



## 1. Advertisement

**Post Title:** Senior Mental Health Nurse/Practitioner

**School/department:** Division for the Student Experience / Wellbeing, Therapeutic and Residential Life Services

**Hours:** 1.0 FTE (Due to the requirements of this post, we are unable to offer fractional hours and the role is based 100% on site)

**Contract:** Fixed term for 2 years

**Reference:** 7595

**Salary:** starting at £44,414 to £52,814, pro rata if part time.

**Closing date:** 11 May 2023. Applications must be received by midnight of the closing date.

**Expected interview date:** to be confirmed

**Expected start date:** As soon as possible

We are aiming to recruit a highly motivated, pro-active, enthusiastic, and organised Senior Mental health Nurse Practitioner to join our busy Wellbeing, Therapeutic and Residential life team.

You will be a registered mental health nurse with post-qualifying mental health training and five years' post-qualifying experience e.g. in hospital or community urgent care roles such as A & E Mental health liaison or similar. Your primary function will be to provide daily triage, manage and coordinate work, ensuring referrals are dealt with according to clinical need; to record care plans in line with professional record-keeping standards and to ensure that clinical care meets acceptable standards of patient safety and quality outcomes. You will also support to students/staff and help to develop and maintain the University's relationship with the NHS, acting as a liaison between our services and theirs at case level.

A strong team player yet capable of a high degree of autonomy and professional accountability, we are looking for a positive, individual with excellent communication skills who can work well under pressure, is keen to take responsibility, and can be flexible and responsive as well as creative and innovative.

You will undertake urgent mental health/capacity/risk assessments. You will manage and coordinate appropriate care plans for those with complex mental health conditions in liaison with NHS primary and secondary mental health services/statutory services, following up and maintaining contact as appropriate. You will provide training on appropriate mental health interventions. You will work in conjunction with other University mental health professionals to provide specialist mental health support and advice to colleagues and will attend, or if necessary, chair all levels of case/crisis meetings within the Student Experience.

**Key Working relationships:** Students from across the University, Division of the Student Experience, all academics and professional services within schools, external partners including Primary and Secondary NHS Services.

Please contact Jane Hoyle [jh898@sussex.ac.uk](mailto:jh898@sussex.ac.uk) with any queries about the post.

For full details and how to apply see our [vacancies page](#)

*The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.*

## 2. The School / Division

Please find further information regarding the school/division at

<https://www.sussex.ac.uk/about/strategy-and-funding>

<http://www.sussex.ac.uk/schoolsandservices/professionalservices/student-experience>

<https://www.sussex.ac.uk/study/terms-and-conditions/access-agreements>

Job Description for the post of: Mental Health Nurse Practitioner

<b>Job Title:</b>	Senior Mental Health Nurse Practitioner
<b>Grade:</b>	Grade
<b>School/Division:</b>	<b>Wellbeing, Therapeutic and Residential Life Services</b> (Student Experience Division)
<b>Location:</b>	Health Centre (Therapeutic Services)
<b>Responsible to:</b>	Head of Wellbeing, Therapeutic and Residential Life Services
<b>Direct reports:</b>	N/A
<b>Key contacts:</b>	Student Experience Division, Counselling Service, GP Practice, Primary and Secondary Psychiatric Care networks.

### Role description:

The primary function of this role will be to work with the Head of Wellbeing, Therapeutic & Residential Life Services with other colleagues to develop and ensure appropriate working partnerships are in place with colleagues, students, and external stakeholders, which are conducive to the effective realisation of the University's strategic aspirations in relation to the delivery of mental health interventions and the student experience.

To offer a daily duty/assessment, referral, and follow-up service to support students who are in crisis or require an urgent assessment; to help them engage with internal University services and/or access the specialist services they need as appropriate.

To inform and manage our response to mental health crisis and support/advise staff across the division who respond to out-of-hours emergencies on campus.

The post holder will have a mental health qualification and significant experience (5 years or

more) of working in a multi-disciplinary mental health setting. The University will provide appropriate clinical supervision and will support participation in CPD to maintain best practice.

