

## JOB DESCRIPTION

<b>Job Title:</b>	Approved Mental Health Professional		
<b>Directorate:</b>	People Directorate	<b>Salary:</b>	£49,590 - £50,615 plus £663 London Weighting for newly qualified; £51,643 - £52,672 plus £663 London Weighting for qualified 2 years+
<b>Section:</b>	CMHT Adults	<b>Grade:</b>	BG-D SCP 43-44 newly qualified; BG-D SCP 45-46 for qualified 2 years+
<b>Location:</b>	Church Hill House	<b>Work Style:</b>	Flexible

### Key Objectives of the role

To work as an Approved Mental Health Professional (AMPH) in the Community Mental Health Team, participating in the AMHP rota and undertaking assessments under the Mental Health Act 1983 on behalf of Bracknell Forest Borough Council. The Community Mental Health Team is a multi-disciplinary service offered in partnership with Berkshire Healthcare NHS Foundation Trust and Bracknell Forest Council.

In addition, the post holder will manage a caseload of individuals (Care Co-ordination) with complex and enduring mental health needs. Complete assessment of needs/eligibility and assess risk in accordance with policy and procedures to safeguard people from harm.

The purpose of the team is to ensure that where people request information, are referred for assessment or for a service, they receive a courteous and timely response, receive appropriate support to identify their needs, and have eligible needs met in ways that enable maximum choice and control, this includes carers.

In the main, people receiving support through the team will be people who have mental health needs. The team works closely with colleagues in the NHS to ensure that needs are met holistically and in ways most appropriate to the person and their family & carers.

The role of the AMHP will include working with people who have complex care needs, to coordinate the identification of those needs, and develop support plans to meet those needs, maximising choice, control and independence. There will be a focus on working with people whose support arrangements are more complex, or to comply with a specific legal framework. The AMHP will also participate in the AMHP rota and will carry out assessments under the Mental Health Act 1983.

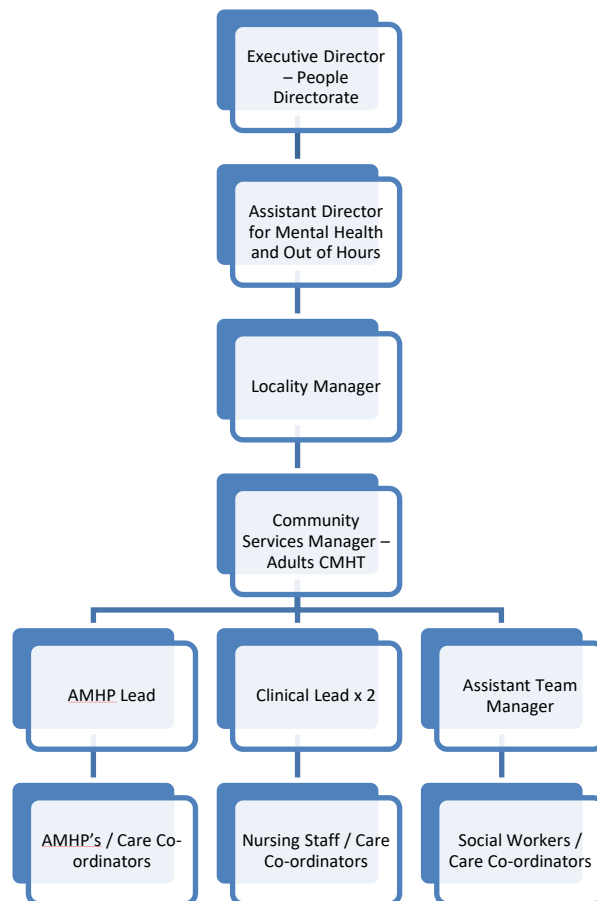
- To work as an approved Mental Health Professional, participating in the AMHP rota and undertaking assessments under the Mental Health Act 1983 on behalf of Bracknell Forest Council.

