**Job Description**

**Job Title: Transfer & Discharge coordinator (substance misuse)**

**Reportable to: ISMS Clinical lead**

**Accountable to:**  **Head of Healthcare**

Practice Plus Group’s mission is **Access to Excellence**. Our core values are;

* we treat patients and each other as we would like to be treated
* we act with integrity
* we embrace diversity
* we strive to do things better together

Patients can only access excellence if we commit to living our values in everything we do when we’re at work.

We believe in putting the patient first, regardless of the environment or their history. The prison population is one of the most vulnerable and challenged patient groups in society and the delivery of their health care is conducted within often difficult and demanding environments.



**The role**

As a Transfer & Discharge coordinator for substance misuse you will work alongside the integrated substance misuse team and the RECONNECT service to ensure that the needs of the patients are met for either their release or transfer to another establishment.

Your role will consist of working collaboratively with the patient and other agencies to support a safe transition of care from custody to community. You will coordinate assessment of substance misuse needs, planning, delivery and evaluation of care, for the prison population, including clinical risk assessment. You will also manage key risks associated with resettlement in the prison population such as:

* Disengagement/apathy towards recovery due to length of stay in the justice system.
* Anxiety related to housing, relationships and financial concerns.
* Newly sentenced, resulting in increased suicide /self-harm risk
* Detoxing on transfer
* Mental illness
* Poorly managed challenging behaviours.
* Register individuals with a local GP.

For complex releases you will provide support in the community, helping support their needs for hospital/ GP registrations/ future community appointments.

You will support patients to develop a relationship with their community provider and/or RECONNECT services prior to release, utilising digital platforms and facilitating on site meetings.

You will attend the complex case release meeting which is a multiple disciplinary meeting that includes representatives from safer custody, healthcare and external services.

You will also;

**Provide o**utstanding evidence based care, listening and acting on patient feedback. Ensuring that care is personalised and informed by what matters to them. .

**Deliver** non-judgemental care by leading the team to deliver care that is safe, high quality, patient centred whilst meeting CQC requirements following our policies, procedures and always considering safeguarding.

**Inspire** excellence in your colleagues by pro-actively leading and motivating the team recognising that our workforce is our most valuable asset.

**Promote** best practice, clinical supervision, evidence based care and continuous quality improvement embedding a culture of reflection and shared learning.

**Share** knowledge, skills and expertise to ensure safe care and support your clinical and non-clinical colleagues to do a great job

**About you**

* Experience of working in a prison, Substance misuse, Mental Health or homelessness environment
* Experience of working in multi-agency teams
* Experience of working with charities and similar organisations
* Knowledge of criminal justice systems in England
* Knowledge of the statutory requirements for the safeguarding of adults and children
* Willing to be innovative and embrace learning through continued professional development and the practical application of new skills in the workplace
* Excellent communication skills and ability to communicate openly, consistently and clearly
* A non-judgmental, patient centred and compassionate approach
* Good IT skills and IT literacy
* Proactive problem solving skills
* Flexible attitude to working arrangements
* Ability to work within a busy environment



**Additional information**

**Disclosure and Barring Service-** a Disclosure and Barring Service disclosure at the enhanced level is required for this role. A risk assessment will be undertaken if necessary.

**Prison Vetting-** a HMPPS (Her Majesties Prison and Probation Service) clearance is required for this role in accordance with Ministry of Justice, plus local prison vetting.

**Education and Training-** continuing professional development is encouraged and an annual appraisal system is in place to discuss ongoing objectives and support revalidation.