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## PRINCIPAL ACCOUNTABILITIES

1. Responsible for the assessment and ongoing provision of care to students with the most complex mental health conditions, ensuring that they are managed appropriately, and processes are followed, in a confidential and compassionate manner.
2. Responsible for providing urgent risk assessment and the management of complex, unwell students who require unplanned intervention or care with particular emphasis on the active and assertive referral of students to appropriate NHS Mental Health Services.
3. To act as an autonomous, registered practitioner who is legally and professionally accountable for own unsupervised actions guided by your professional code of conduct, guidelines, and protocols.
4. Responsible for liaison and development of a good working relationship between the University and NHS primary and secondary mental health services at case level.
5. To be a supportive and informative point of contact for any university staff who need expert advice, guidance, or training relevant to managing the mental health and wellbeing of students.
6. Participation in any relevant university processes related to the mental health and wellbeing of students, alongside attendance at meetings, proactive liaison with university and external colleagues, and co-ordination of individual student care, as required, ensuring excellent communication at all levels.
7. Development of close working with university staff and external agencies to actively promote a mentally healthy university and to educate students about life skills for wellbeing.
8. To attend clinical supervision as provided by the University, and to maintain continued professional development.

## KEY RESPONSIBILITIES

1. **To provide mental health care to those students who, having presented to the university support services, require support, and ensure appropriate follow up takes place.**
  - To provide person specific, evidence based mental healthcare to those students who require support in primary care but who do not require secondary care level input.

- To provide triage and assessment, and referral onwards if necessary, to students who present requesting support, with appropriate signposting to other services.
- To refer appropriately both to internal University services and externally to the NHS primary and secondary services, other statutory services and third sector organisations
- To provide brief therapeutic intervention or 1-2-1 follow-up sessions for students who have been assessed to require this.
- To maintain therapeutic boundaries and confidentiality when caring for students, and when discussing cases with other staff, NHS, or external agencies.
- To support students transitioning in and out of secondary care, CAMHS & adult services, and who are moving between different geographical areas.
- To develop and maintain relationships and professional networks with other care providers and stakeholders across the university; within the NHS and with external agencies, in order to provide holistic, joined up care, including assertive referral, for students both on and off campus
- To manage own short-term caseload and work closely with the team in order to share best practice and promote a positive and healthy culture, within university standards.

**2. To provide urgent mental health intervention where students require unplanned care and support**

- In cases of crisis or urgent mental health need, to lead complex risk assessment, assertive engagement, triage, coordination of next steps, and support colleagues who may require urgent advice or signposting guidance.
- To conduct urgent risk assessments in person, wherever necessary on campus, or if necessary, by telephone or by virtual means or with a home visit off site.
- To be part of a higher escalation out-of-hours rota with other senior team members, to support/provide advice to any out-of-hours emergency staff working out-of-hour rotas in University-managed accommodation. This is likely to be one week in three-five and occurrences callouts are currently rare.

**3. To provide an expert point of contact for all university staff requiring advice about student wellbeing cases**

- To be available to discuss cases within the boundaries of confidentiality, to support university staff in supporting student mental health
- To provide training to staff, to build knowledge, confidence and understanding of student mental health, as well as of pathways, referral, and signposting at the university.
- To develop web based and other online resources for use by staff supporting students and to deliver training.

