



**NHS**

West London  
NHS Trust

# Candidate information pack

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## Welcome

Thank you for your interest in this exciting opportunity at West London NHS Trust.

This candidate pack contains all you need to apply for the post.

## About West London NHS Trust

West London NHS Trust is one of the most diverse healthcare providers in the UK, delivering a range of mental health, physical healthcare and community services commissioned locally and nationally. The Trust runs Broadmoor Hospital, one of only three high secure hospitals in the country and one of the highest profile mental healthcare settings in the world.

Our medium-secure and forensic services care for patients from across the South of England. The Trust also provides mental and physical healthcare in three London boroughs – Ealing, Hammersmith & Fulham and Hounslow. The Trust employs 3,770 staff, of which 47% are from Black and Asian Minority Ethnic (BAME) background. Our turnover in 2019/20 was £314m.

In recent years there has been a trust-wide step change in culture, performance and ambition. The Trust is now rated as ‘Good’ overall by the CQC, and the rating for our Forensic services has improved from ‘Requires improvement’ to ‘Outstanding’. Rigorous financial management has been central to our ability to deliver service improvements. The Trust has delivered consistent surpluses since 2009, totalling more than £77m. In parallel, we have also improved efficiencies by reducing length of stays and improving patient flow, with almost no out of area placements in recent years.

The Trust is an established key partner and contributor in the development of the evolving North West London Integrated Care System (ICS). The Chief Executive leads for mental health, equalities and engagement across the sector, mirroring her commitment to these issues.

In direct response to the Covid-19 crisis, and in partnership with Central and North West London NHS Foundation Trust (CNWL), the Trust set up a new psychological support service for NHS staff, residential homes, care facilities and the London Ambulance Service. [The Keeping Well service](#), received over 800 referrals in its first 9 months, 54% of which are from Black and Asian Minority Ethnic (BAME) staff.

Collaboration has been the key to our success in recent years, and the launch of Ealing Community Providers (ECP) in July 2019 exemplifies our ambition. ECP is led by West London NHS Trust and brings together 14 organisations, including NHS, Ealing Council and the voluntary sector to deliver community health and care services to local residents. The partnership even extends to a GP practice supporting care homes in Ealing. This is the Trust’s first foray into providing physical healthcare services on a large scale, alongside our traditional roots in mental healthcare.

Our staff rate us highly and in the 2020 staff survey, the Trust received the top score nationally in two categories: immediate managers and quality of care. The Trust has won national awards for its workforce programmes and link Black and Asian Minority Ethnic (BAME) staff development programmes and a new system for a fairer allocation of shifts. More recently, the Trust received an award for workforce innovation to improve staff recognition and was shortlisted for ‘Mental Health Trust of the Year’ 2020 by the Health Service Journal.

## Our Trust Values

**Togetherness:** Ensure teamwork, mutual respect and trust sit at the heart of everything we do here. Our service users and their carers are an integral part of the team

**Responsibility:** Ensure when we say we're going to do something, we do it. We don't leave it to someone else to do. Our service users are responsible for engaging in their treatment.

**Excellence:** Ensure we strive for excellence in everything we do. 'Good enough' is simply not good enough. Excellent is better. The safety of our service users and our team is our number one priority.

**Caring:** Ensure caring means more than showing compassion to our service users and each other. It's also about having a can-do attitude, stepping up and caring to be the best we can. Because we care, we give praise when it's due.

## Job Description

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<b>Post Title:</b>	Clinical Psychologist
<b>Department:</b>	Department of Clinical Health Psychology & Neuropsychology
<b>Location:</b>	Charing Cross Hospital, London
<b>Responsible to:</b>	Head of Clinical Health Psychology & Neuropsychology Department
<b>Key Relationships:</b>	Other Members of Psychology Department, members of multi-disciplinary clinical teams, members of other services involved in patient care including other mental health services
<b>Grade:</b>	Band 7

