

Job Description and Person Specification

Approved Mental Health Professional
(AMHP)/Social Worker

A Lambeth to be proud of



Job Title: AMHP/Social Worker

Department: Adult Social Care

Grade: PO4

Reports to: Practitioner Manager or Team Manager / EDT Service Lead

Responsible for: N/A

Job Purpose

Day Time AMHP Main Purpose of Post:

To promote positive change in people's lives by using social work methods, models, and tools, with the aims of helping them to be as independent as possible and to manage risks of abuse and neglect

To provide a high quality, integrated, effective, Approved Mental Health Professional (AMHP)/Social Work service in line with legal and statutory obligations under the Mental Health Act (MHA, 1983, amended 2007), Care Act 2014 & National Guidance and Local Policy.

The post holder will undertake assessments, reviews, and planned interventions under the remit of the Care Act in addition to undertaking the functions of an Approved Mental Health Professional on behalf of the Local Authority. There will be the requirement that the post holder will be part of the AMHP duty rota.

To make professional judgements in the context of the relevant legal and policy frameworks, including but not limited to: The Mental Capacity Act / DoLS as well as The Liberty Protection Safeguards as appropriate. The Human Rights Act and relevant case law in relation to the role of the AMHP.

Where appropriate to work with people to carry out assessments of their needs for care and support, to plan how those needs will be met, to support them with putting those plans into action and review those plans and reassess needs as required.

Where appropriate to carry out adult safeguarding enquiries, support the work of others involved in these enquiries, and to support people with care and support needs to develop and put into action safeguarding plans appropriate to their wishes and circumstances.

Where appropriate to review and sign off appropriateness for Breathing Space applications in as far as the regulations under The Debt Respite Scheme Regulations 2020 mandate.

EDT AMHP's Only Main Purpose

To provide an expert and comprehensive emergency assessment, risk management and generic social work service to children and their families and adults on an emergency duty basis (i.e. out of hours).

The post holder will be required to work autonomously and be responsible for making decisions on behalf of the department in the work normally covered by the Children's Social care, Mental Health, and Adult Social Care divisions.

To provide a preventative and rehabilitative service in line with the expectations of the Children and Adult Legislation and facilitating appropriate resources where necessary to enable children and adult service users to remain with their own families or within their own homes.

Key Social Work Responsibilities (for those with SW Registration):

1. To provide high quality, integrated, effective social work service to adults, children and carers and the community in accordance with the Health and Social Care Act 2014 statutory requirements, local policy, procedure, and guidance.
2. To be responsible for undertaking holistic, strengths-based assessments with adults, children, carers, and families to help them make informed choices and decisions, enabling them to clarify and express their needs, manage risk, and contribute to service planning.
3. To manage a caseload of people with care and support needs and carers with support needs including statutory assessments and reviews when required. To make the arrangements for support to be put in place.
4. To work with people in a person centred manner to plan how their care and support needs or, in the case of carers, their support needs might be met. This will involve identifying eligible needs and needs that will be met by the local authority and include making sure they get the advice, support, and guidance they should have, and may include making sure they have access to translation, interpretation, or advocacy services.

5. Giving people who may have care and support needs or who are carers information about any likely cost of services, welfare rights entitlements, and any other relevant information and advice. To carry out financial assessments relating to care and support services, or make sure these are done.
6. To recognise and act on safeguarding concerns relating to children and to adults with care and support needs and contribute to the response to such concerns.
7. To undertake safeguarding adults' enquiries and develop safeguarding plans, ensuring that your work is in line with the relevant policy, procedure, and guidance. To support others involved in safeguarding enquiry work, including the person experiencing or at risk of abuse and neglect, their family and friends, and colleagues both within the Council and in other organisations.
8. To apply the Mental Capacity Act 2005 to work done, where the situation requires it. This may include assessing capacity for decision making, contributing to best interest decisions, and making applications to and representations at the Court of Protection.
9. Make recommendations to the Council to consider legal action, where appropriate. Attend court as a witness, as required.
10. To meet the organisation's requirements in regard to record keeping, including that required for the monitoring of performance and quality.
11. To identify where needs cannot be met due to unavailability of resources or because of inadequate financial provision, and to make your manager aware of this.
12. To be responsible for the collation of identified information required for the monitoring of performance and quality.
13. Prepare and present written and verbal reports to the First Tier Tribunal and Hospital Managers hearings.

