

## JOB DESCRIPTION

### 1. GENERAL INFORMATION

**Job Title:** Clinical Psychologist

**Grade:** Band 7

**Hours:** 1.0 WTE/Full Time (37.5 hours per week)

**Salary: Band 7** £45,780 - £51,393 per annum inc HCAS pro rata

**Location:** St Pancras Rehabilitation Unit (South Wing, St Pancras Hospital, London, NW1 0PE) and Gospel Oak Health Centre (5 Lismore Circus, London, NW5 4RA)

**Responsible to:** Lead Clinical Psychologist St Pancras Rehabilitation Unit

**Accountable to:** St Pancras - AHP Lead; Gospel Oak – Therapy Lead

**Responsible for:** Joint responsibility with the Lead Clinical Psychologists for assistant psychologists

### 2. JOB SUMMARY

This role is based in two services: St Pancras Rehabilitation Unit and Camden Integrated Community Healthcare. Within the Rehabilitation Unit, the post-holder will work as part of a multi-disciplinary team across three rehabilitation wards (neurological and complex care including frailty and polytrauma), offering specialist psychological assessment and intervention, advice and consultation on clients' psychological care to the wider team, and contributing to discharge planning. At the Camden Integrated Community Healthcare, the post-holder will provide home visits for clients who present with a range of physical health conditions and require rehabilitation (physiotherapy, occupational therapy and speech and language therapy) as well as district nursing care in their own homes. The Clinical Psychologist will provide both direct input to service users, as well as working with staff and teams to offer consultation and training around mental health presentations they may commonly find present in their daily work with service users. The post-holder will be expected to work autonomously within professional guidelines and within the overall framework of the service's policies and procedure and to utilise research skills for audit, policy and service development.

### 3. WORKING ENVIRONMENT

The post holder will be based in two locations: Gospel Oak Health Centre, which will involve home visits across the borough of Camden, and at an inpatient unit at St Pancras Hospital. The organisation supports agile working and understands the importance of good work life balance. There is opportunity to work from home regarding the role in the community, however agreements around this need to be reviewed in line with service need and agreed by the line manager. **4.**

### MAIN DUTIES AND RESPONSIBILITIES

#### 4.1 Clinical:

4.1.1 To provide specialist psychological assessments of referred clients, using interview, formal neuropsychological assessment and other assessment methods as appropriate.

- 4.1.2 To formulate and devise psychological treatment and management plans for referred clients and to provide psychological treatment, using a range of specialist psychological interventions appropriate to the client's presenting problem.
- 4.1.3 To provide psychological advice and psycho-education to both clients and their carers, including those clients with cognitive and behavioural difficulties
- 4.1.4 To provide specialist psychological advice, guidance and consultation to other professionals and other services to assist in the formulation, diagnosis and treatment plan of clients.
- 4.1.5 To provide reports and communicate in a skilled and sensitive manner concerning the assessment, formulation and treatment plans of clients.
- 4.1.6 To undertake responsibilities as a member of the multi-professional rehabilitation team, including attending team meetings.
- 4.1.7 To liaise with other health and social care staff, from a range of agencies, involved in the care of clients.
- 4.1.8 To review MDT screening and evaluate all psychological interventions
- 4.1.9 To undertake risk assessment and risk management for individual clients and to provide advice to other professions on psychological aspects of risk assessment and risk management.

## **4.2 Teaching, training, and supervision**

- 4.2.1 To receive regular clinical professional supervision from a senior clinical psychologist and, where appropriate, other senior professional colleagues.
- 4.2.2 To participate in an agreed programme of post-qualification training and professional development towards developing advanced knowledge and practice
- 4.2.3 To undertake training to develop skills in the area of professional post-qualification teaching, training and clinical supervision.
- 4.2.4 To provide professional and clinical supervision of trainee psychologists and, where required, of assistant psychologists.
- 4.2.5 To provide advice, consultation, training and supervision, where appropriate, to other health and social care staff working with the client group.
- 4.2.6 To provide advice, consultation and training to staff across a range of agencies and settings, where appropriate, including primary, community and secondary care.
- 4.2.7 To gain additional highly specialist experience and skills relevant to clinical psychology, as agreed with the Head of Clinical Psychology
- 4.2.8 To contribute to the pre- and post-qualification teaching of clinical psychology as well as other disciplines, as appropriate.