This post represents the ongoing development of our longstanding relationship the North West London regional neurosciences centre at Imperial College Healthcare NHS Trust (ICHT). The Trust's stroke service includes both a Hyperacute and Acute Stroke Unit and the psychologist is a valued member of the multidisciplinary team. The multidisciplinary team includes stroke consultants and other medical staff, nursing including clinical nurse specialists, physiotherapists, occupational therapists, speech and language therapists, and dietitians. The postholder will have a key role in developing the psychological service for the stroke wards along with experienced existing psychologists working in the stroke service. The role will include providing specialist psychological assessment and intervention, offering advice and consultation on psychological and neuropsychological aspects of stroke to other health professionals and supporting other clinical team members who provide care based on psychological theories and principles. Working autonomously, the post holder will follow professional guidelines and work within the overall framework of the policies and procedures of both the Clinical Health Psychology and Neuropsychology service and ICHT. The post holder will be encouraged to participate in audit and research projects. The post holder will also be supported to develop skills in the professional teaching, training and supervision of other psychologists and allied health professionals.

### Key Result Areas & Performance

#### **Clinical:**

1. To provide specialist neuropsychological assessments of inpatients and outpatients with acute neurological conditions i.e. stroke and 'functional' neurological presentations. These assessments are based on the appropriate use, interpretation and integration of complex data from a variety of sources including neuropsychological tests, medical records, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with patients, family members, and others involved in the patient's care. Neuropsychological assessments will, at times, need to be conducted using interpreters.
2. On the basis of comprehensive neuropsychological assessment provide detailed interpretation and formulation within written reports to guide diagnosis and management of neurological conditions.

3. Develop, carry out or monitor management of neuropsychological interventions for patients with neurological disorders in conjunction with ward staff and/or other health professionals and to provide advice to patients, and their families or carers when appropriate, regarding managing neuropsychological difficulties.
  
4. To formulate and implement plans for psychological intervention for a patient's psychological difficulties and/or management of physical health problem based upon an appropriate conceptual framework of the patient's problems, and employing methods based upon evidence of efficacy, in inpatient and outpatient settings. Psychological interventions will, at times, need to be conducted using interpreters.
  
5. To be responsible for implementing a range of psychological interventions for individuals, carers, families and groups, within and across teams employed individually and in synthesis, adjusting and refining psychological formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.
  
6. To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and developmental processes that have shaped the individual, family or group.
  
7. To provide specialist psychological advice, guidance and consultation to other health professionals contributing directly to patients' formulation, diagnosis and treatment plan.
  
8. To contribute directly and indirectly to a psychologically based framework of understanding and care to the benefit of all patients within particular medical and surgical specialties within the Imperial College Healthcare NHS Trust.
  
9. To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of patients and to monitor progress during the course of both uni- and multi-disciplinary care.
  
10. To provide expertise, advice and support to facilitate the effective and appropriate provision of neuropsychological and psychological care by staff.

11. To undertake risk assessment and risk management for individual patients and to provide advice to other health professions on psychological aspects of risk assessment and risk management.
12. To undertake assessment of capacity for informed decision making for individual patients and to provide advice to other health professions on psychological aspects of capacity assessment and appropriate means of enabling patients with reduced capacity to engage in informed decision making.
13. To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of patients and to monitor progress during the course of both uni- and multi-disciplinary care.

**Teaching, training, and supervision:**

1. To receive regular clinical professional supervision from a senior clinical psychologist and, where appropriate, other senior professional colleagues.
2. To develop skills in the area of professional post-graduate teaching, training and supervision and to provide supervision to other MDT staff's psychological work as appropriate.
3. To contribute to the pre- and post-qualification teaching of clinical psychology, as appropriate.
4. To provide advice and consultation to medical, nursing, therapy and other staff working with patients with a range of neurological and physical health problems across a range of agencies and settings, where appropriate.
5. To provide formal teaching and training sessions on psychological aspects of physical health problems and psychological care of patients to a broad range of other health professionals and patients, relatives and carers.

**Research and Service Evaluation:**

1. To utilise theory, evidence-based literature and research to support evidence based practice in individual work and work with other team members.
2. To undertake appropriate service-related research and provide research advice to other health professionals undertaking research when appropriate.
3. To undertake project management, including complex audit and service evaluation to help develop service provision.
4. To contribute to the development, evaluation and monitoring of the teams' operational policies and services in line with the NSFs for Long Term Conditions and Stroke, through the deployment of professional skills in research, service evaluation and audit.
5. To advise both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing.
6. To provide timely and accurate activity reports and data.

