



## **Job Profile**

# **Approved Mental Health Professional (AMHP)**

## **Grade K**

**Group:** Children, Adults & Families

**Service:** Adult Social Care

**Location:** Civic Centre

**Line Manager:** Team Manager

**Car User Status:** Casual

### **Job Purpose**

A core requirement of the post is that the worker will operate as an AMHP and provide required s114 statutory MHA (Mental Health Act) cover to the AMHP duty rota. The post this will involve some out of hours working, where assessments have commenced during working hours, but then have run beyond core working hours. If a worker is unable to perform such duties then they can't effectively provide the required core statutory work function of the role, and as such a worker would not be able to this post.

**The key roles of this post will include:**

**The following are Core statutory AMHP Rota duties:**

1. To arrange and coordinate the process of assessments under the Mental Health Act 1983 adhering to all mental health legislation, the MHA Codes of Practice and other related legislation. This includes the screening of MHA referrals and would be undertaken on a rota basis, acting as a Single Point of Access for all requests for assessments under the Mental Health Act.
2. To practice as an Approved Mental Health Professional (AMHP), including participating on the Approved Mental Health Professional (AMHP) rota which will take place in a variety of settings including assessments in the community, s136 suites, police stations and hospitals. Assessments are undertaken for those experiencing a mental disorder of a nature or degree regardless of age.
3. Where an application for detention into hospital is deemed necessary and the AMHP is satisfied that such an application ought to be made in respect of the individual. Such applications to admit formally into hospital require the completion of statutory documentation. While both informal and detained admissions necessitate the completion of an AMHP assessment report. As part



of the assessment process an AMHP is required consult and consider the wishes expressed by the patient and relatives as well as any involved professionals in the delivery of the individual's care. While there are specific requirements under Mental Health legislation relating to consultation within the nearest relative.

4. When considering the need to admit an individual to hospital, either voluntary or under compulsion, the AMHP will reach an independent judgement about the need for compulsion, and pursue any appropriate alternatives to compulsion wherever possible. It is expected that AMHPs will work with the CRHT (Crisis Resolution Home Treatment) Team to facilitate and / or be involved in the organisation of care as an alternative to hospital admission.
5. Consider the feasibility of and contribute effectively to planning and implementing options for care such as alternatives to compulsory admission, discharge and aftercare where CTO's Guardianship or s117 Aftercare services are being considered.
6. In line with the Code of Practice AMHPs are also required to undertake follow up tasks including the displacement / identification of Nearest Relatives. AMHPs will also be involved in the preparation of legal support statements for the Court and attendance will be required at such legal hearings.
7. Attend AMHP training as required to practice competence and re-approval via the department's re-approval procedure. Take responsibility for personal development needs in relation to AMHP practice, through attendance at appropriate training, regular attendance at AMHP meetings/forums and any other ways of keeping up to date with mental health legislation and practice.
8. AMHPs will be supervised by their team manager and will also receive additional supervision from the AMHP Development Lead Practitioner in relation to Mental Health legislative duties and responsibilities, training and development.
9. Given that a proportion of the AMHP's duty role is to undertake Mental Health Act assessments in the community and at short notice a level of out of hours i.e. assessment running beyond core hours, will on occasion be required.

**Other key roles of this post include:**



1. The completion of social circumstances reports for Tribunal and Hospital Mangers reports and attend such meetings as required.
2. As required the AMHP may be required to attend s117 meetings, and undertake s117 reviews
3. Keep appropriate records with an awareness of legal requirements and with regard to record keeping and the use and transfer of information. Both Local Authority and Partnership Trust policies and procedures for written and electronic records must be adhered to.
4. Provide reasoned and clear verbal and written reports to promote effective accountable and independent AMHP decision- making and decisions concerning risk and care.
5. Collaborate with the multi-disciplinary team and other statutory, voluntary and independent sector agencies to provide a community-focused service to people in crisis.
6. Where it is identified that someone's mental health is deteriorating and may require an admission to hospital - Undertake prompt assessments involving clients and carers and where appropriate to formulate an immediate plan of care to enable a client to remain at home, working jointly (with CRHTT), ensuring multi-disciplinary input into the process and positively promoting client and carer participation attempting to avoid hospital admission, utilising resources within social care i.e. Reablement / Rapid Response.
7. To work with clients suffering mental distress on a short-term solution-focused basis that empowers the person to resolve their current crisis. To undertake these tasks within a philosophy of recovery and social inclusion.
8. To work in partnership with Safeguarding / MASH and assist with investigations, with suitable supervision, attending planning meetings, case conferences and reviews and perform a key working role where appropriate particularly where there are children or other vulnerable adults at risk.
9. To improve integrated working and develop working practices with partners for example, acute inpatient wards, rehabilitation units, Police, Crisis Teams, Street Triage, Initial Response.
10. To act as Social Supervisor regarding Ministry of Justice for s41/37 cases.



