

Job Title:	<b>Independent Non Medical Prescriber (NMP)</b>
Current NMC or GPhC registration required	
<b>1. Main purpose of the role</b>	
<p>As directed by the NMP Lead, Assistant Medical Director and the Service’s Medical Lead, the post-holder will be an integral member of a multi-disciplinary and multi-agency team delivering recovery orientated alcohol and drug intervention services. The role holder will:</p> <ul style="list-style-type: none"> <li>• Offer care for presenting clients;</li> <li>• Initiate prescribing of and/or make amendments to prescriptions of opiate and/or alcohol substitute treatments and other related medications;</li> <li>• Take a lead role in developing the prescribing clinic, acting as a point of contact for other workers and partner agencies around prescribing issues.</li> </ul>	
<b>2. Reporting and working relationships</b>	
<p><b>Reporting relationships:</b></p> <p>The role will report directly to the assigned medical supervisor.</p>	
<b>3 Role-specific responsibilities</b>	
<b>Clinical Practice</b>	
3.1	Assess, diagnose, plan; implement and evaluate treatment/interventions and care for service users.
3.2	Clinically assess service user needs and plan clinical care accordingly.
3.3	Diagnose and manage on an individual needs basis, integrating both drug and non-drug based treatment methods into a management plan, in conjunction with the Recovery Coordinator.
3.4	Identify and assess suitability of service users for in-patient alcohol and opioid detoxification as appropriate.
3.5	Proactively review and manage clinical treatment plans of the service user.
3.6	Prescribe and review medication for therapeutic effectiveness appropriate to service user needs and in accordance with evidence-based practice and national and local protocols, and within scope of practice.

3.7	Work with service users to support concordance to prescribed treatments.
3.8	Provide information and advice on prescribed, illicit and over-the-counter medication, including side-effects and interactions.
3.9	Prioritise health problems and intervene appropriately to assist the service user in complex, urgent or emergency situations seeking immediate advice and direction from the Clinical Lead if needed.
3.10	Assess, identify and refer patients presenting with mental health needs.
3.11	Assess, update and refer service users for BBV vaccination and immunisation programmes. Support service users to adopt health promotion strategies that promote healthy lifestyles.
<b>Communication</b>	
3.12	Utilise and demonstrate sensitive communication styles, to ensure service users are fully informed and consent to treatment.
3.13	Communicate effectively with service users and carers, anticipating barriers to communication and recognising the need for alternative methods of communication to overcome different levels of understanding, cultural background and preferred ways of communicating.
3.14	Maintain effective communication within the organisational environment and with external stakeholders, acting as an advocate for service users and colleagues where necessary.
3.15	Ensure awareness of sources of support and guidance and provide information in an acceptable format to all service users, recognising any difficulties and referring where appropriate.
<b>Delivering a quality service</b>	
3.16	Understand and work within own competence, the relevant regulatory body's code of conduct, organisation policy and national prescribing competencies.
3.17	Produce accurate, contemporaneous and complete records of consultation, consistent with legislation, policies and procedures.
3.18	Prioritise, organize and manage own workload in a manner that maintains and promotes quality.
3.19	Deliver care according to clinical guidelines and evidence-based care.
3.20	Assess effectiveness of care delivery through self and peer review, benchmarking and formal evaluation. Be actively involved in the annual appraisal system.

3.21	Initiate and participate in the maintenance of quality governance systems and processes across the organization and its activities.
3.22	Utilise the audit cycle as a means of evaluating the quality of the work of self and the team, implementing improvements where required.
3.23	In partnership with other clinical teams, participate in shared learning, collaborate on improving the quality of health care, and respond to local and national policies and initiatives as appropriate.
3.24	Assess the impact of policy implementation on care delivery.
3.25	Understand and apply legal framework/processes that support the identification of vulnerable and abused children and adults and be aware of statutory child/vulnerable service users' health procedures and local guidance.
<b>Leadership</b>	
3.26	Take responsibility for own learning and performance including participating in regular clinical supervision and peer supervision as part of the NMP forum.
3.27	Support staff development, delivering training when necessary.
3.28	Encourage others to make realistic self-assessment of their application of knowledge and skills, challenging any complacency or actions that are not in the interest of the service or service users or aligned with organisational values.
3.29	Critically evaluate and review innovations and developments that are relevant to the area of work.
3.30	Promote the role of the NMP amongst the team and stakeholders.
<b>Team Working</b>	
3.31	Understand own role and scope and identify how this may develop over time.
3.32	Work as an effective and responsible team member, supporting others and exploring the mechanisms to develop new ways of working, role modelling values and the use of policies impacting on care delivery.
3.33	Work with colleagues, delegating tasks clearly when appropriate, adopting the principles of safe practice and assessment of competence.
3.34	Discuss, highlight and work with the team to create opportunities to improve client care.
3.35	Agree plans and outcomes by which to measure success.

