need for, and carry out, mental capacity assessments and best interest decisions under the Mental Capacity Act.</li> <li>• Proven success in managing complex and challenging casework for Mental Health clients, including different care groups.</li> <li>• Experience of procuring or commissioning services, and reviewing quality and outcomes for people.</li> <li>• Experience of carrying out safeguarding investigations and substantial experience of following safeguarding procedures.</li> <li>• Experience of creative problem solving and the ability to identify service improvement initiatives.</li> <li>• A commitment to improving practice standards, including maintaining professional registration, undertaking in-house training and developing higher-level competencies.</li> <li>• Have a valid driving licence to drive in the UK and access to an insured vehicle and be willing to travel across a wide geographical area in accordance with the needs of the role.</li> </ul>
<p><b>Role Summary</b></p>	<p>Roles at this level provide professional social work and other support to individuals, children, their families and carers living in Surrey in line with the requirements of current, relevant, national legislation and local policies and procedures. Using professional judgement, employ a range of interventions promoting choice, control and independence. They demonstrate expert and effective practice in complex situations, assessing and managing higher levels of risk, striking a balance between support and control, liaising with a wide range of professionals, including more senior levels.</p>