**Workforce:**

1. To manage the workloads of Assistant Psychologists or other members of the MDT, within the framework of the team/service's policies and procedures.

**Partnerships: Communications and Relationships:**

1. To maintain and develop effective professional working relationships with senior management within each service level agreement.
2. To communicate in a skilled and sensitive manner at all times through all interventions with patients and staff.
3. Establish forums to allow patients and staff to provide feedback on the effective management and operation of the services to continually review best practice.

**General:**

1. The post-holder may be exposed to clinical material that contains distressing information. Dealing with such issues requires significant personal resources and emotional effort.
2. Sessions will usually be undertaken on the hospital sites. The post-holder will be required from time to time to undertake their work in other settings including other hospital and community sites.
3. To contribute to the development and maintenance of high professional 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. To contribute to the development and articulation of best practice in psychology across the service by maintaining an active engagement with current developments in the field of clinical psychology and related disciplines.
5. To maintain 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.
6. To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.

**Health and Wellbeing**

- i. Physical skills – the post holder will be expected to manage a demanding working day, whereby they will be meeting several clients and families on a daily basis alongside on-going liaison with internal and external professionals. The post holder will need to be familiar with and comfortable with using computer technology.
- ii. Emotional and mental demands – the post holder will need to manage difficult and emotional encounters with clients, families and carers. Due to the nature of this therapeutic work, there will be experiences of hearing difficult and at times distressing information, the post holder

will be expected to consider their self-care and utilise their clinical and line managerial supervision in an effective manner.

- iii. Environment and working conditions – the post holder will be based within an acute hospital setting but may be expected to work at other sites, if appropriate. The post holder will be expected to manage and support situations whereby there is verbal/physical aggression, they will be supported by mandatory training to address these needs alongside clinical and line managerial supervision and adherence to the Trust policies.

## Person Specification

	Essential	Desirable
Qualifications and Training	<p>Post-graduate doctoral level training in clinical psychology, or its equivalent, leading to eligibility for Chartered Status by the British Psychological Society.</p> <p>Registration with the Health and Care Professions Council</p>	
Experience	Experience of the application of clinical psychology assessment and intervention with patients with neurological conditions.	Experience of representing psychology within the context of multi-disciplinary physical healthcare.
Knowledge	<p>Doctoral level knowledge of clinical psychology including highly developed knowledge of lifespan developmental psychology, models of psychopathology, clinical psychometrics and neuropsychology.</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 the theory and practice of specialised psychological therapies for patients with physical health problems.</p> <p>High-level knowledge of the theory and practice of at least two specialised psychological therapies.</p>
Other	Ability to teach and train others, using a variety of complex multi-media materials suitable for presentations within public, professional and academic settings.	Experience of working within a multicultural framework.

## How to Apply

Applications should be made via TRAC

**Closing date:** 21<sup>st</sup> April 2024

**Interview date:** TBC

For more information, visit or an informal chat please contact: Stephen Gunning, Head of Clinical Health Psychology and Neuropsychology department, on 020 8383 0689 or [stephen.gunning@nhs.net](mailto:stephen.gunning@nhs.net)

## General Information

Main terms and conditions

<b>Post Title:</b>	Clinical Psychologist
<b>Department:</b>	Department of Clinical Health Psychology & Neuropsychology
<b>Responsible to:</b>	Head of Clinical Health Psychology & Neuropsychology Department
<b>Key Relationships:</b>	Other Members of Psychology Department, members of multi-disciplinary clinical teams, members of other services involved in patient care including other mental health services
<b>Grade:</b>	Band 7

### 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 post holder on a regular basis. You may be required to work at other locations within the Trust as determined by the duties of your post. You may be required to undertake any other duties at the request of the line manager which are commensurate with the role, including project work, internal job rotation and absence cover.

