

Approved Mental Health Professional (AMHP) Supervision policy

POLICY REFERENCE NUMBER:	CLP74
VERSION NUMBER:	1
REPLACES SEPT DOCUMENT	AMHP Policy
REPLACES NEP DOCUMENT	AMHP supervision protocol
KEY CHANGES FROM PREVIOUS VERSION	Harmonised and reviewed for EPUT
AUTHOR:	██████████, AMHP practice lead
CONSULTATION GROUPS:	To be advised
IMPLEMENTATION DATE:	n/a
AMENDMENT DATE(S):	n/a
LAST REVIEW DATE:	n/a
NEXT REVIEW DATE:	April 2020
APPROVAL BY SAFEGUARDING CHILDREN AND VULNERABLE ADULTS COMMITTEE:	April 2017
RATIFICATION BY MH & SAFEGUARDING COMMITTEE:	24 May 2017
COPYRIGHT	© Essex Partnership University NHS Foundation Trust 2017. All rights reserved. Not to be reproduced in whole or part without the permission of the copyright owner

POLICY SUMMARY
<p>The Social Work Task Force (SWTF) conducted an independent review of social work over the course of 2009. In the SWTF third and final report (December 2009) reforms were set out in fifteen recommendations. Within these recommendations the SWTF highlighted the need for a set of standards and supervision framework for all employers of social workers. The Social Work Reform Board (SWRB) was subsequently set up to implement the recommendations and in 2011 the Standards for Employers and Supervision Framework was published which sets out the core standards for the support of social workers in all settings in England.</p>
<p>The Trust monitors the implementation of and compliance with this policy in the following ways;</p>
<p>The Trust will monitor the implementation of and compliance of this Policy through the monitoring AMHP approvals and re approvals.</p>

Services	Applicable	Comments
Trustwide	✓	
Essex MH&LD		
CHS		

The Director responsible for monitoring and reviewing this policy is the Executive Chief Operating Officer

ESSEX PARTNERSHIP UNIVERSITY NHS FOUNDATION TRUST

POLICY FOR THE SUPERVISION OF AMHPs

CONTENTS

- 1.0 INTRODUCTION**
- 2.0 HISTORY AND CONTEXT**
- 3.0 THE SUPERVISION FRAMEWORK**
- 4.0 AMHP SUPERVISION**
- 5.0 AMHP SUPERVISION TOOLS**
- 6.0 GOVERNANCE AND MONITORING**

APPENDIX 1 - The AMHP Supervision Record

APPENDIX 2 - The AMHP Competence Grid

APPENDIX 3 - AMHP CPD Portfolio

1.0 INTRODUCTION

- 1.1 Essex Partnership University NHS Foundation Trust (EPUT) has a statutory obligation to ensure that its service users who become subject to the Mental Health Act 1983 as amended by the Mental Health Act 2007 (here after referred to in this document as the 'Act') are treated lawfully.
- 1.2 EPUT has produced this policy to regulate the supervision of AMHP's.
- 1.3 Failure to comply with this Policy may leave individual Practitioners and the Trust liable to legal proceedings.

2.0 HISTORY AND CONTEXT

The Employer's standards for the support of social workers are:

1. Have in place a social work accountability framework informed by knowledge of good social work practice and the experience and expertise of service users, carers and practitioners.
2. Use effective workforce planning systems to make sure that the right number of social workers, with the right level of skills and experience, are available to meet current and future service demands.
3. Implement transparent systems to manage workload and case allocation in order to protect service users and practitioners.
4. Make sure that social workers can do their jobs safely and have the practical tools and resources they need to practice effectively. Assess risks and take action to minimize and prevent them
5. Ensure that social workers have regular and appropriate social work supervision.
6. Provide opportunities for continuing professional development, as well as access to research and practice guidance.
7. Ensure social workers can maintain their professional registration.
8. Establish effective partnerships with higher education institutions and other organisations to support the delivery of social work education and continuing professional development.