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- To assess eligible needs under the Care Act 2014
  - To carry out assessments under the Mental Capacity Act 2005
  - To support people with eligible needs to assess their own needs and develop a person-centred plan of support, working together with carers, family and friend networks, health professionals and the voluntary sector.
  - To have responsibility for reviewing safeguarding referrals, including carrying out investigations, completing risk assessments, chairing meetings (where necessary) and ensuring that action plans are effective in keeping people safe.
  - To hold a caseload of individuals with complex Health and Social Care needs

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### Designation of post and position within departmental structure

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## Daily and monthly responsibilities

1. To undertake assessments under the Mental Health Act 1983 and participate in the AMHP rota.
2. To undertake and fulfil your statutory duties under the Mental Health Act 1983(2007), and the amendments in the Police and Crime Act 2017, ensuring all requirements of the associated legislation including case law are considered and applied.
3. To carry out assessments under the Care Act 2014 and Mental Capacity Act 2005 and develop support plans with people
4. To respond to safeguarding concerns and undertake safeguarding investigations
5. To carry a caseload of adults with sever and enduring mental illness, acting as care co-ordinator within a CPA framework.
6. Work with people, including advocates and carers, to develop person-centred support plans designed to meet needs in ways that maximises independence, choice and control, and are legal and affordable.
7. To establish good clinical and management practices ensuring high standards of care using community or other available resources.
8. To advise colleagues and others on the use of the Mental Health Act and good practice in relation to this. This may include the need to write reports for Tribunals or Ministry of Justice.
9. To take responsibility for safeguarding investigations and in addition to act as the decision maker, this may include chairing safeguarding meetings.
10. To participate and make optimum use of supervision and be supported in professional development.
11. To maintain accurate electronic case records in line with the department's policies and guidelines.
12. To regularly update knowledge around all issues of social care and health and attend appropriate training, maintaining registration with the appropriate registration body.
13. To undertake such other duties as may from time to time be necessary, compatible with the nature of the post.
14. To support and work collaboratively with carers, promote user and carer empowerment and anti-discriminatory practices as well as monitoring and evaluating the quality of care given to individuals in need of support.
15. Any other duties that may be requested by the manager in order to facilitate the smooth running of the department, e.g., act as a social supervisor for restricted patients, completing social circumstances report, and attending tribunal hearing
16. Bracknell Forest Borough Council is an equal opportunities employer. The post holder is, at all times, expected to carry out his/her duties in accordance with the organisation's equal opportunities policy.

17. You are required to take reasonable care for the health and safety of yourself and other persons who may be affected by your acts or omissions at work and to ensure that statutory and departmental safety regulations are adhered to.

It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

Bracknell Forest Council offers hybrid working. The post holder is expected to work flexibly to respond to the needs of the service.

## Scope of role

To work within the budgetary constraints of the Department.

The post holder will need to organise, prioritise and balance a range of responsibilities on a daily basis. The constant challenge will be to balance the resource demands – both staff and financial – within the resources available.

To support self-assessment, indicative allocations, and personal budgets through the Council's established procedures.

AMHP / BIA responsibilities will make competing demands on post holder's time.

All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only

## PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Skills and qualifications</b>	<p>Relevant professional qualification</p> <ul style="list-style-type: none"> <li>• Degree in Social Work</li> <li>• CQSW</li> <li>• Dip SW</li> <li>• CSS</li> <li>• Approved Mental Health Professional qualification</li> </ul> <p>Safeguarding level 2</p> <p>Evidence of further skills development/ training in mental health</p> <p>Current Social Worker of England /HCPC/NMC registration</p>	<p>Training in supervision of staff</p> <p>Training to Level 3 Safeguarding</p> <p>Best Interests Assessor</p>
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<p>Up to date knowledge of Community care legislation, Mental Health Act 1983, Care Act 2014, Adult Safeguarding, Mental Capacity Act 2005 and Deprivation of Liberty Safeguards 2009, Carers' Legislation, and Personalisation / Self Directed Support.</p> <p>Minimum of at least two years post qualification experience in mental health.</p> <p>Ability to support people to complete detailed self-assessments and create imaginative support plans.</p> <p>Ability to manage complex work, including safeguarding investigations.</p> <p>Able to provide advice and support and act as Duty back-up as and when required.</p> <p>Understanding of and commitment to the requirements of safeguarding vulnerable adults and promoting their welfare.</p>	<p>Experience of supervising colleagues.</p> <p>Experience of multi-disciplinary working.</p>

<b>Work-related Personal Requirements</b>	<p>Good report writing skills.</p> <p>Computer literacy.</p> <p>Good time management skills.</p> <p>Good interpersonal skills.</p> <p>Proven ability to work with other departments and disciplines.</p> <p>Ability to self-manage and support colleagues.</p> <p>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</p>
<b>Other Work Requirements</b>	<p>A satisfactory enhanced Disclosure and Barring Service check.</p> <p>The ability to converse easily with members of the public and respond effectively to questions in spoken English</p> <p>Ability to work outside normal office hours when required.</p>
<b>Role models and demonstrates the Council's values and behaviours</b>	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.</p> <p>We make our values real by demonstrating them in how we behave every day.</p>

**All staff should hold a duty and commitment to observing the Council's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.**