



*Positive behaviour, Autism, Learning disability, Mental health Service*

## JOB DESCRIPTION

***All staff share the Trust Vision and uphold and promote our Trust values***

<b><i>Our Vision</i></b>	<i>Outstanding services, healthier communities</i>
--------------------------	--

### ***Our Values***

<b><i>Innovative</i></b>	<i>We seek new ideas and adopt best practice to improve our services.</i>
<b><i>Caring</i></b>	<i>We show kindness and consideration for others.</i>
<b><i>Agile</i></b>	<i>We deal with new situations quickly and successfully.</i>

<b>Employing Trust:</b>	Hertfordshire Community NHS Trust
<b>Job title:</b>	Clinical Psychologist
<b>Band:</b>	Band 8a
<b>Hours:</b>	37.5 (1 WTE)
<b>Location/Work Base:</b>	East and North Hertfordshire
<b>Business Unit/Department:</b>	PALMS, Children's Specialist Service
<b>Reporting to:</b>	PALMS Clinical Lead

### **PALMS**

PALMS (Positive behaviour, Autism, Learning disability, Mental health Service) works across Hertfordshire providing a specialist multi-disciplinary approach. PALMS is a CAMHS commissioned service which offers individually tailored support for children and young people (CYP), aged 0-18 who have a global learning disability and/or Autistic Spectrum Disorder, helping families to manage challenging behaviour, toileting, feeding and sleeping concerns which have not benefitted from community interventions and/or to support mental health needs which cannot be met with reasonable adjustment by other CAMHS services. Additionally, PALMS also supports problematic sexualised behaviours. Interventions include workshops, groups, individual therapy, and therapeutic work with parents/carers/siblings. PALMS aims to keep children and young people with their families within Hertfordshire thereby improving outcomes for all family members.

The current team in PALMS includes 42 members of staff including Administrators, Assistant PALMS Practitioners, Assistant Psychologists, Clinical Leads, Clinical Psychologists, Consultant Psychiatrists, Learning Disability Nurses, Outreach Workers, Mental Health Practitioners, Positive Behaviour Analysts and Speech and Language Therapists led by the Service Lead to provide a tailored approach to the PALMS' CYP and their families. PALMS principally deliver a flexible service between 7am and 7pm weekdays but also work outside these hours and offer weekend input. This is undertaken according to need in a planned way. For example, for a full-time worker this equates to flexibly working 37.5 across the working week.

In addition to the core service offer, PALMS have been awarded additional funding to support CYP experiencing crisis.

## **The PALMS' Crisis Team**

The PALMS' crisis team includes an Administrator, Clinical Psychologist, Consultant Psychiatrist, Outreach Workers, Mental Health Practitioners and a Specialist Positive Behaviour Analyst. This MDT work together and in collaboration with the wider PALMS' MDT to support CYP at significant risk of being placed out of county and/or requiring an inpatient bed. The team offer input to up to 350 CYP per annum by: triaging calls; undertaking risk assessments; supporting CYP/Parents/Carers in distress; liaising with the CYP's wider support network; managing immediate safeguarding; referring on to other providers/support services; and, undertaking urgent and immediate assessment of need. These elements of the service will be available Monday – Friday 8.30am – 6.30pm.

In addition, the crisis team provides an intensive package of support to up to 80 CYP per annum. The intensive package of support is tailored to the CYP and their family. The evidence highlights that these interventions require a minimum of 8 hours per week, and up to 15 hours per week from the team to reduce and manage the risks, enable full understanding of needs, support the presentation, and prevent escalation. This will involve family and individual sessions, observations and PBS support which could include group support for families in crisis.

In addition to the above service PALMS also hosts a Mental Health Support Team for SEN Schools across Hertfordshire and West Essex.

## **The SEN MHST**

The MHST delivers evidence based interventions supporting emotional wellbeing, primarily in an educational setting. This includes group interventions, individual interventions, consultation and training and incorporates full assessments of care needs and risk assessments. The ultimate aim of the MHST is to support a whole school approach to develop, build and support emotional well-being.

