

JOB DESCRIPTION

JOB DETAILS

JOB TITLE:	Clinical Psychologist
JOB REFERENCE NUMBER:	
BAND:	8a
WARD/DEPT.	Generic
DIRECTORATE/LOCALITY:	Trust Wide
ESSENTIAL QUALIFICATIONS:	<p>Post-graduate doctorate degree (or its equivalent if trained prior to 1996) in clinical psychology, accredited by BPS</p> <p>Ongoing further specialist training / accredited short courses.</p> <p>Supervisor training, to be a supervisor of doctoral programme clinical psychology trainees or willing to undertake training.</p> <p>Registered as a Practitioner Psychologist with the Health Professions Council (HPC)</p>

ORGANISATIONAL ARRANGEMENTS

ACCOUNTABLE TO:	<p>Service Manager (Operational)</p> <p>Lead Consultant Clinical Psychologist (Professional)</p>
REPORTS TO:	Consultant Clinical Psychologist / Service Manager
RESPONSIBLE FOR:	<p>Providing specialist clinical psychology input to service users, staff and the organisation. Support (and allocate supervision) of newly qualified and unqualified clinical psychology staff within the Service, including trainee clinical psychologists.</p>

ROLE SUMMARY

To provide a high quality specialist clinical psychology service for people with complex mental health problems across the Service. To work autonomously within professional guidelines and exercise responsibility for the governance of psychological practice within the Service. To supervise and support the psychological assessment and intervention provided by other psychologists (newly qualified and trainees) and other clinical members of the team who provide psychologically based care and treatment.

Where required, to contribute specialist psychological skills and advice with regards to the design and implementation of strategic planning, organisational and service developments, staff training and support initiatives within the Service, NSFT and to other professional organisations.

To undertake specialised clinical work within the Service and with external agencies, which will include assessment, direct and indirect intervention, supervision, training and consultancy. To provide specialist knowledge and consultation to staff at all levels and contribute to their development.

To utilise research and training skills and knowledge for audit, policy and service development, research activity and other programmes within the Service.

Be responsible for accurate mental health clustering of all patients on admission, discharge and at review if applicable.

Ensure all mental health clustering information is passed onto other Trust teams or services on transfer of patients if applicable.

Ensure the accuracy and quality of mental health clustering activity within the team if applicable.

DUTIES AND RESPONSIBILITIES

Clinical

Provision of specialist clinical psychology assessment of individuals , carers and families referred to the Service, using and interpreting complex psychological data from a variety of sources, e.g. neuropsychological and psychometric assessments, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews, offence analysis.

Formulation and implementation of formal psychological treatment and/or management plans, based upon an appropriate conceptual framework of the service user's problems. Responsible for implementing a range of psychological interventions for patients and, where appropriate, carers and families. To make highly skilled evaluations and decisions about treatment options taking into account theoretical and therapeutic models and highly complex factors concerning historical and developmental processes.

To exercise autonomous professional responsibility for the assessment, treatment and discharge of people whose problems are managed by psychologically based standard care plans under the care of this post holder. To ensure appropriate assessment, formulation and

interventions, communicating with the referral agent and others involved with the care on a regular basis.

To provide specialist clinical psychology expertise, knowledge, advice, guidance and consultation to facilitate the effective and appropriate provision of psychological care by all members of the Service clinical team.

To ensure that all members of the Service clinical team have access to psychologically based frameworks for the understanding and care of service users within the service, through the provision of advice and consultation and the dissemination of psychological knowledge, research and theory.

To undertake risk assessment and management for individual service users and to provide specialist clinical psychology advice to other professionals on psychological aspects of risk assessment and management.

To communicate, in a skilled and sensitive manner, information regarding the assessment, formulation and treatment plans of service users. To monitor and evaluate progress during the course of uni and multi-disciplinary care.

To provide specialist clinical psychology expertise, knowledge and advice on staff support and critical incident stress management for staff within the Service following critical incidents. To also provide the same (where appropriate and as directed by the Consultant Clinical Psychologist) within NSFT and for external agencies.

