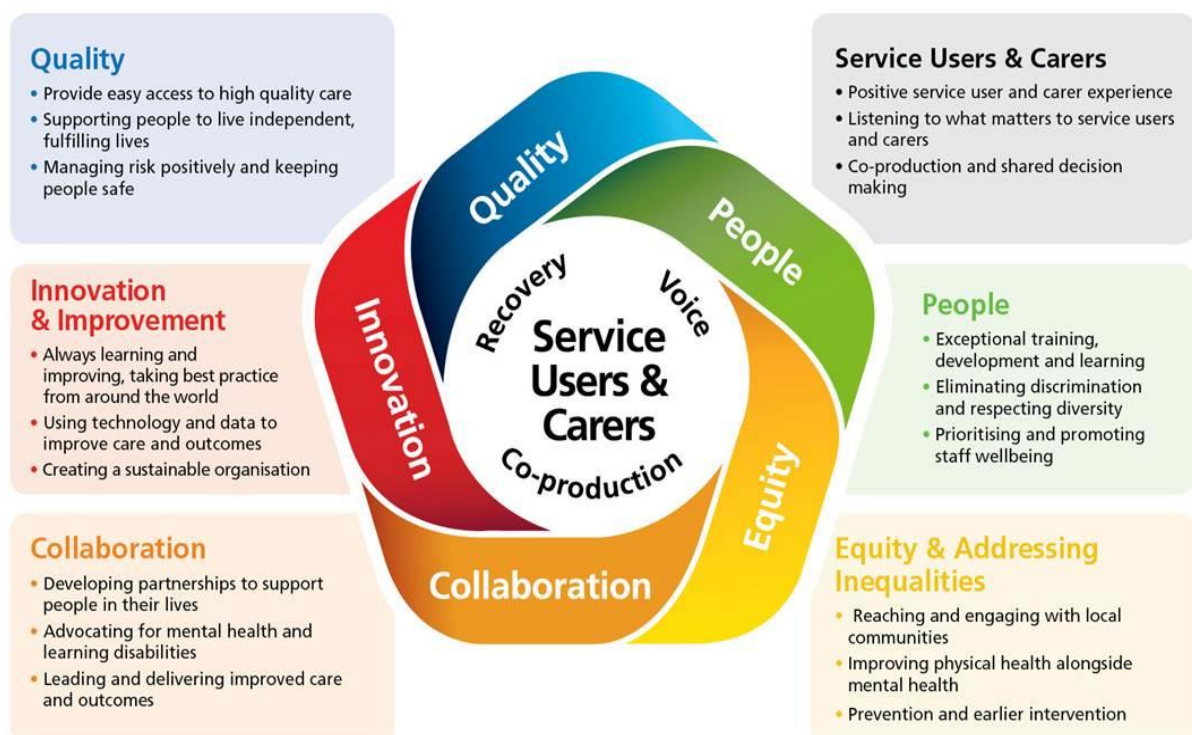


## HERTFORDSHIRE PARTNERSHIP UNIVERSITY NHS FOUNDATION TRUST

### JOB DESCRIPTION

<b>Job Title:</b>	Psychological Therapist / DBT Therapist
<b>Grade/Band:</b>	7
<b>Department:</b>	E&SE ACMHS – Planned Services SBU
<b>Responsible to:</b>	Consultant Clinical Psychologist/Professional Lead
<b>Accountable to:</b>	Hub/CMHT Team Manager
<b>Base:</b>	Oxford House, London Road, Bishops Stortford, CM23 3LB



## **Hertfordshire Partnerships University Foundation Trust**

- Hertfordshire Partnership University NHS Foundation Trust (HPFT) is an exceptional organisation with big ambitions, our aim is to be the leading provider of mental health and specialist learning disability services in the country.
- With a workforce of around 3,500 people and an annual income of some £330million this year, the Trust provides integrated health and social care services through a network of community and inpatient settings, serving diverse communities across Buckinghamshire, Essex, Hertfordshire and Norfolk. As a university NHS foundation trust, HPFT continues to develop strong links with the University of Hertfordshire, providing excellent learning and development opportunities, as well as strengthening our clinical research capability.
- Whilst it is a challenging period for the NHS, there has never been a more exciting time to join HPFT following our CQC rating of Outstanding awarded to us in April 2019. We are on our “Good to Great” journey as we continue to innovate, improve, transform and ultimately deliver the very highest standards of care to the service users and communities that we serve.

