

### JOB DESCRIPTION

#### JOB DETAILS

JOB TITLE:

Family Therapist

JOB REFERENCE NUMBER:

BAND:

8a

WARD/DEPT.

Generic

DIRECTORATE/LOCALITY:

Trust Wide

ESSENTIAL QUALIFICATIONS:

Postgraduate / Masters qualification in appropriate mental health / social care profession

Doctoral level qualification in Systemic Psychotherapy

Eligibility for UKCP registration

Other related academic qualifications

Training in teaching Systematic Psychotherapy

### ORGANISATIONAL ARRANGEMENTS

ACCOUNTABLE TO:

Lead Psychologist

REPORTS TO:

Clinical Team Leader

RESPONSIBLE FOR:

## **ROLE SUMMARY**

Provide a qualified, specialist family therapy service to young people and their families.

Act as a senior clinician within the service and to work with the highly complex cases referred for specialist family treatment.

Undertake a clinical caseload as part of a multidisciplinary team (MDT).

Develop an area of specialist family therapy knowledge and practice within the service.

Provide leadership and supervision to the members of the family therapy teams within the Trust

Manage the work of the specialist family therapy teams and develop audit measures to record outcomes of treatment

Offer clinical leadership, appraisal and supervision to other qualified and trainee family therapists.

Responsible for the organisation and provision of family therapy in the service area.

Negotiate, develop and deliver basic training in family therapy and consultation opportunities for all staff within the Locality/IDT.

## **DUTIES AND RESPONSIBILITIES**

### **Clinical**

Responsible for undertaking comprehensive mental health and systemic assessments of referred individuals and families, including an assessment of risk, participating as required in the 'Choice and Partnership' approach

Provide specialist treatment to a complex caseload of individuals and their families. The post holder will be expected to work with the most highly complex cases and to develop an area of special interest within family therapy holding differing views and managing conflict and unknown factors

Act as care co-coordinator, collaborating closely with colleagues and where appropriate, taking responsibility for initiating, planning and reviewing care plans under enhanced CPA including young people, their families, referring agents and others involved in the network of care.

Develop and participate as both a clinician and supervisor in the specialist family therapy teams.

This will involve working as the lead therapist, participating as a team member or providing live supervision to less experienced colleagues for other cases

Provide specialist consultation to all staff within the Locality/IDT on systemic and family therapy issues as required.

Provide specialist systemic expertise, advice, guidance and consultation to other professionals as part of the MDT, contributing to clients' formulation and treatment.

Provide written reports to update referrers and inform planning / professionals meetings, as the need arises.

Liaise with other professionals involved with individuals /families and provide updates as appropriate.

Participate in the review and on-going discussion of new referrals and cases in treatment

Attend review meetings, case conferences, CPAs and network meetings etc. as appropriate. Maintain appropriate clinical notes of all work undertaken and to ensure appropriate written communication is maintained with GPs, referrers etc.

## **Communication**

Meet with young people and families as a case holder or as part of a family therapy team.

Attend the IDT team meetings regularly, along with business meetings and other meetings as appropriate.

Communicate complex issues in a highly skilled and sensitive manner in accordance with the situation and persons involved.

Maintain the highest standards of clinical record keeping including electronic data entry and recording and report writing.

Responsible for professional standards of practice and behaviour in accordance with professional codes of practice of the Association of Family Therapy, The United Kingdom Council for Psychotherapy and NSFT Trust policies and procedures.

Receive regular clinical supervision, as required to maintain registration as a Family Therapist.

## **Personal and People Development**

Develop priorities, referral criteria and protocols for the Family Therapy teams in conjunction with the service lead and Clinical governance procedures.

Ensure the audit and monitoring of Family Therapy practice within the Locality/IDT.

Responsible for advising management and colleagues on the safe and ethical use of all therapeutic equipment used.

Ensure that Policies regarding consent to videotaping, the status of video material in relation to case notes, and the secure storage and erasure of video tapes are complied with.

Contribute actively to the development, implementation and evaluation of family therapy.

Identify, propose and implement changes to work practices and procedures as a member of the Clinical Governance team.

Propose and co-ordinate research / audit activities in conjunction with the team.

Undertake internal and external CPD training as appropriate.

Organize and participate in training in family therapy and systemic practice for all staff within the IDT.

Undergo mandatory and statutory training as required.

Participate in the appraisal of other family therapists.

Develop a research profile in Systemic Therapy for the service; to participate in research on clinical effectiveness and outcomes for Family Therapy practice.

