



**Community Mental Health Nurse (Clinical Nurse Specialist)
Job Specification & Terms and Conditions**

Job Title, Grade, Grade Code	Community Mental Health Nurse (Clinical Nurse Specialist) (Grade Code 2301)
Campaign Reference	NRS0781
Closing Date	Monday, 14 th January 2013
Proposed Interview Date (s)	Week commencing 18 th February 2013
Taking up Appointment	A start date will be indicated at job offer stage
Organisational Area	All Health Service Executive (HSE) Areas – DML, DNE, West and South
Location of Post	<p>Please note that the panel being created from this recruitment campaign will be used to fill vacancies at all HSE sites as appropriate for the following Care Groups:</p> <ul style="list-style-type: none"> ▪ Adult and Older Adult ▪ Child & Adolescent (CAMHS) <p>There are immediate vacancies for Community Mental Health Nurse (Clinical Nurse Specialist) in the following Areas:</p> <p>HSE Dublin North East – Dublin North City</p> <ul style="list-style-type: none"> • Sectors include Blanchardstown, Finglas, Cabra and Marino/Tolka <p>HSE Dublin North East- Louth/Meath</p> <ul style="list-style-type: none"> • Dunshaughlin • Trim • Dundalk <p>HSE West</p> <ul style="list-style-type: none"> • Malloway House, Child and Adolescent Mental Health Services, Sligo.
Details of Service	<p>For current vacancy in Dublin North East – Dublin North City</p> <ul style="list-style-type: none"> • Blanchardstown • Finglas • Cabra • Marino/ Tolka <p>The locations provide a wide range of hospital and community based Adult Mental Health Services. Hospital services include the following: acute admission units in Connolly Hospital, special care low secure units, continuing care and rehabilitation in St Brendan's Hospital. Community based Mental Health Services include: Home care teams, assertive outreach, out-patient clinics, day hospital services, day centre services and residential units to include high medium and low support hostels All community mental teams are multidisciplinary in nature.</p> <p>Other nursing services within the community include, Family Therapy, Cognitive Behaviour Therapy, Bereavement Therapy and Residential Alcohol/Counselling Service</p>

	<p>For current vacancy in Louth and Meath:</p> <ul style="list-style-type: none"> • Dunshaughlin • Trim • Dundalk <p>The services provided in Louth/Meath are both hospital and community oriented. Two approved centres operate in the catchment one in St. Brigid’s Hospital, Ardee (30 acute and 20 continuing care beds) and one in Our Lady’s Hospital, Navan (25 acute beds). The services comprises of 10 adult community mental health teams with 2 teams in Psychiatry of Later Life. All community mental teams are multidisciplinary in nature. Other nursing services within the community include Home Base Teams, Assertive Outreach Teams, Community Support Team, Affective Disorder Team, Deliberate Self Harm Liaison, Clozaril Service, Cognitive Behaviour Therapy, Family Therapy, and Alcohol Addiction Counselling. The service also comprises of a number of 24 hour community residences along with day facilities. Future plans for the service include the development of a single 45 bedded acute unit consisting of care of the elderly and general adult.</p> <p>For current vacancy in HSE West:</p> <p><u>Sligo/ Leitrim</u>: The Child and Adolescent Mental Health Service provide services to 23,269 children and young people aged 0-18 years for the population of Sligo/Leitrim. The multidisciplinary team is based in Sligo and aims to provide a holistic and systemic approach to mental health problems presenting in children and young people. The Consultant Psychiatrists work in conjunction with Nursing and other staff in a service which is based around the principle of multidisciplinary team working. Practitioners who contribute to specialist CAMHS include: child and adolescent psychiatrists, psychiatric nurses, clinical psychologists, social workers, child care leaders, creative therapists (including art), play therapists, speech and language therapists and occupational therapists. Some of these professionals may also have additional psycho therapeutic qualifications including (child/analytical, systemic/family, cognitive behavioural). Administration is also a key element of any well functioning CAMHS.</p> <p>The Child and Family Service provide services to children and young people with emotional and behavioural disorders; psychiatric conditions e.g. depression, phobias, family relationship problems, developmental disorders, eating disorders etc. Liaison work with other services i.e. Paediatric hospital services, Social Work Dept., Psychology, Schools, and Intellectual Disability Services is also a vital element of work.</p> <p>A Vision for Change’ – Report of the Expert Group on Mental Health Policy (2006) and the first Report of the Working Group on Child and Adolescent Psychiatric Services (Department of Health and Children, 2001) noted that the internationally acknowledged best practice for the provision of child and adolescent services was through the multidisciplinary team</p> <p>The person appointed to this post will work within the Integrated Services Directorate; working as part of multi-disciplinary teams delivering a co-ordinated approach to client care.</p>
<p>Reporting Relationship</p>	<p>The Community Mental Health Nurse (Clinical Nurse Specialist) post holder is</p> <ul style="list-style-type: none"> • professionally accountable to the Area Director of Nursing • is clinically accountable to the Consultant Psychiatrist
<p>Purpose of the Post</p>	<p>The post of Community Mental Health Nurse (Clinical Nurse Specialist) has a pivotal role in the delivery of effective, recovery orientated, high quality, team based, integrated care for individuals with mental health problems. The purpose of the role is also to provide assessment and support the individual through the delivery of appropriate treatment and recovery orientated interventions to support care in the community working towards reduction in the need for acute hospitalisation. This may include: domiciliary visits, family support, liaison with other services .</p>

