

JOB DESCRIPTION

Job Title: Advanced Social Work Practitioner: Mental Health Discharge Co-ordinator

Directorate & Section/Unit: People Directorate, Adult Social Care

Reporting to: AMHP Lead

Grade: PO2

Our People Values:

To uphold and act in accordance with Worcestershire County Council's values.

- **Customer Focus** – Ensure delivery of a high-quality service which meet the needs of customers.
- **Can Do Culture** – Be proactive to achieve excellence, finding solutions and creative ways of working.
- **Freedom within Boundaries** - Make constructive change through cohesive decision making, ensuring services are responsive.

Purpose of job:

- To operate as an Advanced Social Work Practitioner working across the service to support peoples' transition from mental health inpatient units to community settings.
- To work alongside the inpatient staff team within the NHS trust to provide a holistic person-centred service.
- To develop working relationships with partners, ensuring improved coordination of care for individuals and, therefore, a better experience for individuals alongside improved outcomes.
- To develop and embed procedures and guidance to support best practice in supporting discharges from mental health hospitals, ensuring person-centred care and a focus on recovery.
- To be a central point of contact for health and social care practitioners, the person and their family during discharge planning.

Main Activities & Responsibilities:

- To undertake a review of practices and processes and develop practice guidance and tools to support frontline staff.
- Work as a senior and autonomous social worker responsible for own professional actions and the staff they support within their area of specialism.
- Provide support to social workers in the community teams that critically analyses, supports and challenges social workers with a view to quality improvement and professional development.
- To develop links with the AMHP hub to identify people at the earliest opportunity who have been detained under the Mental Health Act and may require ongoing support when they transition to community settings.
- Provide social work leadership; promoting the social perspective within an inpatient setting and ensuring a focus on recovery and advocating for individuals on wards.
- Continue to embed an understanding of adult social care matters, including matters pertaining to s117 aftercare responsibilities and the Mental Capacity Act.
- To support colleagues with complex matters resulting from interactions between the Mental Capacity Act and the Mental Health Act.
- Provide advice and guidance on complex social care and housing related matters pertaining to individuals on the wards.
- To work alongside inpatient managers across the NHS trust and identify any new admissions and provide updates on discharge progress.

- Oversee work with adults who are experiencing, or at risk of abuse or neglect. Where necessary/appropriate, to undertake more complex/high risk safeguarding enquires and in managing verbal/physical threats/aggression.
- Play a lead role in a particular aspect of the teams' work in line with local need. For example (but not limited to) a liaison role between adult's services and children's services, adults service care and support plan reviews.
- As an advanced social work practitioner, where necessary and appropriate, undertake the more complex pieces of social care work including unpredictable, high risk.
- Select the most appropriate influencing statute governing the assessment and to guide the practice of others. This includes but is not limited to The Care Act 2014, The Mental Health Act 1983/2007, and the Mental Capacity Act 2005. To ensure all interventions embrace the principles of personalisation, social inclusion and recovery.
- Lead and maintain a range of professional networks, both regionally and nationally to ensure best practice and learning is cascaded throughout the organisation.
- Support staff to negotiate the complexities of multiple agendas and demands with a multi-agency practice environment.
- Work to address oppression and discrimination, applying the law to protect and advance people's rights, recognising how legislation can constrain or promote these rights and identify situations where interpretations of the law are neither proportionate or fair.
- To deputise for Mental Health/Learning Disabilities Managers as required.
- Lead the promotion and awareness of mental health, social construction of stigma and disability, and to act as an information and advice service to individuals and carers, other professionals and agencies on mental health related matters, where appropriate to participate in the development and delivery of learning and educational materials for other staff/agencies/partners.
- Contribute to the development of service standards and policy to support service improvements in relation to social care services within their respective area. This may include activities such as benchmarking and key performance indicators to identify priority areas for potential service improvement.
- Provide representation on all board calls and ward reviews for the Mental Health Service
- To ensure that individuals entitled to s117 aftercare co-produce and receive a s117 aftercare plan upon discharge from hospital.
- To maintain effective oversight of Worcestershire residents (where WCC are the responsible LSSA under the Mental Health Act) who are placed in out of county locked rehabilitation and to work alongside the community mental health teams to ensure their timely transition to community settings.