Risk Management	
3.36	Manage and assess risk within the areas of responsibility, ensuring adequate measures are in place to protect staff and service users.
3.37	Monitor work areas and practices to ensure they are safe and free from hazards and conform to health, safety and security legislation, policies, procedures and guidelines.
3.38	Interpret national strategies and policies into local implementation strategies that are aligned to the values of the organisation.
Managing Information	
3.39	Use technology and appropriate software as an aid to management in planning, implementation and monitoring of care, presenting and communicating information.
3.40	Review and process data in order to ensure easy and accurate information retrieval for monitoring and audit processes.
4 CGL's commitment to you	
<i>CGL works within the following framework and requires all employees to do the same.</i>	
4.1	<p><b>Equal Opportunities</b></p> <p>CGL are committed to creating an inclusive environment, which celebrates difference and allows our staff and service users to flourish. CGL are committed to promoting and ensuring anti discriminatory practices through our organisational values, policies and procedures, which we expect all staff to promote and adhere to. CGL expect all staff to challenge prejudice and discrimination, to support staff with this we offer robust supervision alongside training and development opportunities to continually improve equality, diversity and inclusion practises.</p>
4.2	<p><b>Vision</b></p> <p>CGL enables people to make the positive changes necessary to lead independent and purposeful lives and create safer, healthier communities.</p>
4.3	<p><b>Career Development and Progression</b></p> <p>CGL is committed to providing its staff with opportunities for personal and professional development. We provide an internal training and development programme and aim to keep all our people up to date with new legislation and trends in social care work, with specialist training provided as required. Where appropriate, staff undertake external training courses in line with their development needs.</p>

4.4	<p><b>Safeguarding</b></p> <p>CGL are committed to ensuring the safeguarding and wellbeing of children and adults at risk, and all applicants will be required to demonstrate understanding of and commitment to best safeguarding practice.</p>
<p><b>5 Your commitment to CGL</b></p>	
5.1	<p><b>CGL Vision and Values</b></p> <p>Promoting and understanding the values and vision of CGL. To understand what it means to you in your respective role, to your team and to service delivery.</p>
5.2	<p><b>Children and adults at risk</b></p> <p>Demonstrating an understanding of and commitment to best safeguarding practice, making awareness of documentation and referral pathways at your service a priority and taking immediate and appropriate action as necessary.</p>
5.3	<p><b>Boundaries and behaviours</b></p> <p>Observing professional integrity in relationships with service users, peers and other relevant professionals.</p>
5.4	<p><b>Health &amp; Safety</b></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.</p>
5.5	<p><b>Equality, Diversity and Inclusion</b></p> <p>Being committed to helping to build an organisation that respects and values the diversity of all staff, making our services accessible and inclusive, regardless of an individual's protected characteristic (age, disability, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, religion or belief, sex and sexual orientation) recovery status or offending background.</p>
5.6	<p><b>Confidentiality</b></p> <p>Treating all information acquired through the course of your employment as confidential and complying with all the appropriate policies, systems and procedures.</p>
5.7	<p><b>Information Governance</b></p> <p>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.</p>