<p>Principal Duties and Responsibilities</p>	<p><u>Clinical – Direct</u></p> <p><i>The Community Mental Health Nurse (Clinical Nurse Specialist) will:</i></p> <ul style="list-style-type: none"> • Assess and manage patient care to ensure the highest professional standards using an evidence based, care planning approach in all locations of care. • Plan implement, co-ordinate and evaluate care in collaboration with the service user, the family/carer and the multidisciplinary team. • Effectively manage referrals to the team that require comprehensive assessment, education of service user and family, other health care professional colleagues and case management. • Provide a recovery orientated, person centred approach to care • Communicate verbally and / or in writing results of assessments, treatment / care programmes and recommendations to the team and relevant others in accordance with service policy. • Take cognisance of drug treatments and interactions and support medical staff with medication management • Communicate with service users, advocacy groups, families, carers and provide relevant information, education, advice, support and counselling when and where necessary. • Provide verbal and written communications • Provide appropriate treatment and recovery interventions (psychosocial, cognitive behaviour and wellness action plans) <p><u>Clinical – Indirect</u></p> <ul style="list-style-type: none"> • Provide a high level of professional and clinical leadership. • Provide safe, comprehensive nursing care to service users within the guidelines laid out by An Bord Altranais. • The CMHN will practice nursing according to: <ul style="list-style-type: none"> – Professional Clinical Guidelines – National and Area Health Service Executive (HSE) guidelines – Local policies, protocols and guidelines – Current legislation • Manage own caseload • Provide a service which optimises quality and continuity of care • Agree and establish as appropriate clear referral pathways to enhance communication, social inclusion and vocational integration. • Participate in teams / meetings, committees as appropriate, communicating and working in co-operation with other team members. • Facilitate co-ordination, co-operation and liaison across healthcare teams and programmes • Collaborate with service users, family, carers and other staff in treatment / care planning and in the provision of support, advice and education. • Maintain nursing records in accordance with local service and professional standards • Adhere to and contribute to the development and maintenance of nursing standards, protocols and guidelines consistent with the highest standards of patient care.
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- Receive and contribute to ongoing clinical supervision to support clinical practice
- Maintain professional standards in relation to confidentiality, ethics and legislation
- In consultation with professional colleagues, implement and assess quality clinical and management programmes
- Participate in clinical audit on an ongoing basis
- Initiate and participate in research studies as appropriate
- In order to maximise health improvement devise and implement Health Promotion strategies reflecting the specific needs of the individual service user.
- Operate within the scope of practice – seek support and clinical supervision from his / her manager with any cases or issues that prove professionally challenging.
- Plan discharge or transition of the service user between services as appropriate
- Ensure that the service users and others are treated with dignity and respect
- Provide information, advice and education to the public on availability of services out of hours /at times of crisis.
- Develop recovery orientated plans with service users in collaboration with professional colleagues, families and carers.
- Identify and utilise professional and voluntary resources and facilities at local and regional level

