

Northumberland County Council
JOB DESCRIPTION

Post Title: Social Worker – Adult Mental Health Professional (AMHP)		Director/Service/Sector: Wellbeing & Community Health Services		Office Use
Band: 9		Workplace:		JE ref: 1768 HRMS ref:
Responsible to: Team Manager		Date:	Lead & Man Induction:	
Job Purpose: To provide a social work service under the supervision of line manager, within a specific locality and with a specific user group with highly complex needs, providing direct services or arranging for therapeutic services concentrating on the more complex problems presented. This includes undertaking statutory, care management and safeguarding adult's duties and assisting in the development of other staff, students and services.				
Resources	Staff	None		
	Finance	None		
	Physical	None		
	Clients	Direct interventions/ influence on service users & carers well being		
Duties and key result areas: Individually or as part of a team, <ol style="list-style-type: none"> 1. To advocate on behalf of service users. 2. To provide direct services for users with more complex problems. 3. To participate in the office duty system. 4. To establish and maintain appropriate working relationships with individual service users, groups, families and the staff of other agencies. 5. To make case recordings and provide reports in accordance with statutory and agency requirements using information technology as appropriate. 6. To participate in liaison schemes designed to develop and maintain better services and working relationships with other agencies or professionals. 7. To participate in the supervision of professional students, with the agreement of the Integrated Team Manager. 8. To contribute to the professional development of other staff. 9. To contribute to the development of services and take a lead role in working groups and project development as required. 10. To contribute to the development of new forms of work or service. 11. To carry out specialist assessments and specific functions appropriate to the post eg Approved Mental Health Professional (AMHP) occupational Therapy (OT) Best Interest Assessor (BIA) 12. To comply with departmental policy and procedures in relation to the responsibilities placed on the Local Authority by statute and in relation to procedures necessary to support good practice in recording and report writing. 13. Other duties appropriate to the nature, level and grade of the post. 				
Work Arrangements				
Physical requirements:		Transport requirements: Social Worker level 3 may be required to drive considerable distances to undertake their role.		
Transport requirements:		Working patterns: Shift across a 7 day period. Flexi system and requirement for lone working		
Working patterns:		Working conditions: Will entail visiting service users and families in their own home, often alone (lone working policy applies) as well as office based.		
Working conditions:				

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PERSON SPECIFICATION

Post Title: Care Manager III/Social Worker – Adult Mental Health Professional (AMHP)	Director/Service/Sector:	Ref: 1768
Essential	Desirable	Asses s by
Qualifications and Knowledge		
Dip SW, CQSW, CSS (The Director of Social Services has delegated authority to make judgements about appropriate qualifications). Up-to-date on relevant professional theory. Approved Mental Health Professional for Amhp (masters course)	Post Qualifying Awards in Social Work (and related professional qualification training) . Associated training relevant to the specific post Up-to-date knowledge of relevant legislation, Other direct service skills.	
Experience		
Two years Whole Time equivalent PQ experience of working with a relevant client group (having carried a full caseload). Minimum of 15 days PQ training.	Experience of computer systems. Experience of observation of students. Participation in working groups.	
Skills and competencies		
Ability to form positive relationships with service users and colleagues. Proven assessment skills, advocacy skills and counselling skills. Ability to communicate effectively both verbally and in writing. Ability to operate effectively as a member of a team/network. Ability to operate systems and procedures effectively. Proven competence in handling work of a complex nature. Ability to motivate, influence and support others. Ability to operate within a variety of health and social services settings. Ability to understand the financial budgetary framework of the Division.	Keyboard skills.	
Physical, mental and emotional demands		
Physically capable of discharging the full duties of the post.		
Motivation		
Other		
Ability to meet the transport requirements of the post. Well presented reason for application.		

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits

Competence Based Job Description

Job Title: Approved Mental Health Professional	Post Number:
Section: Mental Health	Grade: Approved Mental Health Practitioner enhancement
Work Location: as per Core Employment Contract	Date of Issue:
Reporting To: Integrated Team Manager	Reporting to Job Holder:
<p>OVERALL PURPOSE OF POST:</p> <p>In accordance with the Mental Health Act, 1983 to undertake the duties and responsibilities placed on an approved mental health practitioner, in conjunction with the postholder's core contract as a social worker, team leader or other relevant post held within Northumberland County Council.</p>	

	<p>THE POST IS ACCOUNTABLE FOR :-</p> <ol style="list-style-type: none"> 1. Making an application for admission to hospital, a Community Treatment Order (CTO) recommendation, or a guardianship application in respect of a patient within, or as appropriate, originating from, the area of the department. 2. Interviewing the patient in a suitable manner, and deciding whether detention in a hospital is, in all the circumstances of the case, the most appropriate way of providing the care and medical treatment which the patient needs. 3. Carrying personal responsibility in making the decision in respect of (2) above. 4. Conveying the patient to hospital, if judged safe and as appropriate, having completed the application for admission. 5. Taking practicable steps to inform the nearest relative that an application has, or is about to be made, and informing them of their powers of discharge under section 23, including reference to the Responsible Clinicians power to block discharge under section 25. 6. In the case of an admission for treatment or for guardianship, ensuring that the nearest relative does not have a reasonable objection to the application being made. 7. Applying to the County Court for the displacement of the nearest relative, where appropriate. 8. Responding, on behalf of the Social Services Department, to the nearest relative's request for an assessment of whether to make an application for admission to hospital, and giving reasons in writing to the nearest relative where an application is not made.
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9. Interviewing the patient and providing a report on his/her circumstances for the hospital managers where the nearest relative applies for an admission to hospital under Sections 2 or 3.
10. Entering and inspecting premises, where appropriate, where there is reasonable cause to believe that a patient is not under proper care.
11. Applying for a warrant to search for and remove to a place of safety a person believed to be suffering from a mental disorder who is in need of care, where appropriate.
12. Interviewing a person removed by the police under s 136.
13. Having regard to the following in deciding whether to make an application for admission to hospital or for guardianship:
 - Investigating client's social situation and how that has developed; and estimating, in consultation with others involved, the extent to which the social and environmental pressures have contributed to the client's observed behaviour;
 - Ensuring strict compliance with the law;
 - Applying professional skill to help modify any contributory personal relationship or environmental factors;
 - Mobilising the resources of community services where appropriate;
 - Ensuring that any intervention is the least restrictive necessary in the circumstances.
14. Playing a full and active role in the provision of an AMHP service across the county as required through the relevant rota. Any AMHP specific increments would no longer be paid if an AMHP is suspended and / or chooses to revert to a non AMHP role (or so advised by occupational health)
15. Recording the reason for their decisions regarding admissions.
16. Ensuring they remain updated with specific AMHP and practice changes and undertaking mandatory yearly 18 hours refresher training.
17. Undertaking other duties appropriate to the post resulting from legal changes, however introduced.
18. Ensuring the maintenance of a valid warrant to practice as an AMHP by adhering to NCC reapproval policy.
19. Adhere to all specific NCC AMHP policies and procedures.
20. Act as practice supervisor for Trainee AMHPs