3.0 THE SUPERVISION FRAMEWORK

In relation to point 5 above, the standard for employers includes a supervision framework to enable social workers time to critically reflect on their practice and enable social workers and managers to do their job more effectively and develop capacity to review and improve practice.

Each of the eight standards has an accompanying detailed statement (Standards for Employers of Social Workers in England and Supervision

Framework 2011), in relation to this protocol details of point five is offered below.

Point five ***Supervision should ensure that social workers have regular and appropriate social work supervision*** informs:

Reflective practice is a key to effective social work and high quality regular supervision should be an integral part of social work practice. All organisations employing social workers should make a positive, unambiguous commitment to a strong culture of supervision, reflective practice and adaptive learning. Supervision should be based on a rigorous understanding of the key elements of effective social work supervision, as well as the research and evidence which underpins good social work practice. Supervision should challenge practitioners to reflect critically on their cases and should foster an inquisitive approach to social work. All employers should:

- Ensure that social work supervision is not treated as an isolated activity by incorporating it into the organisation's social work accountability framework.
- Promote continuous learning and knowledge sharing through which social workers are encouraged to draw out learning points by reflecting on cases in light of the experiences of peers.
- Provide regular supervision training for social work supervisors
- Assign explicit responsibility for the oversight of appropriate supervision and issues that arise during supervision
- Provide additional professional supervision by a registered social worker for practitioners whose line manager is not a social worker.
- Ensure that supervision takes place regularly and consistently
- Make sure that supervision takes place at least weekly for the first six weeks of employment of a newly qualified social worker at least fortnightly for the duration of the first six months and a minimum of monthly supervision thereafter. (Supervision can be one to one or peer group supervision).
- Ensure that supervision sessions last at least an hour and a half uninterrupted time.
- Monitor actual frequency and quality of supervision against clear statements about what is expected.

4.0 AMHP SUPERVISION

The Approved Mental Health Professional (AMHP) supervision will sit within the Employers Standards Supervision Framework to offer AMHPs the opportunity to reflect on complex practice issues that often arise when undertaking Mental Health Act assessments. The supervisor must be an AMHP.

The Four Elements of AMHP Supervision Framework

The Employers Standards Supervision Framework contains four elements aimed at:

- Improving the **quality of decision-making and interventions.**
- Enabling effective **line management and organizational accountability.**
- Identifying and addressing issues related to **caseloads and workload management.**
- Helping to **identify and achieve personal learning, career and development opportunities.**

The four elements have been interpreted into the AMHP supervision format as follows:

4.1. Quality of decision making and interventions

This element of AMHP supervision should provide an opportunity for AMHPs to critically reflect on the challenges/decisions they are faced with when undertaking Mental Health Act assessments. AMHP supervision should enable AMHPs to reflect on their work and appropriate application of legal knowledge to practice. This reflection/learning process should enable AMHPs to maintain and develop the AMHP competences set out in Schedule 2 of the Mental Health (Approved Mental Health Professionals) (Approval) (England) Regulations 2008. There should be a focus on protecting the public and allow time for reflecting on the relationships AMHPs form with adults and families (including children) when undertaking their AMHP role. There should also be time within supervision for the AMHP to reflect on their own mental and physical health including the levels of stress they experience, which should be identified and addressed.

4.2. Line management and organizational accountability

This element of AMHP supervision should analyse the mutual organizational accountability between the Local Authority and the AMHP on behalf of the public. This section of supervision should act as a tool for monitoring the quantity and the quality of AMHP work being undertaken. It will involve the evaluation of the AMHP's competence in relation to the The Mental Health (Approved Mental Health Professionals) (Approval) (England) Regulations 2008 and duties under the Mental Health Act 1983 (as amended by the 2007 Act) and related legislation and include appraisal. This aspect of supervision is essential for all AMHPs.

4.3. Caseload and workload management

This element of supervision should include an analysis of the AMHP's workload management and address any issues relating to the time available for the AMHP to effectively discharge their AMHP duties; including working with the nearest relative, relatives, children, carer/s etc. There should be a

focus on protecting the public, delivering effective services and identifying barriers/obstructions to the AMHP effectively discharging their statutory duties.

