

# Substance Misuse Nurse (Band 6)

(Salary as advertised)

**London**

**37.5 hours per week**

**Permanent**

## 1. Main purpose of the role

- ▶ To provide clinical care within an integrated Drug Treatment Service, role modelling best practice standards.
- ▶ To provide, and supervise the delivery of high standards of nursing care to service users in accordance with up-to-date evidence based professional practice and WDP policies.
- ▶ To support service users affected by drug and alcohol use to achieve and sustain their recovery, optimising health and well-being.
- ▶ To work in partnership with hospital, GP and other colleagues to provide seamless and holistic care packages for service users
- ▶ To be a member of the multidisciplinary team providing holistic care interventions for people with substance misuse problems, providing direct, specialist GP Shared Care nursing service to clients and including caseload management within a community setting.

## 2. Reporting and working relationships

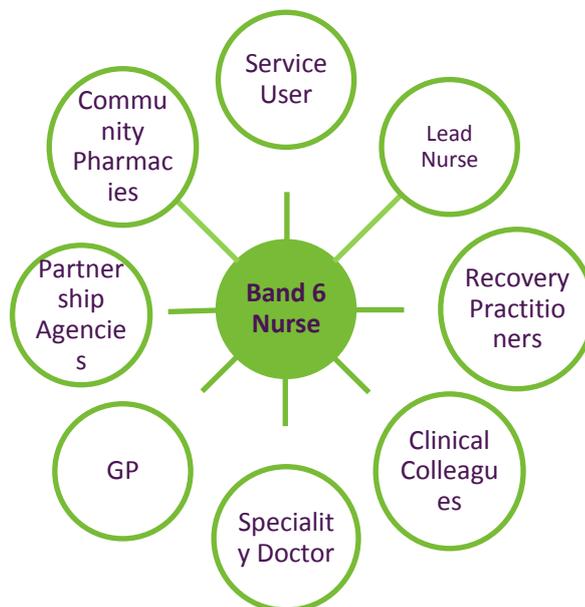
### Reporting relationships:

- ▶ **Reports to:** Service Manager



**Working relationships:**

- ▶ Service User
- ▶ Recovery Practitioners
- ▶ Clinical Colleagues
- ▶ Speciality Doctor
- ▶ GP
- ▶ Partnership Agencies
- ▶ Community Pharmacies
- ▶ Lead Nurse



### 3. Role-specific responsibilities

3.1	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The Post holder will be responsible for the assessment of care needs and the development, implementation and evaluation of clinical care for service users with substance misuse issues.</li> </ul>
3.2	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post-holder will be an integral member of a multi-disciplinary and multi-agency team offering specialist prescribing services, rapid access to assessment, responsive titration and a range of clinical interventions to service users entering into the substance misuse treatment system</li> </ul>
3.3	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will also take part, as required, in assessing the suitability for transfer of clients to Shared Care services within the community, in addition to supporting service users’ detoxification from substances including Alcohol, across operational sites.</li> </ul>
3.4	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post-holder will contribute to the service to ensure that those who experience difficulties through the use of Drug and Alcohol consistently receive high quality services that adhere to the best practice guidelines and achieve high professional standards.</li> </ul>

3.5	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post-holder will support WDP BBV testing and vaccination strategy, delivering accessible testing, vaccination and support to those most at risk.</li> </ul>
3.6	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post-holder will be proactive in liaising with GPs and promoting the GP Shared Care service, implementing new services across primary care.</li> </ul>
3.7	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will also take part, as required, in assessing the suitability for transfer of clients to Shared Care services within the community, in addition to supporting service users' detoxification from substances including Alcohol, across operational sites.</li> </ul>
3.9	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will be responsible for contributing to the overall performance of the service to ensure that contractual output targets are achieved., holding caseload responsibility, and will be required to record and input client data and information in order that the service operates within contractual, administrative and financial requirements.</li> </ul>
3.10	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will be required to work flexibly across a number of operational sites as required and work flexibly within an agreed number of hours to maintain the most appropriate level of service provision. This will include evening and weekend working.</li> </ul>
3.11	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will be expected to take responsibility for personal development, identifying personal training needs and participate in regular supervision and appraisal.</li> </ul>
3.12	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will demonstrate and supervise practice and procedures to registered and unregistered nursing staff to secure effective nursing practice. To take a key role in the induction and mentorship of new, unregistered and staff, students and provide supervision.</li> </ul>
3.13	<p><b>Summary</b></p>