### **Our Services**

We provide mental health and social care services - including Adults of Working Age, Older Adults, Children and Adolescents and Specialist Learning Disabilities services.

The Trust works in close partnership with Hertfordshire County Council and also with other NHS organisations to promote and support mental health in the community. We also provide specialist learning disability services in Norfolk and North Essex.

The Trust provides:

- Community Services including local teams for mental health.
- Acute and Rehabilitation Services including inpatient services and crisis team.
- Specialist Services such as mental health services for older people, eating disorders, and our mother and baby unit.
- Learning Disability and Forensic Services

### **Our Mission**

We help people of all ages live their lives to their full potential by supporting them to keep mentally and physically well.

Everything we do is aimed at providing consistently high quality, joined up care, support and treatment that:

- Empowers individuals to manage their mental and physical wellbeing.
- Keeps people safe from avoidable harm.
- Is effective and ensures the very best clinical and individual recovery outcomes.
- Provides the best possible experience.

## Our Vision

Our conversations with service users, carers, staff, commissioners and the wider communities we serve have informed a simple but ambitious vision:

***“Delivering great care, achieving great outcomes - together”.***

We will achieve our vision by:

- Putting the people who need our care, support and treatment at the heart of everything we do - always.
- Consistently achieving the outcomes that matter to the individuals who use our services, and their families and carers, by working in partnership with them and others who support them.
- Providing the very best experience of joined-up care in line with what service users and carers have told us makes 'Great Care'.

## Values and Behaviours

Our values and behaviours have been developed by over 800 service users, carers and members of staff. They describe how we aim to be with service users, carers and each other. By living our values, we will deliver our ambition to be a leading provider for everyone we work with.

	<i>we are...</i>	<i>you feel...</i>
Our Values	<b>Welcoming</b>	✔ Valued as an individual
	<b>Kind</b>	✔ Cared for
	<b>Positive</b>	✔ Supported and included
	<b>Respectful</b>	✔ Listened to and heard
	<b>Professional</b>	✔ Safe and confident

### Our values set the tone for:

- The way we plan and make decisions.
- The way we behave with service users and each other.
- The kind of colleagues we recruit.
- The way we induct, appraise and develop our staff

### Job Summary:

- The post-holder will provide specialist psychological assessment and treatment to clients with a diagnosis of personality disorder within the

service.

- The post-holder will provide specialist support, guidance and consultation on clients' psychological care to non-psychological therapist colleagues and to other, non-professional carers within community mental health services, primary care and other agencies.
- The post-holder will work closely with the local and quadrant-wide psychological therapy teams, as well as a range of other psychological therapy colleagues within the service setting.
- Act as a resource on positive risk-taking and the management of people with personality disorder, for staff within the community hubs
- The post-holder will work autonomously within professional guidelines and the overall framework of the team's policies and procedures.
- The post-holder will utilise research skills, on a regular basis, for audit, teaching, policy and service development and research within the area served by the team/service.

All staff should comply with the Trust's Anti-Discriminatory Statement, Employee Charter, Trust Policies and Procedures, Code of Conduct and Equality and Diversity.

### **Key Relationships:**

Liaises with:

Local Designated Quadrant Lead / Consultant Clinical Psychologist Local Bands 8B, 8A Clinical / Counselling Psychologists

Other Local & SBU Psychological Therapists

Other staff working in Psychologically informed ways Team Leader

Consultant Psychiatrists Junior Doctors

Social Workers

CPNs

OTs

Other Managers and Clinical Staff

- To have good working relationships with multi-disciplinary colleagues in the community mental health team setting
- To maintain close working relationships with psychological therapy colleagues both locally and quadrant-wide
- To promote and maintain good working relationships with colleagues in the local Hub and beyond and with GPs and other stakeholders in the service.
- To promote and maintain good working relationships with clients, their families, carers and other external agencies.

