ADULT & COMMUNITY BASED SERVICES DEPARTMENT

**JOB TITLE:** **APPROVED MENTAL HEALTH PROFESSIONAL (AMHP)**

**DIVISION: ADULTS MENTAL HEALTH**

**GRADE: BAND 13**

**scp35 - 39 (£38,890 - £42,821)** Depending on experience

**STATUS: Permanent - 37 hours per week**

**RESPONSIBLE TO: AMHP LEAD**

**POST REFERENCE: 105603**

# Purpose of Post

To undertake all statutory roles & functions of an ApprovedMental Health Professional (AMHP); approved & authorised under the Mental Health Act 1983 (as amended 2007).

Provide a comprehensive social work service to All-Age adults with mental health needs, within a defined service area.

All staff will be expected to consider their role in the context of the objectives of the local authority & to contribute constructively to the continuous improvement, performance management & best value practice & in the interagency context of the Department’s work.

To support the AMHP Lead in providing an effective and co-ordinated AMHP service; including ensuring the rota for Mental Health Act assessments is completed & circulated as required. Offer support & peer supervision to AMHP’s within the Preventative MH Service; offering guidance around complex work with individuals & their family/carers and raising with AMHP Lead /PMHT Manager as appropriate.

**Main Duties and Responsibilities**

The following is a list of duties the post holder will be expected to perform.

It is not exhaustive and other duties of a similar nature and level may be required from time to time.

**1** To undertake objective and independent assessments as prescribed under the Mental Health Act 1983 and the Mental Capacity Act 2005, (where qualified); to ensure individuals receive appropriate support and care to the highest standards in the least restrictive environment. Adhere to the Mental Health Act Code of Practice, ensuring any deviation from this is justified and noted within the MHAA Report.

**2** Actively participate in AMHP Rotas ensuring full service is available at all times, noting deficits and raising any concerns with AMHP Lead, or Senior Manager**.**

To support Trainee AMHPs to participate in the AMHP rota as a ‘back up’ to the AMHP on Duty and where able, to act as Practice Supervisor.

**3** Following **all** MHA Assessments (MHAA) produce Report(s) in the agreed format and make available to AMHP Lead/Manager for annual appraisal, regular supervision and data collection.

**4** Ensure substantial knowledge and awareness of all relevant MHA Policy & Procedures and practice within these; supporting AMHP Lead in development of same & informing AMHP Lead of any practice issues arising from these.

**5** To uphold and promote practice standards in line with the relevant Codes of Practice and participate in developing and reviewing Directorate staff guidance.

**6** To establish and promote effective working relationships within the Team setting & with external partners, agencies and other sections of the Directorate to improve practice and outcomes for individuals.

**7** To provide professional advice and guidance to team members and relevant others in respect of the Mental Health Act 1983, the Mental Capacity Act 2005 and other relevant legislation to ensure that the services provided are consistent, integrated and of the highest standard. (Where qualified to do so)

**8** To prepare and present reports for meetings, conferences and courts, etc., to agreed standards.

**9** To prepare and present a portfolio for Approval and Re-authorisation in line with the AMHP re-approval policy. Actively participating in, annual appraisal of AMHP practices; completing at least, 18 hours of approved AMHP Refresher Training per year, (minimum) and attendance at AMHP Forum.

**9a** If the appointed person is also a qualified BIA, they will complete, at least, one full day refresher training in addition. Assessments under MCA & DoLS/LPS will also be scrutinised and audited for quality of content and legal accuracy. NB; this requirement will be reviewed in line with competencies and Approval requirements when the Liberty Protection Safeguards replace the DoLS and the BIA role is superseded by the Approved Mental Capacity Professional.)

**10** To assist in the management of the resources of the team including on occasion, work allocation and quality management, and the provision of supervision (including) planning, arranging and, where appropriate, the provision of training and development activity) to AMHP Trainees, team members and others.

**11** To ensure that working procedures and practices in relation to Care Management and service provision comply with the Council’s statutory duties, functions, policies and procedural guidelines.

**12** To ensure that the organisation’s key strategic plans and objectives are translated and reflected in the working practices.

**13** To advise the AMHP/BIA Lead and Preventative Services Team Manager on any issues, changes or constraints which require attention to improve the effectiveness of services.

**14** Any other duties of a related nature which might reasonably be required and allocated by the AMHP Lead, Team Manager or Head of Service.

**Key Relationships**

All staff will be expected to promote team working within their particular staff group/service area, but also across the Department as a whole, with corporate colleagues, staff from other agencies & working with elected Members as appropriate.

Additionally, key relationships for this post will be:-

**Responsible to:**

AMHP/BIA Lead

Preventative Mental Health Team Manager (case work)

**Management:**

- Head of Service Safeguarding & Specialist Services

- Assistant Director A&CBS

**Liaise with:**

- Statutory & Independent Sector Bodies/Agencies

- Other MH professionals

- Approved medical Practitioners (s12 Drs)

- Social workers & other professions

- Care Management Teams

- User, Property & Finance Team

- Officers of other Departments within the Local Authority & Mental Health Trust

- Other LA Adult & Childrens Social Care departments

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**Changes**

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

**Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010)) where necessary.**

Date: 17th June 2021