### General

- The post holder may be required to work at any of the Trust's sites in line with the service needs.
- The post holder must at all times carry out his/her responsibilities with due regard to the Trust's Equal Opportunities Policy.
- This job description describes responsibilities, as they are currently required. It is anticipated duties will change over time and the job description may need to be reviewed in the future.
- All staff has a responsibility to participate in the Trust's Performance Appraisal Scheme and to contribute to their own development and the development of any staff that they are responsible for appraising.

### Confidentiality

The post holder must ensure that personal information for patients, members of staff and all other individuals is accurate, up-to-date, kept secure and confidential at all times in compliance with the Data Protection Act 1998, the Caldicott principles and the common law duty of confidentiality. The post holder must follow the record keeping guidelines established by the Trust to ensure compliance with the Freedom of Information Act 2000.

### Data Protection Act

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

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

All staff has an obligation to ensure that care 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 Data Protection Act.

### **Continuous Improvement**

The Trust has adopted a strategy for Continuous Improvement and all members of staff employed by the Trust are expected to play an active role in development and improving services to the benefit of service users.

All employees are required to participate in the annual Personal Development Review activities and any associated training and/or learning opportunities.

### **Systems and IT skills requirements**

All Trust staff needs to have the essential IT skills in order to use the Trust Clinical Information System as well as other required IT related applications in their jobs. Initial and on-going IT applications and IT skills training will be provided to underpin this requirement.

### **Health & safety**

All staff must comply with all Trust Health & Safety Policies and Procedures. Staff 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.

Employees must contribute to a healthy and safe working environment by adhering to health and safety regulations and Trust policies. Employees must act in a responsible manner to ensure the care of their own health and safety and that of others who may be affected by their omissions at work.

Employees must co-operate with the employer insofar as is necessary to enable Health and Safety duties or requirements to be performed and complied with. Employees must not intentionally or recklessly interfere with, or misuse anything that is provided in the interest of the health, safety and welfare of staff, patients and the general public.

### **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.

### **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 has 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 receives appropriate training that a local risk register is developed and monitored on a quarterly basis and any changes reported to the Clinical Risk Management Group and Strategic Risk Management 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 Risk Management Group and Strategic Risk Management Committee if resolution has not been satisfactorily achieved.

### **Infection Control**

All Trust staff are responsible for protecting themselves and others against infection risks. All staff regardless of whether clinical or not are expected to comply with current infection control policies and procedures and to report any problems with regard to this to their managers. All staff undertaking patient care activities must attend infection control training and updates as required by the Trust.

### **Financial Regulations**

All staff are responsible for the security of the property of the Trust, avoiding loss or damage of property, and being economical and efficient in the use of resources. Staff should conform to the requirements of the Standing Orders, Standing Financial Instructions or other financial procedures including the Code of Conduct and Accountability and the Fraud and Corruption Policy.

### **Safeguarding & Duty of Candour**

All staff must be familiar with and adhere to the Trust's safeguarding procedures and guidelines.

All Trust staff have a Duty of Candour to inform their line manager as soon as practicable, when they believe or suspect that treatment or care it provided has caused death or serious injury to a patient. It is a criminal offence for any registered medical practitioner, or nurse or allied health professional or director of an authorised or registered healthcare organisation to knowingly obstruct another in the performance of these statutory duties, provide information to a patient or nearest relative with the intent to mislead them about such an incident or dishonestly make an untruthful statement to a commissioner or regulator, knowing or believing that they are likely to rely on the statement in the performance of their duties.

### **Standards of Business Conduct**

The post holder will be required to comply with the Trust's Standing Orders and Standing Financial Instructions and, at all times, deal honestly with the Trust, with colleagues and all those who have dealing with the Trust including patients, relatives and suppliers.

### **Valuing Diversity & Human Rights**

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.

All employees have responsibility to ensure their practice adheres with both legislation and policies. West London Mental Health Trust and its staff have legal duties under the Human Rights Act 1998. All public authorities have a legal duty to uphold and promote human rights in everything they do. It is unlawful for a public authority to perform any act which constitutes discrimination.

### **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.

### **Waste disposal**

All staff must ensure that waste produced within the Trust is segregated and 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 Trust policy