Education and Training

The Community Mental Health Nurse (Clinical Nurse Specialist) will:

- Maintain clinical and nursing competence through engaging in continuing professional development by keeping up to date with nursing literature, recent nursing research and new developments in nursing management, education and practice and to attend staff study days as considered appropriate.
- Liaise with Centres of Nurse Education, teaching and education /academic departments to provide expert education and support within the mental health services and community.
- Provide specialist and educational information / material to services users, families, carers, professional colleagues, primary care teams and community groups.
- Participate in education programmes to community groups and the public which promotes recovery, mental health promotion, social inclusion and vocational integration.
- Supervise and precept undergraduate and post graduate student nurses and foster a clinical learning environment.
- Engage in performance review processes including personal development planning as appropriate.
- Promote a culture that values diversity and respect in the workplace
- Liaise with Primary Care Teams as appropriate
- Ensure that effective clinical governance procedures are maintained and evolve according to defined needs and demands in the specialist mental health services.
- When required the Community Mental Health Nurse (Clinical Nurse Specialist) will agree to undertake the Nurse Prescribing of Medicinal Products Certificate, and achieve the requirements to become a Registered Nurse Prescriber (RNP) in

	<p>Ireland within an agreed timeframe with DON.</p> <p><u>Audit & Research</u></p> <p><i>The Community Mental Health Nurse (Clinical Nurse Specialist) will:</i></p> <ul style="list-style-type: none"> • Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways, person centred care plans. • Audit and research the service to evaluate the quality of patient care. Outcomes should contribute to the service plan, to the care of service users and families. • Ensure the views of service users and are effectively sought and integrated into the management and delivery of services • Ensure compliance with legal requirements, policies and procedures affecting service users, staff and other hospital matters • Maintain all necessary clinical and administrative records and reporting arrangements • Engage in Information Technology (IT) developments as they apply to service user and service administration. • Have a dynamic role in the development of key performance indicators and monitoring of same within services <p><u>Patient Advocate</u></p> <p><i>The Community Mental Health Nurse (Clinical Nurse Specialist) will:</i></p> <ul style="list-style-type: none"> • Act in collaboration with other members of the CMHT as a patient advocate, involving communication, negotiation and representation of service users values and decisions at all locations and meetings as appropriate. • Develop and support the concept of advocacy particularly in relation to patients participation in decision making therapy enabling informed choice of treatment options through education and information • Establish and maintain procedures for collaboration and cooperation between secondary and primary care services and professionals • Establish, maintain and improve procedures for collaboration and cooperation between vocational, social and vocational services and professionals <p>The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</p>
<p>Eligibility Criteria</p> <p>Qualifications and/ or experience</p>	<p>Candidates must have at the latest date of application:</p> <ul style="list-style-type: none"> (i) Be registered in the Psychiatric Division of the Register of Nurses kept by An Bord Altranais or be entitled to be so registered. And (ii) Have at least 5 years post registration experience in the division of the register in which the applicant is currently practicing And (iii) Have a minimum of 2 years experience in the specialist area of community <u>or</u> CAMHS And

