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| **JOB DESCRIPTION** | **SUBSTANCE MISUSE/DUAL DIAGNOSIS SPECIALIST** |

**1. Post Details**

Post Title: Substance Misuse/Dual Diagnosis Specialist

Location: Various locations as required by the role

Line Manager: Greenwich Menal Health Hub Service Manager

**Service Summary**

The Greenwich Mental Health Hub service (GMHH) in Greenwich offers specialist assessment, interventions, and support in the local Community to help people recover from complex mental health problems and restore social inclusion, the quality of life, skills and confidence to live successfully in the community.

The team will work collaboratively with service users, carers and family networks, in actively pursuing their goals and aspirations, whilst minimising the impact of their long-term mental health difficulties and coexisting substance misuse needs whilst fostering a culture of hope and recovery through developing and maintaining links with local partners - particularly Substance misuse services, mental health partners that support their recovery and social inclusion, including supported housing providers, education and employment advocacy and peer support services as well as direct case management support to people using the service

The service is underpinned by the recovery approach using person-centred and strengths-based

practices and work within a positive risk-taking framework to support service users

to achieve their co-produced goals.

**1. Objectives of the service**

1.1 To deliver evidence-based treatment and interventions based on a holistic assessment to support the personalised recovery and to promote and ensure integration of service users and promote independent living skills.

1.2 Identify, assess and coordinate the longer-term support needs of individuals with a dual diagnosis and other associated complex needs with the aim of facilitating improved outcomes for this client group.

1.3 To support regular review of cases to monitor the effectiveness, progress and movement through the appropriate care pathways for service users with a dual diagnosis.

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1.5 To provide support, advice and guidance to other CMHTs, and other partner agencies

1.6 Coordinate community resources to problem solve blocks or barriers

1.7 Liaise with partner agencies such as voluntary agencies to ensure all practical needs to support discharge are met

**2. Role objectives**

1. To encourage service users to identify and define their own goals and work towards being as resilient and independent of services as possible, reducing their reliance on clinical interventions and hospitalisations

2.2 Work alongside other Drug and Alcohol services, to monitor care pathways through regular attendance at case meetings, establishing joint working arrangements on a case by case basis, setting up shared support plans that will enable individuals to engage with the holistic support to achieve greater recovery.

2.3 To provide focused outcome-based support measured against service users’ goals, recovery and achievements

2.4 To support service users with specific needs arising from dual diagnosis

2.5 To meet the needs of the service you will be expected to work across different services and sites

2.6 Proactively recognising the indicators of deteriorating mental health and facilitate appropriate action, whilst liaising with relevant agencies

This role will continue to evolve with the development of GMHH service and from time to time the job description will be reviewed and amended, to reflect changes in demand.

**3. Main Relationships**

* 1. Report to the Greenwich Mental Health Hub Service Manager
  2. Develop and sustain positive working relationships with service users, staff, carers and external partners
  3. Develop community links and to liaise regularly with a range of agencies and individuals such as voluntary and third sector services in the community including drug and alcohol services, supported employment schemes, gyms and healthy living programmes, benefits and advice agencies and the Recovery College.
  4. Establish and maintain effective working relationships with substance misuse services

1. **Main Duties**

### **Services to service users**

* 1. Provide flexible social, emotional and practical support to service users within the community
  2. Take responsibility for an allocated number of service users in order to meet the needs of the service
  3. Ensure service users can take positive risks to achieve maximum independence
  4. Provide outcome focused support with specific emphasis on time defined targets as set out within GMHH agreed outcomes for the service including but not limited to move on, crisis management and building resilience
  5. Monitor progress against support plan outcome which may include monitoring but not administering of medication
  6. Provide practical guidance and signposting as necessary to service users in connection with welfare benefits and other needs
  7. Make referrals to external agencies including social services, GP, drug and alcohol services as necessary. Liaise and maintain positive relationships with these agencies on an on-going basis
  8. Provide support and advice to reduce the risks of anti-social behaviour
  9. Support service users to access and be actively involved with community services as part of their recovery pathway
  10. Encourage service users to learn practical and social skills, and to support them to liaise with relevant agencies
  11. Enable service users to access and make use of local rehabilitation opportunities suited to their own support plan
  12. Encourage service users to access educational services where appropriate
  13. Encourage and assist service users in finding voluntary or paid employment where appropriate
  14. Ensure all service users are fully informed and familiar with GMHH practice and procedures with reference to the User Involvement Policy, Policies and Procedures Review Policy, Health & Safety Regulations and Equal Opportunities Policy
  15. Work with service user to plan and organise social activities ensuring that all venues/events are identified, researched and risk assessments completed, in line with GMHH policy and in conjunction with approval from the Line Manager.
  16. Support those who need interventions and adjustments with treatment resistant symptoms.
  17. Support service users with Psychological Therapies including individual and family interventions
  18. Promote healthy living

