

<b>HR Use Only</b>	
<b>Job Ref:</b>	<b>Occ. Code</b>
CHC_CCP	

## JOB DESCRIPTION

<b>JOB TITLE:</b>	Clinical Psychologist
<b>PAY BAND:</b>	7
<b>DIRECTORATE:</b>	North Staffordshire Community
<b>TEAM/SERVICE:</b>	CAMHS Autism Team
<b>BASE:</b>	Dragon Square
<b>RESPONSIBLE TO:</b>	Team Manager
<b>ACCOUNTABLE TO:</b>	Principal Clinical Psychologist/Psychological Services Lead
<b>RESPONSIBLE FOR:</b>	Individual clinical staff, multi-disciplinary teams, voluntary and carers groups

## Organisational Chart



## Job Summary

Accountable for own professional practice in the delivery of specialist psychological care to clients with Autism and mental health conditions or learning disabilities which may include challenging behaviours.

To be compassionate in meeting the needs of clients, their carers and families.

To provide advice, guidance and clinical supervision to less experienced colleagues within the designated psychology service and to other members of the multidisciplinary team.

To undertake formal research as an integral part of the job.

To be pro-active in continual service improvement within own area.

To promote at all times a positive image of neurodiverse people with mental ill health or learning disabilities.

To promote at all times a positive image of the service and the wider Trust.

## **Key Duties/Responsibilities**

### **Clinical:**

Provides specialist psychological assessment of clients with complex conditions based on the appropriate use, interpretation and integration of data from a variety of sources. Providing diagnostic assessments using recommended Autism assessment tools and integrating varied assessment information to inform formulation and diagnostic outcome.

Responsible for recognising the potential for or signs of client harm, abuse or neglect, including poor clinical practice, reporting all such concerns and taking all reasonable steps to protect the client. Responsible for identifying and reporting concerns regarding the safeguarding of children who may be at risk.

Undertakes risk assessment and risk management for individual clients and provides specialist advice to other professionals on psychological aspects of risk assessment and risk management.

Formulates plans for specialist psychological therapy and/or management of clients' neurodiverse and mental health needs based upon an appropriate conceptual framework and evidence-based practice. Negotiates the implementation of such plans with clients and/or their carers.

Implements a range of specialist psychological therapies for individual clients, carers, families and groups, adjusting and refining psychological formulations as required.

Evaluates therapy options and makes decisions about treatment.

Provides specialist psychological advice, guidance and consultation to other staff contributing directly to client's diagnosis, formulation and intervention plan.

Communicates in a way which recognises difference and ensures that people feel included and their individual communication needs are met.

Communicates complex and sensitive information to clients where the atmosphere may be emotive, there may be barriers to understanding or the client may react in an antagonistic manner.

Shares information relating to psychological assessment and formulation with clients, carers and families in a responsive, empathic manner, taking into consideration the possible complexities of the family's circumstances and the highly sensitive nature of the information.

Communicates effectively with all professionals involved in the client's care including all members of the multidisciplinary team, general practitioners, Social Services, education providers, voluntary agencies, user/carer groups etc. to maximise the quality of service delivered to clients and their families and carers.

Analyses complex client information, derived from a variety of sources including psychological and neuropsychological tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with the client, family members and others involved in the client's care.

Adjusts and refines psychological formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.

Evaluates and makes decisions about treatment options, taking into account both theoretical and therapeutic models and complex factors concerning historical and developmental processes that have shaped the individual, family or group.

Responsible for maintaining appropriate boundaries with service users.

The post holder may be required to undertake duties not specified in the job description, but which are commensurate with the role and/or band as required by service need.

The post holder may be required to work in locations other than those specified in the job description as required by service need.

The post holder may be required to work flexible hours as required by service need.

There may be a requirement to change the job description in light of developing service needs.

Organises own workload on a day to day basis, prioritising work as appropriate.

Assists in the allocation of work to assistant and trainee psychologists.

Plans individual patient/client care and acts as care co-ordinator/lead practitioner, where appropriate, ensuring the provision of a multidisciplinary care package appropriate for the client's needs.

Provides training/clinical supervision to less experienced psychology staff and members of the wider multidisciplinary team.

Ensures that new or revised policies and procedures are communicated effectively to assistant, trainee and newly qualified psychologists and put into practice.

Pro-active in identifying and proposing changes to local procedures and working practices in own area and plays a significant role in implementation.

Pro-active in identifying and proposing safety, quality and service improvements within own work area.

Participates in the development, monitoring and evaluation of service improvements in own area.