4.4. Identification of further personal learning, career and development opportunities

This element of AMHP supervision will include monitoring and promoting continuing professional development, including AMHPs maintaining approval in relation to the AMHP Regulations (2008) paragraph 5(a) that in each year an AMHP is approved, they shall complete at least three days (18 hours) of training agreed with the approving LSSA as being relevant to their role of an AMHP. **This includes the AMHP evidencing continuing AMHP practice experience and competence through undertaking a minimum of 3 MHA assessments per approval year.**

5.0 AMHP SUPERVISION TOOLS

The AMHP Supervision Protocol offers **three tools** to help in the AMHP supervision process

5.1 The AMHP Supervision Record (See Appendix 1)

This is for the AMHP Supervisor to use in supervision to ensure the standards of supervision are being followed and met. The AMHP Supervision Record is expandable to record supervision notes.

The supervision record contains the supervision element in the first paragraph, an example of the supervision element in the second paragraph and a space for supervision notes below. The supervision record/s is not intended to be an extensive task but assist in focusing AMHP supervision on the required supervision standards.

5.2 The AMHP Competence Grid (See Appendix 2)

The AMHP Competence Grid contains those set out in Schedule 2 of the AMHP Regulations (2008). Evidence of these competences can be recorded in each column, of the AMHP grid which is expandable for text and date of supervision when the competence was evidenced. An example of each competence is set out in the second column of the grid under heading - ***How this competence is evidenced.*** Writing a brief sentence against each competence is sufficient and the grid is not intended to be a time-consuming exercise but designed to support the supervisor and AMHP supervisee to focus on the interrelated four elements of supervision and AMHP competences.

This grid will enable the supervisor and AMHP supervisee to identify and record competence strengths, and recognise areas of development, per approval year. Identifying areas for development will enable the supervisor and AMHP supervisee to seek practice opportunities in relation to the

identified practice gaps. For example the AMHP Key Competence Area 5 (e) ***‘Present a case at a legal hearing’*** can be evidenced via writing and presenting a report at a Mental Health Review Tribunal, or applying to the magistrate’s court for a section 135 warrant, or displacing/appointing a nearest relative under section 29 MHA 1983. **Please note that In relation to 5 (e), this competence is required to be evidenced at least once during an AMHP’s five year approval period.**

It is acknowledged that some AMHPs, particularly those working in non-community mental health teams/Emergency Duty Service, may experience difficulties accessing these practice opportunities i.e. 5 e above, and using the grid will enable the AMHP and supervisor to identify such gaps and plan opportunities to undertake the relevant AMHP/MHA work. An AMHP Competences Grid should be inserted within the AMHP Re-approval Portfolio to provide evidence that within their 5 year approval period an AMHP has evidenced all five Key Areas of AMHP Competences.

5.3 AMHP CPD Record (See Appendix 3)

AMHPS should use the inserted AMHP Continual Professional Development (CPD) Record to record their AMHP (CPD) training for each AMHP approval year. The AMHP CPD Record should be inserted in AMHPs Re-approval portfolio (with Certificates) to evidence they have undertaken at least three days (18 hours) of relevant AMHP CPD training per approval year over the full five year approval period, Within this section the AMHP should provide evidence of their continuing AMHP practice by including three online record numbers in relation to three MHA assessments they conducted per approval year.

6.0 GOVERNANCE AND MONITORING

Each AMHP Hub Coordinator will be responsible for ensuring that all AMHPs within their respective Hub areas receive AMHP supervision. The format can be either one to one or group supervision. Monthly returns detailing who has received supervision must be returned by the area AMHP Hub Coordinator to [REDACTED] email: [REDACTED]. AMHPs not receiving supervision will be identified through this monitoring process, and offered supervision in line with this protocol.

7.0 REFERENCES

- MHA1983
- MH Code of Practice 2015

Hours	
Days	

AMHP Practice (MHA Assessments)

Date	Electronic record number	Outcome

SAMPLE - DO NOT USE