#### **Dual Diagnosis**

* 1. Establish and maintain positive relationships with substance misuse services
  2. Support and develop an integrated approach with other service providers to ensure comprehensive support to service users with dual diagnosis
  3. Support service users without a formal diagnosis to seek support from substance misuse services, where appropriate
  4. Share best practice and experiences with the team

## Liaison

* 1. Maintain links with appropriate support services for service users and staff, e.g. GPs, Social Services, Registered Social Landlords, or other relevant housing association or landlords, Community Mental Health Teams, Substance Misuse Services, Commissioners (where appropriate), leisure, educational or work activities
  2. Support service users through effective working relationships with their carers, friends, families and others involved in their care
  3. Provide information and signposting to relatives and carers where individual service users have explicitly requested the input and involvement of significant people in their lives
  4. Where appropriate liaise regularly with agencies involved in the criminal justice system including the Police, Anti-Social Behaviour teams and Probation Services

# *Organisation Management*

* 1. Adhere to all GMHH policies and procedures ensuring the support service is run in line with the highest standards and key performance indicators
  2. Review referrals and conduct assessments to determine service user eligibility for the service where appropriate
  3. Take all reasonable precautions for the health and safety of service users, staff and the security of the service users place of residence and its contents
  4. Compile and implement comprehensive time specific support plans with service users ensuring that all support needs are identified, addressed and reviewed in line with GMHH policy
  5. Identify, compile, implement and review risk assessments within the working environment including service users place of residence, staff activities and community activities
  6. Maintain all written records with up-to-date, clear, comprehensive and appropriate information in line with GMHH policy
  7. Identify gaps in current service delivery and report to Line Manager in line with GMHHs strategic aims
  8. Take responsibility for self-directed learning specific to service user group / nature of work

4.35 Attend regular supervision with Line Manager

4.36 Attend regular psychological team debrief with contracted provider

**5. General Terms of Reference**

5.1 Seek to improve his/her own performance, contribution, knowledge and skills, and participate in training and developmental activities as required

5.2 Ensure the implementation of the Diversity and Equality policy statement

5.3 Comply with Health and Safety policies and procedures

5.4 Ensure the implementation of the policies and procedures

5.5 Carry out other relevant duties, commensurate with the nature and grade of the post, as and when required. This role will continue to evolve with the growth of GMHH and from time to time the job description will be reviewed and amended, to reflect changes in demand.

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| PERSON SPECIFICATION: **SUBSTANCE MISUSE/DUAL DIAGNOSIS SPECIALIST** | |
| CRITERIA | ESSENTIAL | | DESIRABLE | |
| **Qualifications/**  **Experience** | * Experience of working with adults with enduring mental health needs or a similar field * Experience of working with people with Dual Diagnosis and complex needs * A good standard of education and relevant skills, knowledge and experience * Experience of supporting service user move on to independence within a time defined recovery path | | * Full UK Driving Licence | |
| **Knowledge** | * Understanding of Dual Diagnosis and complex needs * Knowledge of Mental Health Act & Care Act | |  | |
| **Skills/ Abilities** | * Able to work flexibly * Able to develop good working relationships with service users * Ability to recognise ill health and need for intervention * Joined up thinking * Demonstrate sensitivity and ability to work alongside and with our service user group * Ability to establish and maintain rapport and relate positively to people from diverse backgrounds and cultures * Maintain professional boundaries at all times * Able to use supervision effectively * Able to work independently, take initiative and responsibility for time management, own workload and continuing professional development * Experience of contributing to and participating in effective teamwork * Good verbal and written communication skills with service users and colleagues * To give effective face to face verbal and written handovers to colleagues * Able to work within administrative and financial procedures * Understand their own needs and the impact of workplace stress | |  | |
| **Equal Opportunities** | * Awareness of diversity and equal opportunities best practice and implications in supporting service delivery | |  | |
| **Other** | * Commitment to self-directed learning about our service user group * Commitment to taking up training opportunities to further knowledge relevant to post | |  | |