### **Duties and Responsibilities:**

- You will work closely with both psychological therapies staff and other non-psychological therapy colleagues.
- You will work autonomously within professional guidelines and the overall

- framework of the team's policies and procedures.
- You will utilise research skills for audit, teaching, policy and service development and research within the area served by the team/service.
- You will provide specialist psychological assessment and treatment including a range of evidence-based group and individual psychological interventions.
- You will provide specialist support, guidance, and consultation relevant to personality disorders on clients' psychological care to other multi-disciplinary professionals.

## **Clinical Responsibility**

- To provide specialist psychological assessments of clients referred to the team based upon the appropriate use, interpretation and integration of complex data from a variety of sources including psychological tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with clients, family members and others involved in the client's care.
- To formulate and implement plans for the formal psychological treatment and/or management of a client's mental health problems, based upon an appropriate conceptual framework of the client's problems, and employing methods based upon evidence of efficacy, across the full range of care settings.
- To be responsible for implementing psychological interventions from within your area of specialty for individuals, carers, families, and groups, within and across teams employed individually and in synthesis, adjusting and refining the psychological formulation according to the evolving clinical scenario.
- To evaluate and make decisions about treatment options considering both theoretical and therapeutic models and highly complex factors concerning historical and developmental processes that have shaped the individual, family or group.
- To exercise autonomous professional responsibility for the assessment, treatment and discharge of clients whose problems are managed by psychologically based standard care plans.
- To provide specialist psychological advice, guidance and consultation to other professionals contributing directly to clients' formulation, diagnosis, and treatment plan
- To contribute directly and indirectly to a psychologically based framework of understanding and care to the benefit of all clients of the service, across all settings and agencies serving the client group
- 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.

- To act as care coordinator, where appropriate, taking responsibility for initiating planning and review of care plans under enhanced CPA including clients, their carers, referring agents and others involved the network of care.

### **Leadership and Staff Management Responsibility**

- To receive regular clinical professional supervision from more senior and appropriately qualified staff in the service.
- To develop skills in professional post-graduate teaching, training and supervision and to provide supervision to other MDT staff's psychological work, as appropriate.
- To provide professional and clinical supervision of relevant staff, and, as appropriate, to contribute to the supervision of individual cases.
- To contribute to the pre- and post-qualification teaching of trainee therapists as appropriate.
- To provide advice, consultation and training to staff working with the client group across a range of agencies and settings, where appropriate.
- To undergo and maintain up-to-date Trust mandatory training requirements.

### **Financial Responsibility**

- To ensure that resources are appropriately and efficiently utilised within the service.
- To check equipment and report equipment failures to line management as appropriate
- To work within HPFT financial policies, procedures, and budgets

### **Service Development and Improvement**

- To contribute to the development, evaluation and monitoring of the team's operational policies and services, through the deployment of professional skills in research, service evaluation and audit
- To advise both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing.
- To manage the workloads of more junior psychological therapists as well as other staff working in psychologically informed ways, within the framework of the team/service's policies and procedures

- To be involved, as appropriate, in the short-listing and interviewing of psychological therapists.

## **Communications**

- To communicate effectively and skilfully with a wide range of people in a formal and informal manner and in verbal and written format consistent with their level of understanding, culture, and background to explore complex issues and make complex decisions.
- To be empathetic and reassuring when communicating highly sensitive and complex information and advice to clients, carers and relatives where there may be significant barriers to understanding. This might involve communicating with highly distressed clients and relatives who may present with challenging and hostile behaviour.
- To communicate effectively and skilfully with other professionals in the Service, other colleagues within or outside the Trust, statutory and non-statutory agencies/partners relevant to the client's care and management (including for the purposes of safeguarding and liaison).

## **Additional Information:**

**The following statement forms part of all job descriptions: -**

### **Health and Safety**

The post holder has a duty of care to themselves and to others with whom they come into contact in the course of their work as laid down in the Health and Safety at Work Act 1974 and any subsequent amendment or legislation.

### **Infection Control**

All Trust staff will:

Act as a role model and champion for the highest standard of all aspects of infection prevention and control and implementation of all Infection Prevention and Control Trust policies and guidelines.

Demonstrate respect for the roles and endeavours of others, in implementing good standards of hand hygiene.

Value and recognise the ideas and contributions of colleagues in their endeavours to reduce the incidence of healthcare associated infection.