### **Health, Safety and Security**

Assist in maintaining own and others' health, safety and security.

Monitor and maintain health, safety and security of self and others.

Promote, monitor and maintain best practice in health, safety and security.

Maintain and develop an environment and culture that improves health, safety and security.

Undertake risk assessment and risk management for individual clients including those presenting with complex and challenging risk behaviours, and provide general advice to other professionals on psychological aspects of risk assessment and management, showing awareness of the potential for aggressive behaviour and using appropriate techniques such as breakaway and panic alarms to ensure the safety of self, colleagues and patients.

Ensure management of the possible side effects of remaining in a sitting position for extended periods of the day.

### **Service Improvement**

Provide clinical supervision and consultation to other staff undertaking family therapy in the IDT.

Provide live supervision within the Family Therapy teams.

Manage allocation and ensure appropriate discharge for all referrals to Family Therapy.

Participate in recruitment, professional management and appraisal of other family therapists.

Ensure the use of evidence based practice in family therapy in the Locality/IDT.

### **Quality**

Ensure the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes.

Ensure the development and articulation of best practice in family therapy within the service area and contribute across the service by exercising the skills of a reflective systemic practitioner, taking part in regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of family therapy.

Maintain quality in own work and encourage others to do so.

Maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.

Contribute to developing and sustaining a culture that improves quality.

### **Equality and Diversity**

The role requires post holder to:

Act in ways that support equity and value diversity

Support equality and value diversity

Promote equality and value diversity

Develop a culture that promotes equality and values diversity

### **ROLE OBJECTIVES**

Undertake a clinical caseload as part of a multidisciplinary team (MDT).

Be responsible for the organisation and provision of family therapy within the Locality/IDT.

Ensure the provision of a high quality systemic family therapy service for young people and families referred to the service.

Provide leadership and supervision to the members of the family therapy teams in the Locality/IDT.

Offer clinical leadership, appraisal and supervision to qualified family therapists.

Provide basic training in family therapy and consultation opportunities for all staff within the Locality/IDT.

Develop an area of specialist family therapy practice within the needs of the service.  
Undertake appropriate service evaluation

## SPECIFIC DUTIES

### TRUST VALUES AND BEHAVIOURS

To promote and adhere to the workplace values of NSFT.

Our values and behaviours were created by 1,300 staff members, service users and carers all working together in the Putting People First project.

They reflect what we all believe makes the most positive difference to the care we offer and to the way we work with one another. By 'living our values' we will develop our Trust, our people, and continue to improve the quality of everything we do.

## Our values... Our behaviours... Our future

Working together for better mental health...

### Positively...



#### Be proactive...

Look for solutions, think creatively and focus on what we can do

#### Take pride...

Always do our best

#### Take responsibility...

Plan ahead, be realistic and do what we say we will

#### Support people to set and achieve goals...

And be the best they can

#### Recognise people...

Their efforts and achievements, and say thank you



### Respectfully...



#### Value everyone...

Acknowledge people's unique experiences, skills and contribution

#### Step into other people's shoes...

Notice what's actually happening

#### Take time to care...

Be welcoming, friendly and support others

#### Be professional...

Respect people's time and be aware of our impact

#### Be effective...

Focus on the purpose and keep it as simple as possible

### Together...



#### Involve people...

Make connections and learn from each other

#### Share...

Knowledge, information and learning

#### Keep people updated...

With timely, open and honest communication

#### Have two-way conversations...

Listen and respond

#### Speak up...

Seek, welcome and give feedback

[nsft.nhs.uk](http://nsft.nhs.uk)

### REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

### SUPERVISORY RESPONSIBILITIES

None

### RISK MANAGEMENT / HEALTH AND SAFETY

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the

Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

## **FLEXIBILITY**

You are expected to be flexible in the duties you carry out and the Trust reserves the right to vary your duties from time to time in line with service needs and as commensurate with your Pay Band. You may, therefore, be required, during the course of your employment, to work in a different location and/or to carry out alternative duties consistent with your status, role, knowledge and experience, taking account of any professional registration and/or qualification requirements, and which are commensurate with your Pay Band; this may include a temporary or longer term transfer to work within a different Locality or Service. Arrangements under your Terms and Conditions of Service and Trust policies will apply.

## **RECORDS MANAGEMENT**

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post.

