

## JOB DESCRIPTION

<b>Job Title</b>	Approved Mental Health Professional		
<b>Directorate</b>	Adults Operations		
<b>Reporting to</b>	Service Manager Mental Health		
<b>Grade</b>	9		
<b>Evaluation ref:</b>	AG1232	<b>Job ref:</b>	<b>Family</b> ASC09
<b>Role purpose</b>			
<p>Approved Mental Health Professionals (AMHPs) play a crucial statutory role in delivering timely, lawful and person-centred responses to Mental Health Act (MHA) assessment requests across Somerset. Working within a 24/7 centralised hub in Taunton, AMHPs provide round-the-clock coverage, applying a social-model approach to practice while ensuring individuals' legal rights are upheld at every stage.</p> <p>In this role, AMHPs coordinate and undertake Mental Health Act assessments, arrange hospital admissions—whether voluntary or compulsory—and actively promote the least restrictive care options in collaboration with health and social care partners. AMHPs triage referrals, balance significant risk, liaise with nearest relatives, and prepare statutory documentation, including reports for tribunals, guardianship, and Community Treatment Orders. They also contribute to innovative approaches such as rapid response initiatives that reduce reliance on police powers and avoid unnecessary hospital admissions.</p> <p>Outside standard hours, AMHPs support the wider Adults Social Care Out-of-Hours service, handling urgent social care tasks such as emergency housing or respite requests. They maintain high professional standards through ongoing legal and practice-based training, ensure accurate record-keeping, and participate in integrated working with mental health, police, voluntary sector, and community teams. Through skilled crisis intervention, collaborative practice, and adherence to legislation, AMHPs safeguard individuals in acute distress and contribute to delivering a responsive, compassionate, and legally sound mental health service.</p>			
<b>Responsibilities</b>			
<p>Effectively prioritise competing requests for assessments, working with partners agencies to assess and balance significant risk. Ensure statutory timescales are adhered to and assessments are completed in a timely manner.</p> <p>Arrange and coordinate the process of assessments under the Mental Health Act 1983 adhering to all mental health legislation, the MHA Codes of Practice and other related legislation. Screen MHA referrals on a rota basis and act as a Single</p>			

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Point of Access for all requests for assessments under the Act. This is a complex process where coordination of a multi-disciplinary team is required.

Complete the necessary statutory documents and assessment reports where an application for detention into hospital is deemed necessary. Consult and consider the wishes expressed by the patient and relatives as well as any involved professionals in the delivery of the individual's care. Some of the expressed wishes may be contradictory and the AMHP will need to balance the requirements of differing perspectives and opinions. The AMHP must take lead responsibility for reviewing perspectives and opinions and for bringing the wider multi-disciplinary team to a formal position.

Consider the need to admit an individual to hospital, either voluntary or under compulsion and pursue any appropriate alternatives to compulsion wherever possible. Work with the CMHS (Community Mental Health Services) to facilitate and/or be involved in the organisation of care as an alternative to hospital admission.

Plan and implement options for care such as alternatives to compulsory admission, discharge and aftercare where CTO's Guardianship or s117 Aftercare services are being considered.

Undertake follow up tasks, eg the displacement/identification of Nearest Relatives. Prepare complex legal support statements for the Court and attend legal hearings to present evidence, as required.

Participate in appropriate training as required, attend meetings/forums and keep up to date with mental health legislation and practice.

Work across a 24/7 rota, which will involve out of hours and weekend work, to undertake Mental Health Act assessments in the community. Working as a lone responder overnight and during hours covering the weekend. In addition, the AMHP will take responsibility for any out of hours Adults Social Care activity and emergency provision of housing on behalf of the statutory Housing Authority.

Complete Social Circumstances reports for Mental Health Act Tribunal and Hospital Managers reports and attend and present at multi-disciplinary meetings, as required.

Keep appropriate records in accordance with legal requirements, the use and transfer of information and Local Authority and NHS Foundation Trust policies and procedures for written and electronic records.

Liaise with the multi-disciplinary team and other statutory, voluntary and independent sector agencies to provide a community focused service to people in acute crisis.

Undertake prompt assessments involving clients and carers and where appropriate formulate an immediate plan of care to enable a client to remain at home. Work jointly with HTT, CMHS to ensure multi-disciplinary input into the

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process and promote client and carer participation to avoid hospital admission, where possible. Utilise resources within social care, ie Enablement/Rapid Response.