	<ul style="list-style-type: none"> <li>▶ The post holder will supervise and appraise junior nursing staff supporting them with their professional development in compliance with NMC guidelines. They will provide effective role modelling and clinical leadership ensuring best clinical practice is embedded within the team.</li> </ul>
3.14	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ The post holder will deputise for the Lead Nurse in their absence where competent to do so, providing clinical leadership and advice for non-clinical staff.</li> </ul>
3.15	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ To undertake any duties as may be required by management, which fall within own sphere of duties.</li> </ul>
3.16	<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>▶ To undertake supervision from the clinical supervisor on own clinical work and professional development plan.</li> </ul>
3.17	<p><b>General accountabilities</b></p> <ul style="list-style-type: none"> <li>▶ To be an active and positive member of the team, observing professional integrity in relationships with colleagues and all stakeholders</li> <li>▶ To uphold Nursing and Midwifery Council (NMC) code of conduct and professional guidelines.</li> <li>▶ To provide clinical leadership and effective role modelling ensuring the embedding best clinical practice within the service.</li> <li>▶ To develop therapeutic alliances with people who have difficulties through the use of substances including Alcohol, and developing effective partnerships with service users to support their individual recovery journeys, engaging in key work sessions, offering health promotion and harm reduction advice and screening (including blood borne viruses) alongside other clinical and psychosocial interventions.</li> <li>▶ To manage a caseload of complex needs client presenting with dual diagnosis, ensuring integrated seamless care between substance misuse services, GPs and CMHT</li> <li>▶ To conduct assessments of physical dependency using a symptomatic withdrawal scale, using results to determine safe induction to opiate substitute treatments as required.</li> <li>▶ To initiate service users via titration procedures safely on to a substitute prescribing regime, including initial dispensing of medication and observed consumption, and subsequently support the delivery of a pharmacy based supervised consumption scheme.</li> <li>▶ To be responsible for liaising with the Hospital, pharmacies, hostels treatment teams to develop a management plan and engagement for substance misuse and related aspects of patient care</li> </ul>

	<ul style="list-style-type: none"> <li>▶ To work alongside the designated Medical Officer to offer substitute prescribing regimes to improve health and promote recovery from the effects of Drug and Alcohol use. This will include supporting service users’ detoxification from Drugs and Alcohol across operational sites.</li> <li>▶ To carry out comprehensive assessments and contribute to the development and review of recovery/treatment plans and referrals for psychosocial interventions including wrap around services and external supporting agencies</li> <li>▶ To develop, review and audit recovery/treatment plans, provide health education especially in regard to harm minimisation, blood borne viruses and overdose prevention.</li> <li>▶ To adhere to Patient Group Directions and ensure requirements on updating are maintained</li> <li>▶ To pro-actively maintain an up to date knowledge of medicine management and both local and national guidelines and agreements.</li> <li>▶ To participate constructively and positively in staff and other meetings to promote and support communication channels within the organisation</li> <li>▶ To comply with WDP’s policies and procedures</li> <li>▶ To comply with all health and safety policies and guidelines, taking responsibility for your own safety, that of colleagues and others as applicable.</li> <li>▶ To ensure that all data requirements in relation to your clients are met within defined deadlines.</li> <li>▶ To treat all information acquired as a result of your employment at WDP as confidential, complying with all relevant policies and procedures.</li> <li>▶ To engage proactively with both line management and clinical supervision and maintain a current knowledge of appropriate interventions.</li> <li>▶ To be responsible for own learning and development, accepting opportunities to broaden knowledge and complying NMC registration and revalidation requirements.</li> <li>▶ To work closely and proactively with the management and staff team to ensure adherence to all relevant Health &amp; Safety Polices (including Infection Prevention and Control) and ensure that risk is managed appropriately within the service</li> </ul>
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#### 4. WDP’s commitment to you

*WDP works within the following framework and requires all employees to do the same.*