### **4.3 Management, recruitment, policy and service development**

4.3.1 To contribute to the development, evaluation and monitoring of the multi-disciplinary team's operational policies and services, through the deployment of professional skills in research, service evaluation and audit.

4.3.2 To advise both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing.

4.3.3 To independently manage workload and prioritise referrals.

4.3.4 To facilitate and assist in the management of service development and provision e.g. information systems, as agreed with delegated senior staff.

4.3.5 To help manage the workloads of assistant, within the framework of the team/service's policies and procedures.

4.3.6 To be involved, as appropriate, in the shortlisting and interviewing of assistant psychologists.

4.3.7 The post holder will be required to attend and contribute to the regular professional meetings of the Clinical Psychology team in Camden.

### **4.4 Research and service evaluation**

4.4.1 To utilise theory, evidence-based literature and research to support evidence-based practice in individual work and work with other team members.

4.4.2 To undertake appropriate research and provide research advice to other staff undertaking research.

4.4.3 To undertake project management, including complex audit and service evaluation, with colleagues within the service to help develop and evaluate service provision.

### **IT responsibilities (other than those used for research)**

4.4.4 The post holder will input and maintain, appropriate computer clinical records and statistical data and provide this to the Manager/Head of service when necessary.

4.4.5 The postholder will engage in relevant computer and IT training as required.

4.4.6 The postholder will be responsible for ensuring that those psychologists they are responsible for/supervise engage in relevant computer and IT training as required and will input and maintain, appropriate computer and manual clinical records and statistical data.

### **4.5 General**

4.5.1 To ensure the development and maintenance of the highest personal standards of practice, through active participation in internal and external CPD training and development programmes, in consultation with the post holder's professional and service manager(s).

4.5.2 To contribute to the development and articulation of best practice in psychology within the service area, by exercising the skills of a reflexive and reflective scientist practitioner, taking part in regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of clinical psychology and related disciplines.

4.5.3 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 the HPC, British Psychological Society and Trust policies and procedures.

4.5.4 To maintain up to date knowledge of legislation, national and local policies and issues of relevance to the service, client group and mental health.

4.5.5 To undertake such other duties and responsibilities, appropriate to the grade of the post, as may be agreed with the Lead Clinical Psychologist and South Wing Clinical Services Manager.

4.5.6 To work flexibly and respond to service needs accordingly e.g. with regard to cover Service Level Agreement arrangements.

## **5. CONFIDENTIALITY**

All information concerning patients/clients and staff must be treated as strictly confidential at all times.

## **6. SAFEGUARDING**

All staff have a duty to safeguard and promote the welfare of children and adults at risk of abuse. Staff should be aware of local safeguarding procedures and how to contact named professionals for advice and support as well as reporting any concerns. Staff are supported with the supervision and training needed to recognise and act on welfare concerns and to respond to the needs of children and adults. Staff have a responsibility to ensure they are up to date with any safeguarding training.

## **7. PROMOTING EQUALITY & VALUING DIVERSITY**

It is the aim of the Trust to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, sexual orientation, marital/partnership status, race, religion, age, creed, colour, ethnic origin, disability, part time working status and real or suspected HIV/AIDS status and is not placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. To this end the Trust has a Valuing Diversity in the Workplace Policy and it is for each employee to contribute to its success. As a member of staff at Camden Provider Services (CNWL Trust) you have a personal responsibility to ensure and to support equality and value diversity. This means that you ensure that you do not discriminate, harass or bully or contribute to discrimination, harassment or bullying of a colleague, visitors or service users or condone discrimination, harassment or bullying by others. In addition, if you are a team leader, manager or director, you have a personal responsibility to promote and develop a culture that promotes equality and values diversity.

## **8. HEALTH & SAFETY**

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974), and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

## **9. NO SMOKING POLICY**

There is a smoke free policy in operation in the Trust. In accordance with this policy smoking is positively discouraged and is not permitted anywhere within the buildings, on the premises or grounds.