## **SUSTAINABILITY**

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

## **SAFEGUARDING**

### **Clinical**

The NSFT expects all practitioners to act in accordance with statutory and local policies regarding recognition, reporting, information sharing, record keeping and joint working in relation to the Safeguarding of Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

## **WORKING WITH FAMILIES OF SERVICE USERS**

Ensure that (practitioners / clinicians etc.) when working with service users consider the effects and impact of their mental health and risk behaviours on their families, and provide appropriate support, advice and education for all family members. The needs of children and young people within the household/family should be given special consideration in line with Social Care Institute for Excellence's guidance "Think Child, Think Parent, Think Family" and must always be the priority for NSFT staff across all roles and services.

## **CONFIDENTIALITY**

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

This job description is an outline and account of the main duties required to carry out the post. It will be reviewed periodically to reflect changes and developments in service requirements. The post holder is advised that they have a responsibility to ensure they are familiar with their Terms and Conditions of Service detailed in the Contract of Employment.

Signed:.....Manager

Signed:.....Post Holder



## PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills and knowledge, personal attributes, interests and other attributes necessary for the post holder to perform the job to a satisfactory level.

### JOB TITLE

**Family Therapist**

	<b>ESSENTIAL</b>  <b>Without which the post holder could not be appointed</b>	<b>DESIRABLE</b>  <b>Extra qualities that can be used to choose between candidates with all essential criteria</b>	<b>METHOD OF ASSESSMENT</b>
<b>QUALIFICATIONS</b>	Postgraduate qualification in appropriate mental health/social welfare profession  Masters or Doctoral level qualification in Systemic Psychotherapy  Eligibility for UKCP registration  Other related academic qualifications  Training in teaching Systematic Psychotherapy		<b>Certificates</b>
<b>EXPERIENCE</b>	Evidence of continuing professional development as required by UKCP/AFT guidelines		<b>Application Form / Interview / References</b>
<b>SKILLS</b>	Skills in applying systemic theory to work with individuals, couples, family systems, groups and		<b>Application Form / Interview / References</b>

	<p>organisations</p> <p>Ability to contain and work with organisational stress and ability to hold the stresses of others</p> <p>Able to provide services in a variety of environments as meets the needs of clients and contracted work</p> <p>Ability to work independently and as part of a team</p> <p>Ability to access and use supervision appropriately</p> <p>Ability to maintain accurate records</p> <p>Ability to produce clear, well written reports</p> <p>Ability in working to professional guidelines</p> <p>Ability to support development of profession through participation in professional bodies and activities</p>		
<b>KNOWLEDGE</b>	<p>Working with people with acute and enduring mental health problems and Learning Disabilities.</p> <p>Awareness of legislative framework for Children and Young People (including the Mental Health Act)</p> <p>Awareness of current mental health issues</p> <p>Working knowledge of relevant legislation and its implications for both clinical practice and</p>		<b>Application Form / Interview / References</b>

	professional management in relation to mental health and the full range of client groups		
<b>OTHER (Please specify)</b>	Able to travel independently		<b>Application Form / Interview / Document Check</b>

	Positively...	Respectfully...	Together...	METHOD OF ASSESSMENT
VALUES (APPLICABLE TO ALL POSTS )	Look for solutions, think creatively and focus on what we can do	Acknowledge people's unique experiences, skills and contribution	Make connections and learn from each other	Application and Interview
	Take pride...  Always do our best	Step into other people's shoes...  Notice what's actually happening	Share...  Knowledge, information and learning	
	Take responsibility...  Plan ahead, be realistic and do what we say we will	Take time to care...  Be welcoming, friendly and support others	Keep people updated...  With timely, open and honest communication	
	Support people to set and achieve goals...  And be the best they can	Be professional...  Respect people's time and be aware of our impact	Have two-way conversations...  Listen and respond	
	Recognise people...  Their efforts and achievements, and say thank you	Be effective...  Focus on the purpose and keep it as simple as possible	Speak up...  Seek, welcome and give feedback	

## JOB DESCRIPTION SUPPLEMENTARY INFORMATION

POST TITLE:	Family Therapist
WARD / LOCALITY:	Trust Wide
DATE COMPLETED:	Generic 2016

Please indicate in the boxes whether the post holder will be expected to work in or be directly exposed to the following factors:

### WORKING CONDITIONS

	YES	NO		YES	NO
1. Inclement weather	X		11. Humidity		X
2. Extreme Temperatures		X	12. Contaminated equipment/work area		X
3. Unpleasant smells		X	13. Driving/Being Driven (normal conditions)		X
4. Noxious Fumes		X	14. Driving/Being Driven (emergency conditions)		X
5. Excessive noise/vibration		X	15. Fleas/Lice/Infestation		X
6. Continuous use of VDU equipment	X		16. Dangerous Chemicals – Substances in containers		X
7. Unpleasant substances		X	17. Dangerous Chemicals – Substances (uncontained)		X
8. Infectious material		X	18. Exposure to verbal aggression (little/no support)	X	
9. Body Fluids, Faeces/Vomit		X	19. Exposure to physical aggression (little/no support)	X	
10. Dust/Dirt		X			

