

| | |
|---|------|
| Job Title: Registered Mental Health Nurse | |
| Job Evaluation Number | B518 |

JOB DESCRIPTION

| | |
|--|---|
| Job Title: Registered Mental Health Nurse | Location: HQ South, Corporate Health |
| Job Family: Business Support | Role Profile Title: BB3 Police Staff |
| Reports To: Client Manager | Band level: 3H |
| Staff Responsibilities (direct line management of): Nil | |

a. **OVERALL PURPOSE OF THE ROLE:** Defines the role, put simply, why it exists.

The overall purpose of the role is to: Provide Specialist Advice to Thames Valley Police by establishing Police Officers, Specials, Support Staff and Volunteers fitness for work in relation to Mental Health & Wellbeing. Promote health, safety and well being to all members of staff.

b. **KEY ACCOUNTABILITY AREAS:** Define the important aspect of the role for which the job holder is responsible for results or outcomes.

The key result areas in the role are as follows:

1. Provide an appropriate Mental Health Advisory service to all Thames Valley staff through management referrals – triage the referrals to determine clinical need and most suitable type of appointment. Provide advice and guidance including care plans and risk assessments in relation to fitness for role in line with relevant employment legislation (e.g. Equality Act 2010, H&S Regulations); this may include attending meetings with the individual, their line management and the People Directorate.

2. Provide input and expert advice to specialist departments in relation to dealing with individuals suffering from emotional and mental health issues. Provide a mandatory trauma support programme for high risk roles. Provide post incident trauma support to ensure the psychological support of those involved in traumatic incidents. Have an input on Health Promotions in relation to the support and management of Mental Health and Wellbeing.

3. Provide advice to OHA/OHP in relation to pre-placement health screening of Police Officers, Support Staff and Volunteers, to assist with assessing fitness for work if mental health issues arise. Administer vaccines as required in conjunction with the up to date health guidelines and appropriate Written Instruction. Take blood samples as and when required.

4. Take an active role in relation to assisting with the development and delivery of relevant policies and procedures.

5. Maintain continuous professional development in line with NMC revalidation.

c. **DIMENSIONS:** Include matters as key result areas that make the greatest demands on the role holder, seasonal pressures, items processed, the number of customers and/or level of authority to make financial decisions or commit other resources

Further Comments:

Assess mental health and fitness to work in relation to specific role, and provide advice and guidance to the individual and the line managers e.g. reasonable adjustments and limited duties to enable staff to remain at work and / or return to the workplace, and consideration of ill health retirement.

Has to consider financial impact in order to make a decision regarding treatment programmes (e.g. trauma therapy).

| | |
|---|------|
| Job Title: Registered Mental Health Nurse | |
| Job Evaluation Number | B518 |

The nature of the role has to have considerable autonomy to act independently due to the confidentiality. There should be a strong level of trust between the post holder and the Client Manager/Head of CHSS to ensure that risks to the organisation are highlighted.

RMNs sometimes need to deliver advice which is not always as expected by the individual and/or their line manager e.g. advising an officer that they need to be considered as adjusted or that they are no longer able to continue in their existing role.

RMNs will frequently deal with individuals displaying a whole range of behaviour and emotions due to their specific mental health issues and circumstances.

d. CHARACTERISTICS OF THE ROLE

Expertise: Concerned with the level of administrative, professional and/or technical expertise (knowledge and skills) needed to perform the role effectively; may be acquired through experience, specialised training, and/or professional or specialist education and training.

| <i>The knowledge or skills required in the role are as follows (essential or desirable):</i> | <i>E/D</i> |
|--|-------------------|
| 1. Registered Mental Health Nurse (RNMH) with Diploma/Degree in accordance with NMC (Nursing and Midwifery Council). | E |
| 2. Proven emotional and psychological resilience to deal with the demands of this post. | E |
| 3. Proven ability to communicate information effectively, both verbally and in writing. Confident and able to adapt style when dealing with both internal and external stakeholders, and at all levels. | E |
| 4. Proven ability to maintain information in a confidential manner as well as having integrity to ensure any information given is kept confidentially in accordance with the RCN Code of Practice and TVP Code of Ethics. | E |
| 5. Must have capability to travel to different locations across the Force and undertake all assignments in a timely manner. Due to the requirement to work flexibly, unsocial hours and personal safety for lone working; public transport may not be available or suitable at these times. For this reason a full UK driving licence is considered essential *. | E |
| 6. Proven knowledge of Microsoft Word, Excel, PowerPoint, Outlook and a willingness to learn new systems as required. | E |
| 7. Willing to attend and put into practice, safe workforce training and attend briefings. (Independent Safeguarding Authority (ISA) April 2008). | E |
| 8. Knowledge of Policing policies and procedures. | D |
| 9. Recent experience within an Occupational Health environment. | D |
| <i>Additional comments:</i> * At interview, candidates will be asked to confirm their willingness to undertake this Basic Driving Assessment, which in turn will enable the use of a police authorised vehicle. | |