Maintains an active engagement with current developments in the field of psychology and related disciplines and utilises theory, evidenced based literature and research to support evidence-based practice in individual work and work with other team members.

Undertakes formal research as an integral part of the job.

Provides specialist advice to other staff undertaking research.

Has a personal duty of care to ensure all equipment is used safely and effectively, following manufacturer's instructions, immediately reporting any defects in accordance with local procedures.

Uses available resources efficiently and effectively.

Uses psychological test equipment.

Works as an autonomous practitioner accountable for own professional practice in respect of assessment, therapy and discharge of clients within defined caseload.

Works within the Professional Codes of Conduct of the Health Care Professions Council and the British Psychological Society.

Professionally accountable to the Psychological Services Lead.

Uses discretion as appropriate in applying clinical/professional policies.

Work is professionally monitored and managed by a Senior Psychologist.

May be required to undertake administrative tasks in relation to own work.

Uses Microsoft Office applications on a daily basis.

Responsible for maintaining accurate and comprehensive patient/client records using IT in accordance with the Trust and professional record keeping standards.

Writes reports for other members of the multidisciplinary team and external parties regarding patient/client related matters.

Uses psychometric testing software packages.

May use software packages for statistical analysis.

### **Specialist/technical requirements**

Knowledge and experience of administering, interpreting and drawing conclusions from a wide range of psychometric tests.

### **GENERIC CLAUSES**

- To maintain a broad understanding of the work of North Staffordshire Combined Healthcare NHS Trust as a whole, and actively contribute your ideas for the improvement of service provision.
- To ensure own actions contribute to the maintenance of a quality service provision.
- To be responsible for the self-development of skills and competencies through participation in training and development activities and to maintain up to date technical and professional knowledge relevant to the post.
- To participate in the Performance and Development Review and to undertake any identified training and development related to the post.
- To undertake statutory and mandatory training as deemed appropriate by the Trust.
- To develop and maintain effective working relationships with colleagues.
- To adhere to all Trust policies and procedures.

### **Trust Values:**

As an employee and representative of the Trust, you are required to demonstrate and uphold the Trust's Values. These are:

Proud to CARE:

Compassionate

- Caring with compassion, it's about how we listen, what we say, what we do.

Approachable

- Friendly, welcoming, sharing ideas and being open

Responsible

- Taking personal and collective responsibility, being accountable for our actions

Excellent

- Striving for the best, for high-quality safe care and continually improving

### **Health & Safety:**

All staff have a duty to ensure the health and safety of themselves and others whilst at work. Safe working practices and health and safety precautions are a legal requirement. ALL incidents/ accidents must be reported to your manager and in line with the general philosophy of the Trust, you must participate in accident prevention by reporting hazards and following relevant policies and procedures including Moving and Handling guidelines and mandatory health and safety training.

### **Infection Control:**

Infection Prevention and Control (IPC) is everybody's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and Procedures and make every effort to maintain high standards of infection prevention and control at all times. This includes good antimicrobial stewardship, hand decontamination, cleanliness and adhering to the Dress and Appearance

policy. This will reduce the risk of Healthcare Associated Infections including MRSA and Clostridium Difficile in accordance with the Code of Practice on the prevention and control of infections and related guidance (2015).

### **Risk Management:**

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

### **Data Security:**

To ensure that the Trust Policies and Procedures regarding data security are adhered to, and that staff are aware of their obligations under these policies.

### **Confidentiality:**

Working within the Trust you may gain knowledge of confidential matters which may include manual/electronic personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

### **Equality & Diversity:**

The Trust is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, disability, gender, race, religion or belief, sexual orientation, marital status, gender reassignment or pregnancy/maternity. We fully support the right of all staff to equal opportunities and are committed to the development of a diverse workforce.

### **Safeguarding:**

The Trust is committed to safeguarding and promoting the welfare of children and vulnerable adults and is signed up to Stoke-on-Trent Safeguarding Children Board Procedures, Staffordshire Safeguarding Children Board Procedures and the Staffordshire and Stoke-on-Trent Safeguarding Adults Partnership Procedures. All Trust staff must be familiar with, and adhere to, these procedures. It is the post holder's responsibility to attend the Trust's mandatory Safeguarding Training, and to follow the relevant Trust's Policies and Practice Guidance.

### **Codes of Conduct and Accountability:**

You are required to comply with Trust codes of conduct and accountability and codes of conduct which are relevant to this post.