14. To contribute to the investigation and resolution of complaints, Member's Enquiries or Local Government Ombudsman enquiries, and play a part as needed in identifying and acting on the lessons learned from these.
15. When serious incidents occur relating to service users, to take actions to address the immediate situation, if appropriate, and to make your manager aware.
16. To prepare and present reports and assessments to meetings of colleagues, reviews, and panels, as well as legal proceedings.
17. To keep your skills and knowledge up to date, in order to be able to meet the requirements of your role and to maintain the requirements of professional registration. This will include keeping up to date with relevant laws, regulations, and guidance, and acting in line with it.
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18. To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations. To carry out the duties and responsibilities of the post with full regard to the Council's Equal Opportunities Policy and any other council policies and good practice guidelines, and for all work to be carried out in line with the Public Sector Equality Duty.
19. To be able to carry out effective work in the most complex and challenging cases, for example those with two or more of the following characteristics:
 - Multi-agency input to complex family or organisational dynamics
 - Serious hostility and conflicts of interest
 - Multiple problems or disadvantages
 - Multiple and significant risk factors
 - The need to consider the public interest
20. Effective work in such complex and challenging situations includes
 - Co-ordinating work across networks, communities, and agencies
 - Being able to take the initiative, to form constructive alliances and to act as a change agent

- Applying skills appropriately around the management of self and professional identity
21. Working with appropriate independence, which will involve collaborating on equal terms with members of other professions.
 22. Contributing to the development of services, policies, practice, and research

Key AMHP responsibilities areas:

1. To carry out and manage the process of MHA assessments, consistent with legal and statutory obligations including identification and implementation of least restrictive options and identification, engagement and support of Nearest Relatives when undertaking statutory work.
2. To undertake duties under the Mental Health Act 1983 including, participation in mental health AMHP duty rota.
3. To make applications to the court where relevant under the Mental Health Act 1983
4. To be the Statutory decision - maker on behalf of Lambeth Council with regards to the AMHP role and responsibilities under the MHA for each assigned case.
5. To provide support and specialised advice to colleagues in relation to statutory AMHP work, including potential admission under MHA, Community Treatment Orders, Guardianship, Mental Health Tribunals and Mental Capacity Act issues.
6. To undertake assessments under the Mental Capacity Act and where appropriate initiate Best Interests procedure.
7. Maintain AMHP status in line with statutory regulations.
8. To be available to provide practice placement supervision for social workers undertaking AMHP training.

9. Maintain and update your own technical knowledge and continuous professional development.
10. Providing guidance regarding mental health legislation including relevant case law where needed to professionals involved in mental health act assessment and providing professional view as part of wider multi-disciplinary case discussions as appropriate.
11. To identify your own learning needs in preparation to become a practice assessor for AMHP trainees.

EDT AMHP's Only – Key Responsibilities:

1. Assessing and evaluating and prioritising the social care requirements of all cases that present out of hours.
2. Provide expert advice and quality interventions for all client groups during out of hours and maintaining best practice standards in all aspects of the work undertaken
3. To visit clients to assess and deal with the situation where the circumstances require direct support or intervention (e.g. MHA Assessment, Child Protection, Accommodating children, or finding a suitable placement for an elderly person who for various reasons cannot remain at home, or is lost). Apply the relevant legal framework as required by respective legislation
4. To provide a preventative and rehabilitative service in line with the expectations of the Children and Adult Legislation, facilitating appropriate resources where necessary to enable children and adult service users to remain with their own families or within their own homes.
5. To investigate and take action on cases of homelessness arising out of hours.
6. To make decisions on behalf of the Local Authority as the only officer representing the authority at the time. Liaise with the Duty Team Manager in complex cases. Ensuring that any child death or serious incident is reported to the Duty Team Manager and senior management on call.
7. To plan quickly and effectively, involving carers as partners in the decisions made in respect of clients out of hours.
8. To liaise with other sections of the Department and other relevant agencies to ensure that good practice is carried out in line with departmental policy, including groups and agencies.