The SEN MHST is hosted by PALMS and is the only MHST nationally that is solely working with the SEN population. PALMS therefore are active in supporting the National Team regarding the training, skills, job roles, models and approaches required of MHSTs to support the population. The service is principally available Monday to Friday 8.30am – 6pm.

## **COVID-19 Pandemic**

In response to the COVID-19 pandemic, as a mental health service, PALMS are classed as a service that continues to run and also to offer enhanced services as required. In line with government and NHS guidance, the predominant method of delivery of service is currently via video or telephone. Face to face appointments are still offered when deemed clinically necessary and in ensuring all guidance is adhered to.

## **JOB PURPOSE SUMMARY**

- To support in making a difference to CYP and their families by working in partnership and to support them in achieving positive outcomes.
- To provide a qualified highly specialist community service to CYP with learning disabilities and/or an autistic spectrum disorder who present with challenging behaviour, toileting, feeding, sleeping concerns, and problematic sexualized behaviour, and/or mental health difficulties, and to their families across all sectors of care.
- To provide psychological assessment and intervention in collaboration with colleagues as appropriate.
- To provide a comprehensive screening and triage service to CYP and their referrers resulting in safe and appropriate clinical decisions and appropriate intervention.
- To undertake priority assessments, as appropriate, related to difficulties within the PALMS' remit, to determine the needs of the CYP.
- To function as an effective member of the multi-disciplinary PALMS team, and to work as an autonomous PALMS' clinician providing specialist, holistic and generic assessment and intervention, when appropriate, with CYP and families.

- To work independently according to a plan agreed with the PALMS Clinical and Service Leads and within the overall framework of the team's policies and procedures.
- To provide clinical supervision and line management to other PALMS colleagues as appropriate.
- To establish effective and mutually respectful working relationships with care providers on the CYP's pathway including Child & Adolescent Mental Health Services, Child Development Centres, Social Care and Education.
- To exercise responsibility for the systematic governance for their practice within the service.
- To undertake clinically related administration, conduct audits and research projects, collect and analyse service data, develop databases, and to participate in teaching and project work.
- To actively contribute to the development of the service.

## **MAIN DUTIES and RESPONSIBILITIES:**

### **Operational Delivery and CYP Clinical Care**

- To prepare assessments, intervention/review reports and discharge To provide highly developed specialist assessments of CYP referred to the PALMS Team based upon appropriate use, interpretation and integration of complex data from a variety of sources including semi-structured interviews with CYP, family members and others involved in the CYP's care, self-reports measures, rating scales and direct & indirect structured observations
- To formulate and implement plans for the formal intervention and/or management of CYP presenting difficulties, including challenging behaviours, toileting, feeding, sleeping concerns, problematic sexualized behaviour, and/or mental health difficulties; based upon an appropriate conceptual framework of the CYP's needs and employing methods based upon evidence of efficacy, across the full range of care settings and with other colleagues and services as appropriate
- To be responsible for a complex caseload whilst working alongside a multi-disciplinary team to provide a coordinated and integrated individualised care package to children and young people.
- To provide specialist advice, guidance and consultation to others.
- To be able to assess and develop of care to meet the complex needs of the PALMS' population.
- summaries, in accordance with local policies.
- To act as care coordinator, where appropriate, ensuring provision of a care package appropriate for the CYP's needs, taking responsibility for initiating planning and review of the CYP's care, including the CYP, their family/carer, referring agents and others involved in the network of care.
- To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and development processes that have shaped the individual, family or family group.
- To exercise autonomous professional responsibility for the intervention and discharge of CYP ensuring appropriate assessment, formulation and interventions, communicating with referrers and others involved with the care on a regular basis.
- To oversee transition arrangements between services to ensure CYP receive seamless care with the support of the clinical leads, transition arrangements between services via Hertfordshire's Trusted Assessment and Integration Working Pathways, to ensure CYP receive seamless care.
- To plan and to lead workshops and therapeutic groups with CYP and families.
- To communicate in skilled and sensitive manner information concerning the assessment, formulation and treatment plans of CYP under their care and to monitor progress during the course of both uni and multi-disciplinary care.
- To support a comprehensive screening and triage service to CYP and their referrers resulting in safe and appropriate clinical decisions and appropriate intervention.
- Timely and effective triaging of all referrals adhering to the service specification, pathways and protocols to support clinical decisions.
- To be a point of contact for referrers and the families who access, or enquire about accessing PALMS following agreed protocols and guidelines and utilising effective communication skills. The calls can include assessing risk and the priority of the referral.
- Ensure that sufficient, accurate and appropriate information is gathered in order to direct the referral to the most appropriate pathway.

