

HEALTH AND SOCIAL SERVICES

JOB DESCRIPTION / PERSON SPECIFICATION (UNDER REVIEW)

JOB TITLE: Senior Social Work Practitioner (Approved Officer)

SERVICE AREA: Adult Mental Health

REPORTS TO: Team Leader

GRADE:

1. JOB CONTEXT

- 1.1 To undertake Mental Health Law assessments under the Jersey Mental Health Law (2016).
- 1.2 To undertake Significant Restriction on Liberty assessments under the Capacity and Self-Determination Law (2016).
- 1.3 To operate as a Senior Social Work Practitioner and Authorised Officer within the Legislation Project Team working alongside other Social Work Practitioners and multi-disciplinary professionals.
- 1.4 To work collaboratively with service users and carers within a model which promotes least restrictive practice, positive risk management and personal responsibility
- 1.5 To contribute to an effective assessment and care management service being particularly concerned with supporting the facilitation of safe discharge from hospital.
- 1.6 To provide supervision, mentoring and support to less experienced staff members in respect of undertaking functions under both the Mental Health and Capacity and Self-Determination laws.

2. PRINCIPAL ACCOUNTABILITIES

- 2.1 To advise on matters pertaining to Mental Health and Capacity legislation, having a thorough grasp of each law and the ability to act as a point of reference for other professionals and organisations.
- 2.2 To undertake Mental Health Law assessments, working in partnership from doctors, patients and others in ensuring that the patient's human rights are upheld. This will involve contributing to a weekly rota system, both working in-hours and out of hours as the needs of the service require.
- 2.3 To undertake assessments under the Capacity and Self-Determination Law in order to determine whether Significant Restrictions on Liberty are taking place; to work towards reducing the extent or degree of restriction where possible and to make the relevant application for such restrictions to be applied in a way which is lawful and ethical.
- 2.4 To work with the community mental health and in-patient teams, providing social work support and a rapid response to individuals in crisis. To apply specialist analytical skills and knowledge to assess situations, and make complex judgements on what actions to take for individuals presenting in situations where there are high levels of complexity, uncertainty, stress, conflicts of interest and risk.

- 2.5 To protect, promote and monitor the safety and welfare of service users and carers by holistically assessing individual needs and developing care and intervention plans which are person centred.
- 2.6 Wherever possible to promote individual views and wishes in order to support service users' right to self determination and to allow users to control and make informed choices about the services they receive. This will always be balanced against a duty of care and a duty to protect those who are at risk of being subject to abuse, mistreatment or self harm or who pose a risk to others.
- 2.7 To maintain the trust and confidence of service users and carers by communicating in an appropriate, open, accurate and straightforward way, clearly explaining service policies and the professional role and responsibility of the social worker, including any statutory intervention which may prove necessary.
- 2.8 To actively identify and manage potential and actual risk ensuring all risk assessment and risk communication policies and procedures are followed.
- 2.9 To offer expert safeguarding advice and guidance to members of the multidisciplinary team.
- 2.10 To have a comprehensive knowledge of the range of services provided both within Health and Social Services, by other States Departments and by private and voluntary sector providers which can be accessed to meet the assessed needs of clients. This would include, for example, knowledge of the Income Support system and housing rights.
- 2.11 Maintain the highest standards of personal and professional conduct, adhering to the HCPC codes of conduct, States policies and procedures and relevant legislation; in order to ensure that members of the public and other professionals have confidence in the service.

3. SKILLS AND COMPETENCIES

- 3.1 Consistently recognises that the welfare of the client is paramount and that their needs are central to the process of care, and can demonstrate this through evaluating client and carer outcomes and monitoring client and carer satisfaction.
- 3.2 Demonstrates in working practice the ability to maintain trust and credibility with clients, carers and colleagues. Ensures the values, role and practice of Social Work are fully operating within integrated services.
- 3.3 Is responsive to suggestions and advice from others and displays a constructive interest in and approach to new techniques, concepts and / or processes or systems.
- 3.4 Demonstrates the ability to listen, interpret and understand a broad range of behaviours and adopts a considered response and empathy towards clients, carers and colleagues. Ensures the values of Health & Social service in relation to equality, diversity, and anti-discriminatory practice are upheld.
- 3.5 Has a mature approach to social work practice and care delivery, is able and confident to articulate views assertively using a sound knowledge base.
- 3.6 Is outwardly calm under pressure, whilst maintaining effectiveness. Copes well in high expressed /stressful situations.

- 3.7 Uses an analytical and objective approach to determine priorities and solve problems, considers all options and weighs up the possible implications of actions.
- 3.8 Can demonstrate and evidence the ability to work effectively with others in a collaborative and constructive manner to achieve shared goals.
- 3.9 Can demonstrate excellent personal and social skills and can effect positive inter-professional and inter-agency communication and co-operation and the building of effective professional relationships with service users, carers, and colleagues.
- 3.10 Recommends change in order to make improvements and demonstrates an ability to maintain standards, improve practice and contribute to the development of policy and practice.
- 3.11 Works towards meeting the performance targets of national Best Practice in all aspects of specialist social work role.
- 3.12 Uses a common sense approach to determine priorities, considers all options and weighs up the possible implications. Keeps abreast of what colleagues in similar roles in other organisations are doing to complement local initiatives.
- 3.13 Carries out all designated administrative tasks effectively using appropriate IT equipment. Ensures that all information about service users is always treated in the strictest confidence in line with data protection, relevant disclosure and consent policies, and information sharing protocols and procedures are adhered to.
- 3.14 Maintains full responsibility for own record keeping. Understands that records, reports and other such documents may be disclosed for the purposes of Serious Case Reviews, external inquiry and inspection, Court Proceedings associated with the protection of vulnerable individuals.
- 3.15 Contributes to the risk and safety management of the immediate physical environment for staff and clients.

4. Qualifications & Experience

- 4.1 Essential requirement that the post holder possesses a professional qualification in Social Work (Degree Level) and has a minimum of 4 years post qualifying social work experience including work in the specialist field of Mental Health.
- 4.2 The post holder must have the Approved Mental Health Professional (or equivalent) qualification. Alternatively, as equivalent local training becomes available in Jersey, the post-holder must have undertaken this training and received the associated qualification.
- 4.3 The post holder must have the Best Interest Assessor qualification. Alternatively, the post holder must be prepared to undertake the equivalent local training with a view towards obtaining the associated qualification.
- 4.4 The post holder must have current working knowledge of the Mental Health (Jersey) Law 2016; the Capacity and Self-Determination Law 2016; the associated Codes of Practice in respect of both laws and a general understanding of relevant UK case law relating to both Mental Health and Mental Capacity legislation.
- 4.3 Social Workers must be registered with the appropriate UK professional governing body i.e. the HCPC and must also register under Health Care (Registration) (Jersey) Law 1995.

5. Training and development

- 5.1** The post holder must be prepared to undertake annual training to ensure that knowledge and skills relating to both Mental Health and Capacity/Self-Determination laws.
- 5.2** The post holder will take the initiative in identifying, proposing and / or implementing opportunities for self-development. They will take responsibility for the maintaining and improving own knowledge and skills, in particular ensures that the criteria for continuing professional registration are fulfilled.

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