5.8	<p><b>Continuous Professional and Personal Development</b></p> <p>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.</p>
<p><i>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 CGL. Any change will be made after a proper period of consultation.</i></p>	
<p>This post is subject to a Disclosure and Barring Service check at an enhanced level. (Applies to all roles where regulated activity is undertaken.)</p>	
<p>Staff will need to work flexibly across operational sites as required and to work flexibly within an agreed number of hours to maintain the most appropriate level of service provision. This may involve evening and weekend working.</p>	
<p><b>We expect our Values to be at the heart of everything we do:</b></p> <p><b>Focus</b> – we focus on the service user as the way to achieve positive change for the individual and community at large.</p> <p><b>Empowerment</b> - allows service users and employees to reach their full potential and achieve their ambitions.</p> <p><b>Social justice</b> - a shared commitment as individuals and as an organisation.</p> <p><b>Respect</b> - for each person we engage, without reservation or judgement.</p> <p><b>Passion</b> – being driven by innovation and determination – to bring about the safest, healthiest outcomes for individuals and communities.</p> <p><b>Vocation</b> - means our work is more than just a job.</p>	

## NMP Competencies:

CGL supports the national Competency Framework for All Prescribers (RPS 2016) which articulates a common set of competencies that should underpin prescribing regardless of professional background. The competency framework is designed to help doctors and NMPs to be safe, effective prescribers who are able to support service users to get the best outcomes from their treatment.

The competency framework consists of ten competencies split into two domains. Within each of the ten competencies there are statements which describe the activity or outcomes prescribers should be able to demonstrate.



### THE CONSULTATION

1. Assess the patient
2. Consider the options
3. Reach a shared decision
4. Prescribe
5. Provide information
6. Monitor and review

### PRESCRIBING GOVERNANCE

7. Prescribe safely
8. Prescribe professionally
9. Improve prescribing practice
10. Prescribe as part of a team

CGL is committed to the continuing professional development (CPD) of its NMPs, and you will have opportunities to develop your knowledge and skills to support you in maintaining and enhancing competence in prescribing.

## Person specification

Essential and desirable requirements (E & D) for the role and assessing and testing the necessary level of competence required for this role.

**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.

<b>1</b>	<b>Education, knowledge and experience</b>	
1.1	Qualified pharmacist with current GPhC registration and two years's post-qualification experience OR First level registered nurse with a current PIN AND three years post qualification experience.	E
1.2	Qualified Non-Medical Prescriber.	E
1.3	At least one year's relevant and recent experience of working within substance misuse treatment.	E
1.4	A clear understanding of the need for and ability to deliver quality services.	E
1.5	Sound and demonstrable knowledge of clinical prescribing issues.	E
1.6	Sound and demonstrable knowledge of harm reduction and health promotion interventions.	E
1.7	Knowledge of the issues facing substance misusers including appropriate medical interventions, social care and health issues.	E
1.8	Ability to assess and recovery plan service users and formulate written reports as necessary.	E
1.9	Experience of contributing to project development.	E
1.10	Ability to interpret relevant medical test results.	E
1.11	Motivational interviewing techniques.	D
1.12	Post-graduation qualification in drugs and/or alcohol (e.g. RCGP)	D
<b>2</b>	<b>Abilities and skills</b>	
2.1	Can demonstrate competence to undertake physical examinations relevant to their prescribing role.	E
2.2	Demonstrate skills to undertake administrative duties.	E

2.3	Clinical auditing skills to inform evaluation of the service and identify areas for development.	E
2.4	Ability to communicate confidently and effectively, verbally and in writing.	E
2.5	Full driving licence and access to own transport, or ability to demonstrate easy movement between services, if necessary.	E
2.6	Knowledge of local services and geography.	D
<b>3</b>	<b>Working within CGL's framework of commitments to employees</b>	
3.1	A commitment to engaging with, understanding and promoting CGL's values and vision.	E
3.2	An understanding of and commitment to safeguarding best practice.	E
3.3	An understanding of the importance of professional integrity in relationships with service users, peers and other relevant professionals.	E
3.4	A responsibility for your own health, safety and wellbeing as well as those around you (e.g. colleagues and service users).	E
3.5	An understanding of and commitment to Equality, Diversity and Inclusion best practice with a particular focus on engagement with hard to reach and marginalised service users.	E
3.6	An understanding of and commitment to treating all information acquired through the course of your employment as confidential, both during and after employment ends.	E
3.7	An understanding of information governance processes and a commitment to follow and apply all necessary safeguards.	E
3.8	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



Our mission is to help people change the direction of their lives, grow as a person and live life to its full potential.

			<b>Authors</b>		
	<i>Version number</i>	<i>Date</i>	Initials	Initials	Year
	2.1	June	KF	KR	2017
	2.2	July	KR	KF	2017