4.1	<p><u>Equal Opportunities</u></p> <p>WDP is committed to promoting anti-discriminatory practices within society, its organisation and in the promotion of its services to the community. WDP expects all employees to understand, comply with and to promote its policies in their work and to challenge prejudice and discrimination and where necessary to undertake any appropriate training.</p>
4.2	<p><u>Recovery</u></p> <p>WDP is a recovery focused organisation. Our staff and volunteers are committed to</p>

	helping our service users improve their health and wellbeing, and to become free from dependency.
4.3	<p><u>Career Development and Progression</u></p> <p>At WDP we actively encourage career progression from the talent we have from within and we strive to provide not only promotional progression but to develop a specialist and lead responsibility roles with teams and other services within WDP.</p>
4.4	<p><u>Safeguarding</u></p> <p>WDP is committed to ensuring the safeguarding and wellbeing of children and vulnerable adults, and all applicants will be required to demonstrate understanding of and commitment to best safeguarding practice.</p>
4.5	<p><u>Care Quality Commission (CQC)</u></p> <p>Many of WDP’s services are monitored, audited and regulated by the Care Quality Commission (CQC), the independent regulator of health and adult social care in England. Whether or not a particular service is registered, we believe CQC represents the minimum standard we expect for all of our services. We therefore work with all of our staff to make sure that every WDP service provides people with safe, effective, compassionate, high quality care and we encourage our services to learn and improve.</p>
<p><b>5. Your commitment to WDP</b></p>	
5.1	<p><u>WDP Vision, Mission and Values</u></p> <p>Promoting and understanding the values, vision and mission statement of WDP. To understand what it means to you in your respective role, to your team and to service delivery.</p>
5.2	<p><u>Vulnerable children and adults</u></p> <p>Demonstrating an understanding of and commitment to best safeguarding practice. Taking immediate and appropriate action as required.</p>
5.3	<p><u>Boundaries and behaviours</u></p> <p>Observing professional integrity in relationships with service users, peers and other relevant professionals.</p>
5.4	<p><u>Health &amp; Safety</u></p> <p>Being responsible for your health and safety and that of colleagues and service users. Employees should co-operate with management and follow established systems of work, use protective equipment where necessary and report defects and hazards to management. To comply with Infection Prevention and Control policies and procedures.</p>
5.5	<p><u>Confidentiality</u></p> <p>Treating all information acquired through the course of your employment as confidential</p>

	and complying with all the appropriate policies, systems and procedures.
5.6	<u>Information Governance</u> Applying information governance processes to ensure all necessary safeguards are in place regarding personal information – and its appropriate use – about our service users, workforce and members of the public.
5.7	<u>Continuous Professional and Personal Development</u> Working within a learning organisation, seeking learning opportunities either by attending learning and training events either externally or internally to improve and broaden their knowledge and skills and develop the personal qualities required in their professional lives.

*The above is an outline of the post holder’s duties and responsibilities. It is not intended as an exhaustive list and may change from time to time in order to meet the changing needs of WDP.*

## Person specification

E/D Measured by

Essential and desirable requirements (E & D) for the role and assessing and testing the necessary level of competence required for this role either via the application form (A); interview (I); and/or exercises (E).

**Please note** - applicants are asked to evidence their ability to meet each aspect of the person specification below, e.g. by highlighting relevant key achievements and duties held within roles.

1.	Education, knowledge and experience	E/D	Measured by
1.1	Registered nurse with the NMC with at least 2 years post registration experience.	E	A
1.2	A minimum of 1 years’ experience of working within substance misuse treatment	E	A/I
1.3	Level 1 and 2 in RCGP – or willingness to undergo training.	E	A
1.4	Non-Medical Prescribing Qualification	D	A
1.5	A clear understanding of the need for and ability to deliver quality services	E	A/I
1.6	Sound and demonstrable knowledge of clinical prescribing issues.	E	A/I
1.7	Knowledge of the issues facing substance misusers including appropriate medical interventions, social care and health issues.	E	A/I