To discharge statutory social care functions as delegated under Section 75 agreement with Norfolk and Suffolk County Councils for Service Users and Carers on behalf of the organisation.

To provide appropriate health and social care interventions according to service users recovery goals.

To assess health and social care needs as part of an integrated team, and implement / commission packages of care where appropriate.

Teaching & Training

To provide clinical supervision for trainee psychologists from the University of East Anglia or other universities, ensuring trainees acquire the necessary skills, competencies and experience to contribute effectively to good mental health care.

To provide post-qualification practice supervision to recently qualified psychologists.

To provide advice, consultation, training and supervision to other members of the Service clinical team regarding psychologically based assessment and intervention.

To maintain and develop skills in the area of professional pre- and post-graduate training and supervision. Where appropriate, to provide advice, consultation and training to other staff and agencies working with the Service patient group.

Management, Recruitment, Policy & Service Development

To highlight areas of need and participate (where appropriate and as directed by the Consultant Clinical Psychologist or Service Manager) in strategic planning and organisational development projects within the Service.

To exercise delegated responsibility for managing psychological resources, in the form of psychological materials used in the assessment and treatment of service users.

To participate (where appropriate and as directed by the Consultant Clinical Psychologist) in Service staff recruitment, both in the short-listing process and as a member of interview panels for psychology assistants and other disciplines.

Research & Service Evaluation

Involvement in the evaluation, monitoring and development of Service operational policies, through the deployment of professional skills in research, evaluation and audit and ensuring that psychological frameworks for understanding and provision of high quality care are utilised.

To use theory, evidence-based literature and research to support evidence based practice in individual work and work with other clinical team members. To be involved in appropriate research and provide specialist advice to other staff undertaking research.

To undertake personal research as a major job requirement.

ICT Responsibilities

To use information communication technology and computers in day to day work in order to facilitate more effective communication and presentation of information. This includes, word-processing, e-mail communication, electronic care record systems, clinical information sharing, multi-media presentation and teaching.

General

To 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.

To ensure the development of best practice in psychology within the Service and contribute across the service by utilising 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.

To maintain and promulgate high 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 British Psychological Society and Trust policies and procedures.

To maintain up to date knowledge of legislation, national and local policies and issues in relation to the specific patient group and mental health.

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

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

Clinical supervision of newly qualified clinical psychologists, trainee and psychology assistants. Specialist clinical psychology supervision for other members of the multi-disciplinary clinical team within the Service and other professionals / agencies within the wider NHS and professional community.

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

Clinical Psychologist – Band 8a

	ESSENTIAL Without which the post holder could not be appointed	DESIRABLE Extra qualities that can be used to choose between candidates with all essential criteria	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Post-graduate degree (or its equivalent if trained prior to 1996) in clinical psychology, accredited by BPS</p> <p>Ongoing further specialist training/accredited short courses</p> <p>Supervisor training, to be a supervisor of doctoral programme clinical psychology trainees or willing to undertake training</p> <p>Registered as a practitioner psychologist with the Health Professions Council (HPC)</p>	<p>Evidence of CPD in one or more additional specialised areas of psychological practice</p> <p>Theory and practice of specialised psychological interventions (assessment and / or therapist)</p>	Certificates
EXPERIENCE	<p>Experience working as a qualified clinical psychologist (Band 7) and able to evidence appropriate knowledge and experience in practice to enable the post holder to clinically supervise trainee clinical psychologist</p>	<p>Experience of representing psychology within MDT setting (clinical and organisational contexts).</p> <p>Experience of clinical work in a setting relevant to the post.</p>	Application Form / Interview / References

	<p>Experience of working with a wide variety and severity of client groups & clinical problems, in various settings, including maintaining a high degree of professionalism in the face of highly emotive and distressing problems.</p> <p>Experience of working with a range of complex and challenging behaviours and exercising full clinical responsibility for psychological treatment.</p> <p>Experience of supervision and teaching.</p>		
SKILLS	<p>Skilled in the use of complex methods of psychological assessment, intervention and management.</p> <p>Well-developed communications skills (oral and written)</p> <p>Able to effectively communicate technical and clinically sensitive information to service users, families, carers and other professionals, within and outside NHS.</p> <p>Skills in consultation to professional and non-professional groups.</p> <p>Skills in training and supervision.</p> <p>Skills in creating and delivering presentations and</p>		<p>Application Form / Interview / References</p>