**Each YES response requires completion in 'Further Information' Section**

## PHYSICAL EFFORT

	YES	NO		YES	NO
1. Working in uncomfortable conditions		X	9. Standing/sitting with limited scope for movement		X
2. Working in physically cramped conditions		X	10. Kneeling, crouching, twisting, bending, stretching		X
3. Making repetitive movements		X	11. Walking for long periods		X
4. Lifting weights/equipment without mechanical aid	X		12. Heavy duty cleaning		X
5. Climbing or crawling		X	13. Pushing/pulling trolleys or similar equipment		X
6. Manipulating objects		X	14. Working at heights		X
7. Manual Digging		X	15. Controlled restraint i.e. in post requiring training/certification	X	
8. Running		X			

**Each YES response requires completion in 'Further Information' Section**

## EMOTIONAL EFFORT

	YES	NO
1. Processing (e.g. typing/transmitting) news of highly distressing events		X
2. Giving unwelcome news to patients/clients/carers/staff	X	
3. Caring for the terminally ill		X
4. Dealing with difficult situations/circumstances	X	
5. Designated to provide emotional support to front line staff		X
6. Communicating life-changing events	X	
7. Dealing with people with challenging behavior	X	
8. Attending scenes of accidents		X

**Each YES response requires completion in 'Further Information' Section**

## MENTAL EFFORT

	YES	NO		YES	NO
1. Carry out formal student/trainee assessments	X		9. Check documents	X	
2. Carry out clinical/social care interventions	X		10. Drive a vehicle		X
3. Analyse statistics		X	11. Perform calculations	X	
4. Operate equipment/machinery		X	12. Make clinical diagnoses	X	
5. Give evidence in court/tribunal/formal hearings		X	13. Carry out non-clinical fault finding		X
6. Attending meetings (if yes, describe role in "Further Information")	X				
7. Carry out screening tests/microscope work		X			
8. Prepare detailed reports	X				

**Each YES response requires completion in 'Further Information' Section**

## FREEDOM TO ACT

	YES	NO
1. Does the post holder generally work without close supervision	X	
2. Does the post holder work without direct access to a manager	X	
3. Does the post holder work without access to a manager by telephone		X
4. Is the post holder the lead specialist in their field		X

**Each YES response requires completion in 'Further Information' Section**

**How often on average does the post holder give guidance and advice to others?**

Daily:

☒

Weekly:

☐

Other frequency (please comment)

**How often is the post holder's work checked/monitored/assessed?**

Daily:

☐

Weekly:

☒

Other frequency (please comment)



## FURTHER INFORMATION

Please enter here details of YES responses in the preceding sections

### Element

(e.g. mental effort)	Ref No	Details of frequency and intensity
<b>Working conditions</b>	1	Occasionally exposed to inclement weather.
	6	Frequent use of VDU equipment
	18	Occasional exposure to verbal aggression
	19	Occasional exposure to physical aggression
<b>Physical effort</b>	4	Occasionally required lift equipment without mechanical aid
	15	Breakaway training
<b>Emotional effort</b>	1	Occasional exposure to writing unwelcome and distressing news/clinical information to colleagues, staff and carers.
	2	Occasional exposure to giving unwelcome & distressing news to patients/carers, families & staff
	4	Occasional exposure to difficult situation/circumstances
	6	Occasionally required to communicate life changing events
	7	Frequently required to deal with people with challenging behaviour
<b>Mental effort</b>	1	Frequently required to supervise/assess students
	2	Frequently required to carry out clinical/social interventions
	6	Frequently required to attend meetings
	8	Occasionally required to prepare reports
	9	Frequently required to check documents
	12	Frequently required to make a working diagnosis
<b>Freedom to act</b>	1	Works within clearly defined occupational policies, work is managed rather than supervised. Works within codes of practice and professional guidelines
	2	Works autonomously within the community within professional ethics and Trust policies

### Manager responsible for completion of this document

Name:

Member of Staff to whom this document relates:

Date Completed:

Review Date:


**DISTRIBUTION:** One copy to member of staff, one copy to personal file.

Please ensure Job Description is agreed and signed by both manager and employee