- Use professional judgement and skills to assess level of need and urgency, as well as obtaining further information as required, determining appropriate outcome including monitoring and recording expected outcomes. Agreed pathways and protocols will be used to support clinical decisions.
- To be a point of contact for team members to discuss clinical queries that cannot wait until supervision or peer reflection.
- To support undertaking priority assessments where appropriate, related to difficulties within the PALMS' remit, to determine the needs of the CYP, including whether it is safe for them to return to their home in a variety of settings
- To undertake risk assessment and implement risk management plans for CYP and provide advice to other professionals on aspects of risk assessment and risk management. To implement agreed aspects of the risk assessment plans in conjunction with PALMS' colleagues, wider network, CYP and their families taking in to account safeguarding concerns.
- To take into account issues of parental responsibility when undertaking assessment/consultation/intervention with CYP.

### **Communication and Relationship Building**

- The post holder will be required to establish communication networks with a wide and cross organisational group of professionals, associated agencies and CYP and families.
- In particular the post holder shall develop effective and mutually respectful relationship with: - members of the multidisciplinary child development team (paediatricians, school nurses, health visitors, allied health professionals and associated disciplines); associated agencies responsible for a CYP's care i.e. health, education, social care, voluntary sector; members of the Child and Adolescent Mental Health Services (CAMHS) and adult learning disability service for transition planning.
- To communicate in skilled and sensitive manner information concerning the assessment, formulation and treatment plans of CYP under their care.
- To offer consultation and training to a range of services to support the needs of CYP who have Autism and/or Learning Disability.
- To provide specialist advice, guidance and consultation to other professionals contributing directly to the formulation, diagnosis and treatment plan.
- To represent PALMS and the postholder's profession and attend relevant meetings and professional activities.

### **Education and Training**

- To contribute to the development and maintenance of the highest professional standards of practice, through active participation in internal and external continuing professional development training and development programmes, in consultation with the PALMS Clinical and Service Leads.
- To take part in regular professional and managerial supervision and appraisal, and maintain an active engagement with current developments in the field of the post holder and related disciplines.
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific population and mental health.
- To participate fully in multidisciplinary team meeting and activities as appropriate.
- To participate in teaching/training and other continuing professional development activities.
- Post holder should assess, in discussion with their line-manager, their own professional training needs.

### **Service Development and Improvement**

- To assist in the design and implementation of service development projects as required.
- To actively contribute to the development of the service particularly evaluating the needs of the PALMS' population.
- To attend meetings in which service developments are planned and discussed.

- To propose and implement policies/guidelines within the service in conjunction with PALMS Clinical and Service Leads.
- To alert the Service Lead on aspects of the service where clinical and/or organisational matters need addressing.
- To contribute to the development, evaluation and monitoring of the team's operational policies and participate in the development of high quality, responsive and accessible services.
- To authorise risk assessments for lone workers as appropriate.
- To utilise theory, evidenced based literature and research to support evidence based practice in individual work and work with other team members.
- To work with the PALMS' Leadership team on service policy development and review.
- To make informed contributions on local and divisional policy affecting service development.
- To contribute to the development, evaluation and monitoring of the team's operational policies and participate in the development of high quality, responsive and accessible services.
- To undertake data collection, analysis, production of reports and summaries using IT and statistical programmes where required.

### **Management and Leadership**

- To be responsible for providing clinical supervision and professional support and guidance as required to members of the PALMS team.
- To line manage members of the PALMS team.
- To provide advice, consultation and training to staff working with the PALMS' population across a range of agencies and settings, where appropriate.
- To participate in recruitment of new staff as required

### **Information Management**

- To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of registered bodies and Trust policies and procedures.
- To update PALMS databases and/or spreadsheets as appropriate in order to monitor clinical outcomes.