Designated smoking areas or smoking rooms are not permitted. Support is provided for staff members who wish to stop smoking.

## **10. DATA PROTECTION**

If you have contact with computerised data systems you are required to obtain, process and/or use information held on a computer or word processor in a fair and lawful way. To hold data only for the specific registered purpose and not to use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed.

## **11. ACCESS TO HEALTH RECORDS**

All staff who contribute to patients' health records are expected to be familiar with, and adhere to, the Trust's Standards of Records Keeping Policy. Staff should be aware that patients' records throughout the Trust will be subject to regular audit.

All staff who have access to patients' records have a responsibility to ensure that these are maintained efficiently and that confidentiality is protected in line with the Trust's Confidentiality of Health Records Policy.

All staff have an obligation to ensure that health records are maintained efficiently and that confidentiality is protected. Staff are also subject to this obligation both on an implied basis and also on the basis that, on accepting their job description, they agree to maintain both patient / client and staff confidentiality.

In addition, all health professionals are advised to compile records on the assumption that they are accessible to patients in line with the Access to Health Records Act 1998.

## **12. WASTE DISPOSAL**

All staff must ensure that waste produced within the Trust is disposed of in such ways that control risk to health, or safety of staff and the public alike in accordance with relevant legislation and procedures contained within the policy.

## **13. INFECTION CONTROL**

Infection prevention and control is the responsibility of all provider services staff. All duties relating to the post must be carried out in accordance with the Trust hand hygiene and infection control policies and procedures.

## **14. IMPROVING WORKING LIVES (IWL)**

IWL is an NHS-wide initiative aimed at ensuring staff have good work/life balance,

access to training, and support from their employer. The Trust is committed to maintaining a high standard of practice within IWL and, as such, staff have access to a wide range of flexible working options, childcare support, and many training and development opportunities.

## **15. PROFESSIONAL REGISTRATION**

i) If you are employed in an area of work which requires membership of a professional body in order to practice (e.g. Nursing & Midwifery Council for nurses), it is a condition precedent of your employment to maintain membership of such a professional body. It is also your responsibility to comply with the relevant body's code of practice. Your manager will be able to advise you on which, if any, professional body of which you must be a member.

ii) You are required to advise the Trust if your professional body in any way limits or changes the terms of your registration.

iii) Failure to remain registered or to comply with the relevant code of practice may result in temporary downgrading, suspension from duty and/or disciplinary action which may result in the termination of your employment.

iv) If you are required to have registration with a particular professional body or to have specific qualifications you must notify your manager on appointment of such fact and provide him or her with documentary evidence of them before your employment commences or, at the latest, on your first day of employment. Furthermore, throughout your employment with the Trust, you are required on demand by your manager to provide him or her with documentary evidence of your registration with any particular professional body or in respect of any required qualifications.

## **16. RISK MANAGEMENT**

All Trust employees are accountable, through the terms and conditions of their employment, professional regulations, clinical governance and statutory health and safety regulations, and are responsible for reporting incidents, being aware of the risk management strategy and emergency procedures and attendance at training as required.

All staff have a responsibility to manage risk within their sphere of responsibility. It is a statutory duty to take reasonable care of their own safety and the safety of others who may be affected by acts or omissions.

All managers throughout the organisation have a responsibility to ensure that policies and procedures are followed, that staff receive appropriate training, that a local risk register is developed and monitored on a quarterly basis and any changes reported to the Clinical Governance Committee and Risk and Assurance Committee.

Managers are responsible for implementing and monitoring any identified risk management control measures within their designated area/s and scope of responsibility. In situations where significant risks have been identified and where local control measures are considered to be potentially inadequate, managers are responsible for bringing these risks to the attention of the Clinical Governance Committee or Risk and Assurance Committee if resolution has not been satisfactorily achieved.

## **17. REVIEW OF THIS JOB DESCRIPTION**

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the postholder on an annual basis.

## **18. INITIALS AND DATE OF PREPARATION**

(CREATED 09/2023 KC & SU)

### ***To be noted:***

- This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager.
- This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.
- The post holder is expected to comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information, clinical governance including research governance.