- To keep up to date with mental health developments in higher education including developing and maintaining a good working knowledge of current provision in other higher education institutions and applying relevant aspects of best practice to developments at University of Sussex.
- 4. To participate in university processes and procedures relating to Fitness to Study (Support to Study), Return to Study, suicide prevention, crisis intervention, disability assessment and similar, to ensure co-ordinated support is provided to students, and excellent communication is maintained between all parties.**
- To attend all required meetings and chair them if necessary/appropriate.
  - To assess any mental health cases in terms of fitness to study or fitness to return to study as necessary.
- 5. To participate in multidisciplinary teamwork across the university and with other external sectors to ensure joined up care, and efficient use of resources, in the provision of support services to all students**
- To attend meetings as required to fulfil the requirements of multidisciplinary teamwork and your role.
  - To maintain accurate, contemporaneous, and confidential record and note keeping in line with professional, ethical, and legal requirements, and also team procedures.
  - To develop and manage practices and procedures that ensure that confidentiality is maintained in line with data protection requirements and University Policy.
  - To contribute to high quality service audit, evaluation, and clinical management
  - To ensure compliance with the University Health and Safety requirements
- 6. Work with Academic Departments & Schools and Professional Services at the University to foster greater mental wellbeing and resilience amongst the student community, and with external agencies to promote the interests, and for the benefit, of University of Sussex students.**
- To contribute to the development, implementation, evaluation and monitoring of the Division's strategy, policies, and procedures relevant to student mental health and wellbeing, and other relevant strategies as required.
  - To engage with and participate in wider (population based) approaches to educating students, raising awareness of mental health and services, and promote healthy approaches to living.
  - Collaborate and work with NHS and other agencies to ensure that university students' interests are represented in local planning and provision of services, build close working relationships with local healthcare providers, including the on-campus GP service, develop pathways and improve communication between university services and NHS or other local relevant health and wellbeing related organisations.

## **PERSON SPECIFICATION**

### **ESSENTIAL CRITERIA**

#### **Qualifications**

1. Professional qualification in mental health nursing such as registered mental health nurse RMN with a current NMC PIN number.
2. Current professional accreditation / registration with an appropriate and recognised professional body
3. Educated to degree level or relevant equivalent mental health experience
4. Post-registration clinical development and experience of assessing, planning, implementing, and evaluating aspects of mental health care with adults and young people.

#### **Knowledge and Experience**

5. Knowledge of legislation relating to Mental Health and Disability
6. Specialist expertise in the urgent assessment and management of risk and mental illness, and knowledge of the range of local mental health service provision where external referral is required.
7. A capacity for working and liaising inter-professionally using oral and written communication with a clear understanding of personal and professional boundaries
8. Demonstrates knowledge and understanding of how IT systems can support and enhance service delivery.
9. Understanding of the issues that HE students face and the areas of support that are required for students beyond mental health support.
10. Excellent knowledge of the mental health issues and support needs of students and/or young people (16-25 years old)
11. Knowledge and understanding of current mental health practice within the NHS and voluntary sectors and of relevant NHS and voluntary sector organisations - including knowing how and when to make effective referrals into these services.
12. Experience of working with individuals in crisis and advising them on an appropriate framework of support
13. Experience of managing a large, complex caseload within the mental health profession
14. Experience of referring cases into NHS or voluntary sector bodies and working with these services on complex or crisis cases

15. Experience or knowledge of providing student-facing services within Higher Education, including direct engagement with students
16. Experience of providing short-term focussed individual therapeutic interventions.

### **Skills**

17. Excellent clinical decision making and triaging skills
18. Clear experience and skills in how to assess and manage risk (including risk to self and others) in a clinical mental health setting, including undertaking risk assessments using a recognised assessment framework.
19. Ability to manage relationships sensitively with distressed students and tolerate and manage high levels of risk
20. Excellent IT and administrative skills, including administrative self-sufficiency (e.g. email & diary management, case load recording, letter-writing)
21. Evidence of excellent time management, organisational and record-keeping skills, with an ability to manage own workload with minimal supervision, whilst also working successfully in collaboration with colleagues.
22. Ability to deliver training, presentations, group work and psycho-educational content
23. Ability to balance the need to share information appropriately to ensure the effective management of risk with the need for confidentiality and compliance with data protection legislation
24. Strong advocate of equality and diversity and of promoting access for students / young people with mental health issues
25. Ability to show sensitivity to working with students of diverse backgrounds and an understanding of the impact issues of diversity may have on support.

### **Additional Information**

This role will require an enhanced DBS check

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or level of responsibility entailed.

The post holder may be required to carry out any other reasonable duty commensurate with the role.

The role will include being on an out- of- hours rota as an escalation point for mental health crisis on campus. Due to the nature of the role there is an expectation that the post-holder will stay outside usual hours when required to ensure that appropriate support is arranged for individual students particularly when there is a significant risk of harm to self and/or others.