1.8	Sound and demonstrable knowledge of harm reduction and health promotion interventions.	E	A/I
1.9	Robust understanding of safeguarding and evidence of experience of upholding principles of safeguarding	E	A/I
1.10	Experience of BBV screening and the administration of BBV vaccinations	D	A/I
1.11	Experience of managing dual diagnosis service users, and working in partnership to meet their needs	E	A/I
1.12	Experience of supervising and appraising staff	D	A/I
1.13	Experience of teaching and delivering training packages	D	A/I
<b>2.</b>	<b>Abilities and skills</b>		
2.1	Ability to assess and recovery plan service users and formulate written reports as necessary.	E	A/I
2.2	Maintain professional boundaries and work effectively with partnership agencies.	E	A/I
2.3	Demonstrate skills to undertake administrative duties.	E	A/I
2.4	The ability to meet deadlines	E	A/I
2.5	Clinical auditing skills to inform evaluation of the service and identify areas for development.	E	A/I
2.6	A valid UK driving licence and access to own vehicle <b>or</b> clearly demonstrate how you will meet any travelling requirements of the post.	E	I
2.7	Communicate confidently and effectively, verbally and in writing.	E	A
2.8	Understand and have a commitment to the principles of equal opportunity and diversity.	E	I
2.9	Employ a professional, empathetic and non-judgmental attitude towards service users.	E	I
2.10	Show commitment to facilitating positive outcomes for service users.	E	A/I
2.11	To demonstrated being able to be both proactive and reactive in service delivery.	E	A/I

2.12	Reliability and respond flexibly to the demands of the post.	E	I
2.13	Show a capacity to autonomously, seek support when indicated and the ability to keep calm under pressure.	E	I
2.14	The ability to take responsibility for the clinical leadership of the unit and deputise for the Lead Nurse within competency levels.	E	A/I
2.15	Knowledge of local services and geography.	D	I
2.16	Knowledge of motivational interviewing techniques.	D	A/I
2.17	Qualification(s) in substance misuse	D	A
2.18	Ability to identify issues/situations/information and have the skills to formulate solutions and make recommendations on the best course of action	E	A/I
2.19	To manage own time and diary effectively meeting deadlines	E	I
2.20	To assess and evaluate risk in relation to substance misuse and health and mental health needs. To understand complex factors relating to risk and commence appropriate management of these patients	E	A/I
2.21	To actively contribute to the development and timely review of local procedures.	E	A/I
2.22	To implement policies within the service as require	E	A/I
2.23	To actively contribute to identifying service development issues / themes and propose changes to practices in own work area	E	A/I
<b>3.</b>	<b>Working within WDP's framework of commitments to employees</b>		
3.1	A commitment to engaging with, understanding and promoting WDP's values, vision and mission.	E	A/I
3.2	An understanding of and commitment to safeguarding best practice.	E	A/I
3.3	An understanding of the importance of professional integrity in relationships with service users, peers and other relevant professionals.	E	A/I
3.4	A responsibility for your own health, safety and wellbeing as well as those around you (e.g. colleagues and service users).	E	A/I
3.5	An understanding of and commitment to treating all information	E	A/I

	acquired through the course of your employment as confidential.		
3.6	An understanding of information governance processes and a commitment to follow and apply all necessary safeguards.	E	A/I
3.7	A commitment to seek learning opportunities to improve and broaden your own professional knowledge and skills and to contribute to and where relevant oversee the learning of others.	E	A/I
<b>4.</b>	<b>Key competencies</b>		
4.1	Effective verbal and non-verbal communication and interpersonal skills	E	A/I
4.2	IT and report writing skills	E	A
4.3	Working understanding of medicines and prescription management compliance with NMC Guidelines.	E	A/I
4.4	The ability to assess, plan and implement safe and effective clinical care	E	A/I
4.5	The ability to work within levels of competency and seek support when needed	E	I
4.6	Clinically and supervising and line managing staff	E	A/I
4.7	The ability to formulate and write local operating procedures	D	A
<b>5.</b>	<b>Equality, diversity, vision, mission and values</b>		
5.1	An empathy for and understanding of our mission, vision and values.	E	A/I
5.2	Commitment to equal opportunities and overcoming barriers to diversity and equality.	E	A/I
5.3	Experience of working with people from a range of social, cultural and ethnic backgrounds.	E	A/I
5.4	Experience and commitment to supporting and working within diversity awareness environments.	E	A/I
<b>6.</b>	<b>Circumstances</b>		
6.1	Able to travel as required for the role and attend meetings and other activities outside office hours	E	A/I
6.2	A flexible approach to workload.	E	A/I

			<b>Authors</b>		
	Version number	Date	Initials	Initials	Initials
	0.1	27/11/2016	WB		