

<b>Reports To:</b>	<b>Team Leader</b>
<b>Direct Reports:</b>	<b>None</b>
<b>Location:</b>	<b>GP Surgeries within Eastleigh Health PCN</b>
<b>Contract:</b>	<b>Fixed term 6 months</b>
<b>Hours:</b>	<b>18.5 hours per week (must be a Thursday 9.00am to 5.00pm)</b>
<b>Salary Range:</b>	<b>£26,905 to £29,560 pro rata per annum (Solent Mind band C)</b>

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### **Purpose:**

To undertake assessments of patients from the Eastleigh Health Primary Care Network comprising of St Andrews Surgery, Boyatt Wood Surgery, and Eastleigh Medical Centre to identify individual needs and appropriate support from the Primary Level Mental Health Service or within the community. To work collaboratively with other partners in the Primary Level Mental Health Service.

### **Principle Accountabilities:**

- To engage with patients and undertake initial assessments in order to identify individual needs and goals.
- To meet with patients on an individual basis to monitor agreed plans and progress towards achieving identified goals.
- To help patients develop tools and strategies which will enable them to better manage their own mental wellbeing.
- To provide information which promotes mental wellbeing and to contribute to health promotion activities across the network.
- To attend meetings of the multi-disciplinary primary level mental health team which will focus on the most appropriate support for individual patients.
- To record progress on patient records using Emis (or equivalent) system in line with GP practice/NHS IT Policy and Procedures and Solent Mind Policy and Procedures.
- To encourage patients to access facilities, groups and other resources within the local community.
- To share with other staff within the primary level mental health service and other agencies as appropriate information regarding the patient's wellbeing in line with Solent Mind policies and procedures.

- To gather feedback from patients via questionnaires and face-to-face discussions as appropriate.
- To attend relevant meetings related to the provision and delivery of the Primary Level Mental Health Service and to feedback relevant information.
- To participate in supervision and annual appraisal meetings and to attend Solent Mind meetings as appropriate.
- To attend relevant training opportunities and workshops in line with identified development needs.
- To contribute to the development and improvement of the Primary Level Mental Health Service.

### **Internal and External Liaison**

- Share appropriate information under Solent Mind's Confidentiality and Risk Assessment Policy.
- Develop and maintain good working relationships with other staff within the Primary Care Network.
- Develop links and maintain good relationships with local community organisations.

### **General**

- Adhere to the aims, values, policies and procedures and procedures of Solent Mind, particularly safeguarding and health and safety.
- To contribute to the ongoing development of the service and to best practice.
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both mental health and the Primary Care Services...
- Undertake not to abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

**This list is non exhaustive and other duties may be required to be undertaken to meet the needs of Solent Mind**



# PERSON SPECIFICATION

## Wellbeing Assessor (Primary Care Network)

Requirement	Essential or Desirable
<b>Qualifications/Education/Training:</b> Educated to a minimum level 2 standard or extensive relevant experience.	Essential
<b>Experience:</b> Experience of working with vulnerable people with diverse needs. Experience of working in a mental health setting. Personal experience of mental health problems.	Essential Essential Desirable
<b>Knowledge/Skills/Competencies:</b> Ability to work on own initiative and within a team. Good written and verbal communication skills. Intermediate I.T. skills, including Microsoft Office. Ability to understand and assess risk. Ability to self-reflect and learn from experience and specific situations. Having a positive attitude to people from diverse backgrounds. Experience of using assessment tools. Good local knowledge or the ability to research and identify appropriate community resources. Knowledge of the links between physical health and mental health.	Essential Essential Essential Essential Essential Essential Desirable Desirable Desirable
<b>Other:</b> Ability to work flexible hours including weekends and bank holidays. Commitment to Solent Mind's values. Commitment to Solent Mind's Equal Opportunities and Diversity and Inclusion Policies. Willingness to undergo a relevant DBS Check if required.	Essential Essential Essential Essential

Date job originated: November 2019  
 Date job reviewed: February 2022  
 Reviewing Manager: Elizabeth White Ripley