### **Raising Concerns**

If you have any concerns about a risk, malpractice or wrongdoing at work you are expected, as a Healthcare professional, to raise these concerns at the earliest opportunity, either with your line manager or lead clinician. This may be done verbally or in writing. As a result of raising a genuine concern under the Raising Concerns procedure, you will not be at risk of losing your job or suffering any detriment (such as a reprisal or victimisation) provided you are acting in good faith and the matter is not raised maliciously. Please refer to the Raising Concerns (formerly Whistleblowing) procedure for further information.

### **Registration:**

Registration with a professional body imposes a duty on health care professionals to maintain the safety of the public through working within professional standards, to provide good quality care to patients and to promote professional education and conduct. It is the policy of the Trust that all health care professionals register or re-register and act in accordance with the requirements of their professional body.

### **Disclosure & Barring Service (DBS)**

This post may be exempt from the Rehabilitation of Offenders Act 1974. If so, should you be offered the post it will be subject to a criminal check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions. North Staffordshire Combined Healthcare NHS Trust may require a Disclosure through the DBS for this post to ensure suitability for employment. Should an employee be subject to a caution, reprimand, final warning or convictions during the course of their employment then they must share this with their manager at the first possible opportunity, to assess their continued suitability for employment in the post.

**THE TRUST OPERATES A NO SMOKING POLICY**

EMPLOYEE  
SIGNATURE:

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DATE:

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## Person Specification

	Essential	Desirable	Method of assessment
<b>Qualifications</b>	<p>Post-graduate doctoral level training in clinical/counselling psychology (or its equivalent prior to 1996) as accredited by the BPS, including models of psychopathology, clinical psychometrics and neuropsychology, two or more distinct psychological therapies and lifespan developmental psychology.</p> <p>HPCP registration as a practitioner psychologist.</p> <p>Trained in clinical supervision (within agreed timescale).</p> <p>Trained in care co-ordination (within agreed timescale).</p> <p>Evidence of continuing professional development.</p>	<p>Post-graduate qualification showing evidence of supervised practice in an evidence-based psychological therapeutic model.</p> <p>Registration with BPS.</p>	Application form/ interview/assessment
<b>Experience</b>	<p>Experience of working with mental health/learning disability clients (depending on designated service area).</p> <p>Experience of multi-disciplinary team working.</p>	<p>Experience of CBT, DBT, Psychodynamics, systematic therapy.</p> <p>Experience of research and audit.</p>	Application form/ interview/assessment
<b>Knowledge and skills</b>	<p>Doctoral level knowledge of:</p> <p>Evidence-based practice relevant to the role.</p> <p>Risk assessment and risk management.</p> <p>Clinical Governance.</p> <p>Knowledge of legislation in relation to the client group and mental health.</p> <p>Audit and research methodology.</p>	<p>Skills in using multimedia materials in presentations.</p>	Application form/ interview/assessment

	<b>Essential</b>	<b>Desirable</b>	<b>Method of assessment</b>
<b>Knowledge and skills</b>	<p>Must be able to:</p> <p>Communicate complex and highly sensitive information effectively, to a wide range of people.</p> <p>Adapt creatively the evidence base for interventions in mental health for clients with communication difficulties/learning disabilities.</p> <p>Provide (within agreed timescale) effective teaching, training and clinical supervision.</p> <p>Work effectively as part of a multidisciplinary team and undertake care co-ordination/lead practitioner responsibilities.</p> <p>Undertake complex multiagency working and liaise with multiple systems.</p> <p>Utilise psychometric tests competently.</p> <p>Identify, provide and promote appropriate interventions / means of support for carers and staff exposed to highly distressing situations and challenging behaviours.</p> <p>Utilise appropriate clinical governance mechanisms within own work.</p> <p>Undertake conflict resolution and MAPA training.</p> <p>Demonstrate effective computer keyboard skills.</p>		

	<b>Essential</b>	<b>Desirable</b>	<b>Method of assessment</b>
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<p><b>Other</b></p>	<p>Able to engage with vulnerable people and work effectively in highly distressing and challenging circumstances.</p> <p>Respects and has awareness of the advantages of joint working with other experienced professionals in a multidisciplinary setting.</p> <p>Able to work flexibly and co-operatively as part of a team.</p> <p>Able to use own initiative and make decisions independently.</p> <p>Committed to continual quality and service improvement.</p> <p>Self-aware and committed to professional and personal development. Able to accept and respond positively to feedback from supervision.</p> <p>Must be able to meet the travel requirements of the role in a timely and cost effective manner.</p>		<p>Application form/ interview/assessment</p>
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