Generic Accountabilities:

- To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training
- To undertake other such duties, training and/or hours of work as may be reasonably required, and which are consistent with the general level of responsibility of this job
- To undertake health and safety duties commensurate with the job and/or as detailed in the Directorate's Health and Safety Policy
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equality and Diversity Policy

Contacts:

In all contacts the post holder will be required to present a good image of the Directorate and the County Council as well as maintaining constructive relationships.

Internal: Elected Members, Directors, Heads of Service, Senior Managers, Management Teams, Managers & Staff across all directorates, Project Staff,

External: District & County Councils, Government Agencies & Departments, NHS, Clinical Commissioning Groups, Healthcare Professionals, Police, Fire, Probation Service, Educational Settings, Suppliers, Contractors, Service providers, Statutory and Voluntary Organisations, residents, members of the public, volunteers

Additional Information:

- The Council reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility
- Reasonable adjustments will be considered as required by the Equality Act

PERSON SPECIFICATION

Job Title: Advanced Social Work Practitioner: Mental Health Discharge co-ordinator

Directorate & Section/Unit: People, Adult Social Care

Salary Grade: P02

EXPERIENCE:

It is **essential** that the post holder has:

- Significant post-qualifying experience including a substantial amount of time working as an experienced social worker or equivalent
- Significant experience of working with people in Mental Health Acute and rehabilitation settings
- Substantial experience of ensuring the full and active participation of people and carers
- Demonstrable experience of promoting and implementing equality and diversity
- Demonstrable experience of management if risk considering the individual alongside public protection issues.
- Considerable experience of service improvement development/change initiatives with successful outcomes.
- Substantial experience of managing key stakeholders (internal/external) and managing stakeholder engagement and communications plans.
- Substantial experience of identifying and sharing learning to improve practice
- Significant experience of working with colleagues in external organisations including health.
- Substantial experience of working with people from a wide range of backgrounds.
- Demonstrable experience of using Microsoft Office package the recording interventions.

It is **desirable** that the post holder has:

- Enabling others 1 and 2 and Consolidation
- Experience of working with adults with substance misuse or dual diagnosis

KNOWLEDGE, SKILLS AND ABILITIES:

It is **essential** that the post holder has:

- Expert knowledge and understanding of current Mental Health legislation and associated guidance
- Expert knowledge of recovery
- Expert knowledge of Local authority responsibilities under s117 of the Mental Health Act
- Expert knowledge of the Mental Capacity Act
- Specialist knowledge of social work practice in service and enduring mental illness
- Demonstrable ability to identify and promote best practice across Adult Social Care
- Excellent communication skills including face to face and in writing. Ability to motivate and influence through communications.
- Specialist knowledge and skill of producing excellent documentation such as appraisals and recommendation papers, positioning papers and highlight reports.
- Able to develop innovative ideas under own initiative with a solution-focused approach to problem solving
- Ability to achieve tight deadlines and produce high-quality results
- Ability to work without close supervision in isolation or as part of a team
- Ability to effectively chair multi-agency meetings
- Ability to act as a subject matter expert and support others to develop their practice.
- Ability to organise and prioritise a complex workload and manage conflicting demands
- Ability to draft procedures and practice guidance
- Proven ability to record information clearly and accurately
- A commitment to and clear understanding of GDPR

It is **desirable** that the post holder has:

- Specialist skills in relation to engaging with people with personality disorders and forensic histories

Qualifications/Training:

It is **essential** that the postholder has:

- A professional qualification in social work eg Social Work Degree, DipSW, CQSW - other equivalent qualification.
- Current Social Work England registration or equivalent
- A record of continuous professional development

It is **desirable** that the postholder has:

- Completed Practice Educator Training Stage 2 or equivalent
- A Level 1 qualification in Essential Digital Skills or evidence of excellent IT skills in Microsoft Office.

ADDITIONAL INFORMATION:

It is **essential** that the post holder has:

ADDITIONAL FACTORS

- An understanding and positive regard for the needs and rights of people with mental ill health and their carers
- Commitment to training and professional development
- Ability to travel throughout the county
- May be required to work outside the county
- Commitment to Multi Agency Working
- Commitment to the development of quality services
- An ability to be flexible in helping to meet the needs of the service
- A full awareness of the need for confidentiality

Author: Faith Robinson-Wain

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