	<p>(iv) Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice and</p> <p>(v) Must demonstrate evidence of continuing professional development and</p> <p>(vi) Must have a formal recognised post registration education relevant to his/her area of specialist practice at higher diploma level or equivalent (level 8) on the NQAI framework</p> <p>Health A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p> <p>Character Each candidate for and any person holding the office must be of good character.</p> <p>Age Age restrictions shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed application forms for the office occurs.</p>
<p>Post Specific Requirements</p>	<p>1. When required the Community Mental Health Nurse (Clinical Nurse Specialist) will undertake the Nurse Prescribing of Medicinal Products Certificate, and achieve the requirements to become a Registered Nurse Prescriber (RNP) in Ireland within an agreed timeframe with DON.</p> <p>2. Dependent on the area of service provision (i.e. CAMHS or Adult) applicants should:</p> <ul style="list-style-type: none"> • Demonstrate depth and breadth of Adult experience (incorporating both Adult and Psychiatry of Old Age). <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> • Demonstrate depth and breadth of Child & Adolescent (CAMHS) experience. <p>3. Please note other post specific requirements will be outlined for each individual post that arises, as needed.</p>
<p>Other requirements specific to the post</p>	<p>Access to transport as posts will involve travel.</p>
<p>Skills, competencies and/or knowledge</p>	<p>Candidates must demonstrate:</p> <ul style="list-style-type: none"> • Practitioner competence and professional credibility – demonstrates a high level of mental health clinical knowledge to effectively carry out the duties and responsibilities of the role. • The ability to lead on mental health clinical practice and service quality • Promotion of evidence-based decision making • The ability to plan and manage resource effectively • Effective analytical, problem solving and decision making skills • Strong interpersonal skills including the ability to build and maintain relationships and be an effective and leading multi-disciplinary team member • Effective communication and influencing skills • Initiative and innovation in the delivery of a quality service • Resilience and composure

	<ul style="list-style-type: none"> • Openness to change • Integrity and an ethical stance • A commitment to continuing professional development • The ability to relate nursing research to nursing practice • Knowledge of quality assurance practices and their application to nursing procedures • Awareness of relevant legislation and policy e.g. legislation relevant to mental health, health and safety, infection control etc. • Awareness of current and emerging nursing strategies and policies in relation to the mental health clinical area • Awareness of relevant Health Service Programmes • A willingness to develop IT skills relevant to the role
<p>Campaign Specific Selection Process</p> <p>Ranking / Shortlisting / Interview</p>	<p>A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.</p> <p><u>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</u></p> <p>Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.</p>
<p>Code of Practice</p>	<p>The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, facilities for feedback to applicants on matters relating to their application when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process and review in relation to allegations of a breach of the Code of Practice. Additional information on the HSE's review process is available in the document posted with each vacancy entitled "Code of Practice, information for candidates".</p> <p>Codes of practice are published by the CPSA and are available on www.hse.ie/eng/staff/jobs in the document posted with each vacancy entitled "Code of Practice, information for candidates" or on www.cpsa.ie.</p>
<p>The reform programme outlined for the Health Services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job Specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.</p>	



Community Mental Health Nurse (Clinical Nurse Specialist)

Terms and Conditions of Employment

Tenure	<p>The initial vacancies for this post are permanent whole time. This post is pensionable. A panel will be formed from this recruitment campaign and future permanent or specified purpose vacancies of whole-time or part-time duration will be filled from this panel. The tenure of these posts will be indicated at “expression of interest” stage</p> <p>Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.</p>
Remuneration	<p>The Salary Scale (as at 01/01/10) for the post is:</p> <p>Euro 47,089 – 47,886 – 48,559 – 49,659 – 50,874 – 52,067 – 53,260 – 54,604 – 55,852 (pro rata)</p>
Working Week	<p>The standard working week applying to the post is: 37.5 hours (pro rata)</p> <p>HSE Circular 003-2009 “Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016” applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p>
Annual Leave	<p>The annual leave associated with the post is to be confirmed at job offer stage.</p>
Superannuation	<p>Membership of the HSE Employee Superannuation Scheme applies to this appointment.</p> <p>Existing Members who transferred to the HSE on 1st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those to which they were entitled at 31st December 2004.</p> <p>Appointees to posts in the Mental Health Services which formerly attracted fast accrual of service should note that the terms of Section 65 of the Mental Treatment Act 1945 do not apply to New Entrant Public Servants as defined by Section 12 of the Public Service Superannuation (Miscellaneous Provisions) Act 2004.</p>
Probation	<p>Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.</p>

<p>Protection of Persons Reporting Child Abuse Act 1998</p>	<p>As this post is one of those designated under the Protection of Persons Reporting Child Abuse Act 1998, appointment to this post appoints one as a designated officer in accordance with Section 2 of the Act. You will remain a designated officer for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. You will receive full information on your responsibilities under the Act on appointment.</p>
<p>Infection Control</p>	<p>Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc.</p>