PERSON SPECIFICATION

<p>It is essential that in you can meet the following requirements for the role and be able to give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A).</p> <p>You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.</p> <p>If you are applying under the Disability Confident scheme, you will need to give evidence or examples of your proven experience in the areas marked with "Ticks" (✓) on the person specification when you complete the application form.</p>			Shortlisting Criteria
<i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i>			
Key Knowledge	K1	Specialist expertise in the Mental Health Act 2007 and the Mental Capacity Act 2005 particularly around the statutory role of the AMHP. Specialist expertise in the nature of mental disorders and related risks.	✓A
	K2	Knowledge of the Care Act 2014, and other statutory instruments, policies, procedures, and issues relevant to adult social care.	
	K3	Knowledge of social work theories and values, and how to apply these in practice.	
	K4	Thorough understanding of issues relating to people with care and support needs and their carers	✓A
EDT AMHP Only	K5	Thorough knowledge of proposed and actual legislation, statutory regulations and Government guidance and standards relevant to children in need.	✓A
Relevant Experience	E1	Experience of undertaking assessments of adults with care and support needs, developing care and support plans, identifying risks, and monitoring outcomes	
	E2	Experience of undertaking safeguarding adults enquiries.	
	E3	Experience of assessing mental capacity and making best interests decisions, in line with the Mental Capacity Act 2005.	✓A
	E4	Experience of leading mental health act assessments.	✓A
	E5	Experience of successfully managing the most complex and challenging cases.	✓A
EDT AMHP Only	E6	Experience of direct work with children undertaking assessment of need and risk	✓A
Qualification	Q1	Professional qualification in health allied professional and relevant regulatory body registration	✓A
	Q2	Completion of AMHP post-qualifying course and eligible to be warranted as AMHP.	✓A

Core Values and Behaviours		<p>Equity</p> <ul style="list-style-type: none"> • Listen to the views of others and ask for their opinions making sure that everyone in my team inputs into the things that matter. • Ensure fairness and justice is at the heart of my decision making and support to my team and others. • Take time to build trust, building the respect of our stakeholders and ensuring as a team we take accountability for doing what we agree to do. • Develop others and ensure we work as one team for Lambeth, encouraging everyone to play their part • Take positive action to ensure everyone in my team has opportunities to learn and grow at work • Encourage everyone to be themselves at work and value who they are • I am inclusive and actively celebrate diversity, • recognising everyone in my team as individuals. 	
		<p>Kindness</p> <ul style="list-style-type: none"> • Treat each member of my team with respect and dignity just as I would want for myself. • Encourage each member of my team to do their very best work and am available to them to provide support and guidance. • Personalise my support to each team members and look out for them, lending a hand wherever I can • Encourage everyone to try and learn from mistakes and use integrity to take action with my team to put things right together • Work with empathy seeking to understand each and every member of team, their unique perspective and circumstances and ensure everyone is heard • Take the time to communicate, being honest, open and genuine and taking the time to get to know team members as individuals. • Show compassion and patience recognising that everyone in the team has unique experience and celebrating the great work they do for Lambeth. • Look after the health and wellbeing of my team members and encourage open and regular discussions about the issues that impact on them, working together to find solutions. 	
		<p>Accountability</p> <ul style="list-style-type: none"> • I encourage and support my team to do the right thing even when it's tough and we communicate our decisions in a timely way • I ensure my team and employees take individual and collective accountability for 	

		<p>performance and delivery, making sure that they have clear plans and performance objectives.</p> <ul style="list-style-type: none"> • I ensure my team plan ahead, getting the basics right and take swift action when problems arise • I encourage my team to be risk aware and ensuring that our decisions and actions are informed and understood and communicated to others. • I provide regular, timely and constructive feedback to my team members on their performance and behaviours and act quickly when performance is not on track. • I share my learning, knowledge and skills with others thorough coaching and mentoring and encourage others to do the same. • I ensure that my team and I put residents, communities, customers and their needs at the centre of everything we do. • I encourage my team to learn and grow and ask questions to find the information they need to do their jobs 	
		<p>Ambition</p> <ul style="list-style-type: none"> • Am proud of our borough and my team and encourage everyone in the team to aim for the highest possible standards of excellence in everything we do. • Encourage my team to be flexible and try new things when it's appropriate to do so and tell me what could be improved. • Promote a one team for Lambeth approach reaching out to our stakeholders to face our challenges together • Encourage and support my team to be courageous for our residents and communities and stop at nothing to ensure they have the best possible outcomes • I make time for the team to Innovate and look for creative ways to do things better, being curious about possibilities. • Positively challenge and encourage the team to collaborate and look for solutions together across service and team boundaries. • Make time for my team to grow and develop taking advantage of opportunities to learn from each other and others. We plan our learning and career growth. 	