	<p>training programmes.</p> <p>Skills in neuropsychological assessment.</p>		
KNOWLEDGE	<p>Doctor level knowledge of research design and methodology, including complex multivariate data analysis.</p> <p>Knowledge of mental health legislation within specialist clinical context.</p> <p>Evidence of CPD as recommended by BPS</p>	<p>Well-developed knowledge of theory and practice of specialised psychological intervention and assessment in specialist clinical settings and service-user groups.</p>	<p>Application Form / Interview / References</p>
OTHER (Please specify)	<p>Able to identify, provide and promote appropriate support strategies to carers and staff exposed to highly distressing situations and challenging behaviours.</p> <p>Able to use multi-media materials for presentations in public, professional and academic settings.</p> <p>Ability to travel independently</p>	<p>Experience of working within a multicultural framework.</p> <p>Experience of providing specific support intervention and strategy for staff.</p>	<p>Application Form / Interview / Document Check</p>

	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:	Clinical Psychologist – Band 8a
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 behaviour	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)

In common with all clinical psychologists, receives regular practice supervision (in accordance with NSFT policy and good practice guidelines). This includes monthly supervision with an experienced Clinical Psychologist and case reviews / work related issues in regular professional meeting. Also, regular informal support structure and contact with other psychologists (including Consultant Clinical Psychologist). Annual appraisal and six monthly reviews with Consultant Clinical Psychologist.

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
Working conditions	6	Daily, regular use of computer and VDU for long periods, e.g. report writing, e-mail, work preparation, R&D activity.
	18	Work with challenging behaviours (involves permanent risk of verbal & physical aggression). In 1:1 or group sessions, direct, & immediate support minimal and alarm is raised by psychologist.
	19	
Physical effort	15	May be required to complete full prevention & management of aggression course and annual refresher (full physical intervention training). May be required to use physical intervention on wards if required, as part of clinical team.
Emotional effort	1	Reports, service user contact & case discussion routinely involves areas such as serious mental illness, self-harm & suicide, violence (including homicide), trauma & traumatic stress, abuse (child & adult), sex offending, risk assessment, bereavement.
	2	Regular discussion of service user restrictions, security issues, traumatic events, service user difficulties, which has significant potential for conflict
	4	Regular exposure to critical incidents, e.g. patient traumas, episodes of emotional distress, violent incidents, self-harm
	5	Constant provision of support & supervision to staff (all disciplines). Also provide post-incident support, critical incident stress management & debriefing for staff in Service, Trust, wider NHS & other agencies
	6	Contact with service users, staff & carers life events, e.g. family rejection, abuse, MHA detention & restrictions, illness disability
	7	Daily contact with challenging behaviour (aggression, self-harm, illness chronicity, psychological & behavioural problems) in service user. Challenges also from within staff group & organisation
Mental effort	1	Frequent requirement for intense concentration in activities. Assessment of trainee clinical psychologists & their work
	2	Responsible for clinical psychology interventions for service users / carers.
	3	Analysis of statistics as part of R&D activities, literature reviews & reading
	5	Presents specialist opinion & evidence to CPA Reviews, MRHTs, inter-agency case conferences (child protection, risk to community) and in court context.
	6	Attend many intra- & inter-agency meetings, clinical & organisational issues
	7	Carry out highly specialist & complex psychometric assessments.
	8	Responsible for specialist written reports to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court.
	9	Checks case note / clinical material, formal policy & protocol documents.
	11	Calculations required for statistical & numerical analysis aspect of R&D activity, including supervision & advice for other staff
	12	Use of clinical diagnosis & case formulation on a daily basis, may involve direct contact with service user, or as part of staff supervision and advice.
Freedom to act	1	Is self-directed and follows occupational & professional practice guidelines, on daily basis. Uses Lead Consultant Clinical Psychologist as reference guidance point where necessary
	2	No direct access to manager if engaged in work away from main service site.

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