11. Provide supervision to other social care staff/students, as appropriate, according to their level of qualification and experience. Act as supervisor and mentor to students and trainees as requested and assist new staff with induction processes. Maintain and keep an up to date portfolio which records personal development and skills training undertaken, any supervision of AMHP trainees carried out and any other relevant practice.
12. Maintain awareness of current trends, practices and research on mental health. Participate in governance and developments in the workplace.
13. Make available specialist advice and knowledge through co working and training within a multi-agency approach.
14. Act at all times in a professional manner and follow the code of professional conduct. AMHPs must adhere to the HCPC codes of practice and continued professional development and take responsibility for maintaining their professional registration.
15. Ensure that Health and Safety responsibilities are carried out in accordance with the department's health and safety policy and procedures.
16. To undertake any other duties/responsibilities which are appropriate to the grade of this post. Due to the nature of the role this is likely to include working across a variety locations and outside of standard working hours.



## Knowledge & Qualifications

### Essential:

#### Knowledge

- Knowledge of relevant legislation including: Mental Health Act 1983 (2007) and its interface with the Mental Capacity Act 2005, ), Care Act 2014, Human Rights Act 1998 and Deprivation of Liberty Safeguards, case law and relevant codes of practice. The ability to interpret this legislation and apply it to practice while adhering to the Local Authority's statutory responsibilities
- The ability to analyse information and assess risk and levels of need in line with eligibility criteria
- The management and organisation of workload including the ability to appropriately prioritise tasks and manage competing demands
- Excellent IT skills
- Excellent communication skills
- The ability to work as a team member but also to use own initiative
- A commitment to anti-oppressive practice, equal opportunities and interagency working

#### Experience

- Experience of working with adults who have mental health needs and their carers
- Experience of undertaking assessments, applying relevant criteria and where necessary identifying appropriate services to meet eligible needs
- Experience of managing risk and being involved in the safeguarding process

#### Qualifications

- AMHP Qualification or willing to undertake the necessary training within 12 months of appointment leading to the AMHP qualification
- Social Work qualification or equivalent i.e. MA or BA in Social Work, Dip SW CQSW or CSS with two years post-registration experience. Or be a qualified Nurse, Occupational Therapist or chartered Psychologist with the skills and experience specified in the regulations - this includes two years post-registration experience.
- Current registration with Social Work England
- A commitment to continuous professional development
- A willingness to undertake relevant training as required by the Local Authority
- A current driving licence and access to a car or mobility support.

### Desirable:

#### Knowledge

- Knowledge of specific needs relating to adults with mental or physical health needs or learning disabilities.



- The maintenance of the Local Authority's social care database including the accurate recording of case observations.

#### Experience

- Multi-disciplinary working across a range of client groups

#### Qualifications

- Accredited post qualifying training relevant to the role of Social Worker

## Competencies

### Customer Focus

Puts the customer first and provides excellent service to both internal and external customers

### Communication

Uses appropriate methods to express information in a clear and concise way to make sure people understand

### Team Working

Works with others to achieve results and develop good working relationships

### Making things happen

Takes responsibility for personal organisation and achieving results

### Flexibility

Adapts to change and works effectively in a variety of situations

### Learning and Development

Actively improves by developing and applying new skills and knowledge and learns from past experiences