Work with clients suffering mental distress on a short-term solution focused basis that empowers the person to resolve their current crisis, within a strength-based philosophy of recovery and social inclusion.

Improve integrated working and develop working practices with partners, eg acute inpatient wards, rehabilitation units, Police, Home Treatment Teams, etc.

Act as Social Supervisor regarding Ministry of Justice for s37/41 cases as appropriate. Complete Social Supervision reports which are required by the Ministry of Justice.

Act as supervisor and mentor to students and trainees as requested and assist new staff with induction processes. Maintain and keep an up-to-date portfolio to record personal development and skills training undertaken, any supervision of AMHP trainees carried out and any other relevant practice.

Maintain awareness of current trends, practices and research on mental health and mental health legislation. Participate in governance and developments in the workplace.

Ensure that Health and Safety responsibilities are carried out in accordance with the authorities health and safety policy and procedures.

### Impact

#### **Contacts & Relationships**

Build and develop effective relationships with frontline staff, senior managers, peers, mental health professionals, police colleagues and other Council staff as required.

Maintain a range of contacts and relationships with service users and other professional staff, statutory bodies, public services, independent providers and voluntary agencies is an integral part of assessment and care provision.

Frequent involvement in multi-agency and joint working arrangements at a variety of managerial levels is required to support effective service delivery.

Facilitate and lead group discussions, give talks or presentations to staff both within and outside the organisation, service users, carers and members of the public.

There are links with other Out of Hours services, including the Police, Health Authority, eg GPs, Psychiatric Services, General Hospitals, Nursing Services, Ambulance Service, Care Providers/Agencies, Benefits Agency, Organisations for homelessness and District Council Housing Departments, Women's Refuges, Samaritans, Childline, District Council out of hours services, eg Piper lifeline, housing maintenance, dog wardens etc.

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The contacts will involve the giving and receiving of complex and sensitive information, offering advice, arranging transport, organising Mental Health Act assessments, arranging joint investigations, requesting action, monitoring developing situations. Contacts will involve negotiation, advocacy, inter-agency diplomacy and problem resolution. Many of the interactions that the AMHPs will be engaged with will be highly complex and emotionally distressing, the AMHP will need high levels of communication and inter-personal skills and need to be highly adaptable to the individual circumstances.

### Resources

AMHPs typically work autonomously, but as part of a multi-disciplinary team including health professionals, other social care staff and police colleagues.

	Essential	Desirable	
<b>Knowledge</b>			
Knowledge of the Human Rights Act, Mental Capacity Act, Children Act, Care Act and associated codes of practice.	X		
Knowledge the Mental Health Act, associated guidance and current case law.	X		
Ability to apply legal reasoning and use professional legal expertise and advice appropriately	X		
Ability to provide professional opinion, giving rationale and knowledge base	X		
Awareness of broader adult social care responsibilities	X		
Understanding of legal rights of individuals and nearest relatives, including tribunal and court processes.	X		
<b>Experience</b>			
Substantial practise within a mental health setting	X		
Recent Experience as a practising AMHP	X		
Familiarity with working alongside police, NHS, housing and social care teams to coordinate care.	X		
Experienced in producing clear, lawful, and defensible documentation for legal and clinical purposes	X		
Experience acting as a Social Supervisor.		X	

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Evidence of professional development	X		
<b>Qualifications / Registrations / Certifications</b>			
Social work qualification or other relevant professional qualification	X		
AMHP qualification	X		
Registration with the relevant professional body, i.e. Social Work England	X		
<b>Skills</b>			
Skilled in assessing and managing complex mental health crises, including suicide risk and safeguarding concerns.	X		
Ability to work as part of a team with good interpersonal skills.	X		
Positive, committed, adaptable, throughout and confident approach	X		
Ability to work to deadlines and to motivate others to work effectively and demonstrate a duty of care.	X		
Committed to diversity in service delivery and employment.	X		
Innovative and creative approach to service development and value.	X		
Sound analysis and decision-making in dealing with complex service delivery and/or policy development matters.	X		
Access to / use of a vehicle	X		
<b>Working Conditions</b>			
<b>Working Arrangements</b>			
Somerset Council's dynamic Working Strategy will be applied to this position.			
<b>Corporate Responsibilities</b>			
<p>Ensure compliance with all relevant legislation, organisational policy, and professional codes of conduct to uphold standards of best practice.</p> <p>Deliver the aims of the council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do, ensuring team members are also aware of their responsibilities and maintaining their understanding that Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.</p>			