### **Finance and Resource Management**

- Responsible to Service Lead for effective and efficient use of available resources.
- Responsible to Service Lead for identification of resource issues affecting service delivery.

### **Research and Development**

- To utilise theory, evidenced based literature and research to support evidence based practice in individual work and work with other team members.
- To undertake appropriate research and provide research advice to other staff undertaking research,
- To undertake project management, including complex audit and service evaluation, with colleagues within the service to help develop service provision.

### **General**

- To undertake specific administrative duties as required.
- To perform other duties of a similar kind appropriate to the grade, that may be required from time to time by the PALMS' Service Lead.
- To work flexibly and respond positively to changing service needs.

### **Freedom to Act:**

- To exercise autonomous professional responsibility for the treatment and discharge of CYP ensuring

appropriate assessment, formulation and interventions, communicating with referrers and others involved with the care on a regular basis.

<b>Physical effort</b>	The post-holder will be required to travel across county for service duties, as necessary and service development; for this purpose, the post-holder should have access to & be licensed to drive an appropriate mode of transport
<b>Mental effort</b>	The post-holder will be required to plan and organise complex activities requiring formulation, action planning and strategic thinking. The post-holder will be required to exercise judgement when presented with highly complex facts requiring an analysis and interpretation. The post-holder will be required to contain and work with organisational stress and ability to “hold” the stress of others. The post-holder will be required to maintain intense concentration whilst engaged with CYP and CYP’s family.
<b>Emotional effort</b>	The post- holder will experience working with CYP presenting with the full range of clinical severity and will need to exercise a high degree of professionalism in the face of highly emotive and distressing concerns, verbal abuse and the threat of physical abuse. The post-holder will be required to work with young people whose behaviour is personally challenging and deal with frequent exposure to highly distressing or highly emotional circumstances.
<b>Working conditions</b>	The post-holder will work in a shared office and at times be exposed to aggressive behaviour due to the nature of the CYP that PALMS work with.

## **Supplementary Information**

### **Equality and Diversity**

The Trust is committed to eliminate racism, sexism and forms of discrimination. The Trust will not discriminate on grounds of age, colour, disability, ethnic origin, gender, gender reassignment, culture, health status, marital status, social or economic status, nationality or national origins, race, religious beliefs, or non beliefs, responsibility for dependents, sexuality, trade union membership or hours of work.

It is required of all employees to uphold this policy in the course of their employment with the Trust and whilst undertaking their duties.

### **Mobility / Flexibility**

The normal place of work for the post is as stated above, but as a term of employment post holders may be required to work from any of the Trust's establishments.

### **Health and Safety at Work**

In accordance with the Management of Health and Safety at Work Regulations 1992 (as amended) and other relevant Health and Safety legislation, staff have a duty to take responsible care to avoid injury to themselves and others by their work activities and to co-operate in meeting statutory requirements.

### **Infection Control**

Employees must be aware that preventing healthcare acquired infections and infection control is the responsibility of all staff. Clinical procedures should be carried out in a safe manner by following best practice and infection control policies.

### **Data Protection and Confidentiality**

Employees must maintain confidentiality when dealing with sensitive material and information and be aware of the Caldicott principles, the General Data Protection Regulations (GDPR) 2018 and the Human Rights Act 1998. The protection of data about individuals is a requirement of the law and if any employee is found to have permitted unauthorised disclosure, the Trust and individual may be prosecuted. Disciplinary action will be taken for any breach.

### **No Smoking Policy**

The Trust operates a smoke free policy which means that smoking is not allowed anywhere on Trust sites including buildings, car parks and entrances.

### **Safeguarding**

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role. The expectation is that the post holder is familiar with the relevant procedures and guidelines, all of which can be found on the Trust's intranet.

The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other duties and responsibilities commensurate with the grade. Any changes to this job description to take account of changing service needs will be made in discussion with the post holder.



Positive behaviour, Autism, Learning disability, Mental health Service

**PERSON SPECIFICATION: Clinical Psychologist Band 8a**

	Essential	Desirable	Assessed in
<b>Training and Qualifications</b>	<p>Doctoral level training in clinical psychology (or its equivalent for those trained prior to 1996), including specifically models of psychopathology, clinical psychometrics and neuropsychology. Two or more distinct psychological therapies and lifespan development psychology as accredited by the British Psychological Society (BPS)</p> <p>Pre-qualification training and qualifications in research methodology, staff training and/or other fields of applied psychology</p> <p>Further specialist post-qualification training relevant to the Children and Young People and/or ASD and LD client group.</p> <p>Formal training in supervision of trainee clinical psychologists</p> <p>Evidence of continued professional development as recommended by the BPS</p>		AF, IV
<b>Experience</b>	<p>Experience of working with a wide variety of client groups, across the whole course of presenting problems that reflect the full range of clinical severity including maintaining a high degree of professionalism in the face of highly emotive and distressing problems, verbal abuse and the treat of physical abuse</p> <p>Significant experience of working with people with a learning disability and with people with an Autistic Spectrum disorder in a range of settings and/or significant experience of working with children and young people.</p> <p>Experience of exercising full clinical responsibility for clients psychological care and treatment, both as a professionally qualified care co-ordinator and within the context of a multi- disciplinary care plan</p> <p>Experience of teaching, training and/or supervision of trainee clinical psychologists</p> <p>Experience of multi-disciplinary team working and inter-agency collaboration</p>	<p>Experience of service quality monitoring i.e. clinical audit, evaluative research etc</p> <p>Experience of the application of clinical psychology in different cultural contexts.</p> <p>Experience of applied behaviour analysis and positive behaviour support.</p>	AF, IV



<b>Knowledge &amp; Skills</b>	<p>Skills in the use of complex methods of psychological assessment, intervention and management frequently requiring sustained and intense concentration</p> <p>Well developed skills in the ability to communicate effectively orally and in writing, complex, highly technical and /or clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS</p> <p>Skills in providing consultation to other professional and non-professional groups</p> <p>Doctoral level knowledge of research methodology, research design and complex, multivariate data analysis as practiced within the clinical fields of psychology</p> <p>Knowledge of child development, child and adolescent mental health and a range of therapeutic models</p> <p>Well developed knowledge of the theory and practice of specialised psychological therapies in specific difficult to treat groups i.e. personality disorders, dual diagnosis, people with learning disabilities etc</p> <p>Knowledge of the theory and practice of highly specialised psychological therapies and assessment methodologies</p> <p>Knowledge of relevant legislation and national policies</p> <p>Ability to teach and train others, using a variety of complex multi-media materials suitable for presentations within public, professional and academic settings</p> <p>Ability to identify and employ mechanisms of clinical governance as appropriate to support and maintain clinical practice in the face of regular exposure to highly emotive material and challenging behaviour</p>		<b>AF, IV</b>
<b>Personal Abilities</b>	<p>Ability to work with children &amp; young people whose behaviour is personally challenging</p> <p>Ability to establish and maintain professional relationships and boundaries with young people</p> <p>Ability to provide a therapeutic environment which contributes to young people's healthy development (including sexual)</p> <p>An interest in, and commitment to, working with children who have a learning disability</p>		<b>IV</b>

	<p>and/or an autistic spectrum disorder and/or mental health difficulties.</p> <p>Values that match positive behaviour practices.</p> <p>Ability to think clearly and express self. Positive interpersonal skills</p> <p>Ability to establish and maintain professional relationships</p> <p>Good organisational skills and an ability to manage competing service demands.</p> <p>Ability to work independently, reliably and consistently</p> <p>Ability and willingness to work flexibly including evenings and weekends.</p> <p>Capable of using initiative and maintaining professional boundaries.</p> <p>Ability to concentrate for prolonged periods</p> <p>Ability to use supervision appropriately and effectively.</p> <p>Ability to lead and work as part of a 'virtual team'.</p>		
<b>Other Specifications</b>	<p>You must hold a full valid driving licence and access to a car to use regularly for business purposes is essential (unless you have a disability as defined by the Equality Act 2010).</p>		AF
<p>Assessment will take place with reference to the following:  AF – Application Form, IV – Interview, G – Group, CS – Case Study</p>			