### **Equality and Diversity**

Hertfordshire Partnership University NHS Foundation Trust is committed to providing an environment where all staff, service users and carers enjoy equality of access, provision, opportunity and outcomes.

The Trust works to eliminate all forms of discrimination and recognise that this requires, not only a commitment to remove discrimination, but also action through positive policies to redress inequalities.

Providing equality of opportunity means understanding and appreciating the diversity of our staff, service users & carers and ensuring a supportive environment free from harassment. As a result, Hertfordshire Partnership University NHS Foundation Trust actively encourages its staff to challenge discrimination and promote equality of opportunity for all.

## **Confidentiality**

Employees must maintain confidentiality of staff, patients and Trust business and have a responsibility to comply with the General Data Protection Regulations (GDPR) 2018 and be aware of the Caldicott principles. If you are required to process information, you should do so in a fair and lawful way, ensuring accuracy is maintained. You should hold information only for the specific registered purpose and not use or disclose it in any way incompatible with such a purpose. You should disclose information only to authorised persons or organisations as instructed. Breaches of confidentiality in relation to information will result in disciplinary action, which may include dismissal. Employees are expected to comply with all Trust policies and procedures and to work in accordance with the General Data Protection Regulations (GDPR) 2018. For those posts where there is management or supervision of other staff it is the responsibility of that employee to ensure that their staff receive appropriate training.

## **Standards of Business Conduct and Conflicts of Interest**

The Trust has adopted a Standards of Conduct Policy, which reflects NHS Management Executive Guidelines. It is the responsibility of all staff to ensure that they act as a role model, by upholding the principle of a leading mental Trust. Staff should be informing their line manager if they are working for any other organisation to ensure that this Trust complies with the Working Time Regulations.

## **Information and Records Management**

The post holder must be competent in using IT and have the relevant skills to carry out the activities required for the post.

To comply with the Data Protection Act 1998, Freedom of Information Act 2000 and Department of Health Code of Confidentiality in line with Trust procedures.

To adhere to the Trust's policies on records management including creation, use, storing and retention and disposal of records.

Adhere to the Trust's Corporate Identity (using the standard templates – available on the Trust intranet 'HIVE').

## **Safeguarding Adults and Children**

The Trust is committed to ensuring adults and children are protected and come to no harm from abuse. All employees have a responsibility to be aware of national and local policies, their individual responsibilities with regards to the protection and safeguarding of both adults and children and must adhere to them at all times.



## **Organisational Change**

As services develop and change, the post holder may be required to undertake other responsibilities within the Trust.

## **Flexible Working**

The Trust believes that its staff members are its most valuable asset and is committed to attracting and retaining the very best and utilising all the talent and experience available. The Trust recognises the importance of helping its employees balance their work and home life by offering flexible working arrangements that enable them to balance their working life with other priorities, including parental and other caring responsibilities, life-long learning, charity work, leisure activities and other interests.

## **Health and Safety**

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

## **Review:**

This job description is an outline, which reflects the present requirements of the post and is not intended to be an inflexible or finite list of duties and responsibilities. As these duties and responsibilities change and develop the job description will be amended from time to time in consultation with the post holder.



## PERSON SPECIFICATION

Job Title: Psychological Therapist – Personality Disorders

Department: NW ACMHS

Date last reviewed: 17-12-2019.

CRITERIA	ESSENTIAL	DESIRABLE
<p><b>QUALIFICATIONS/EDUCATION/TRAINING</b></p> <p>Qualification and continuing registration in one of the core mental health professions, nursing, clinical or counselling psychology, social work or occupational therapy.</p> <p>Continuing registration with body overseeing practice of core mental health profession e.g. NMC or HCPC.</p> <p>Intensive training in DBT OR commitment to complete of DBT Intensive Training and commitment to achieve DBT Accreditation when this becomes available, if possible, through the PG Diploma in DBT. Continuing registration with body overseeing practice of core mental health profession, e.g., NMC or HCPC</p>	A/I/T	A/I/T
<p><b>PREVIOUS EXPERIENCE</b></p> <p>Experience of specialist psychological assessment and treatment of clients across a full range of care settings, including outpatient, community, adult mental health and in patient settings.</p> <p>Experience of working with a wide variety of client groups including adults with personality disorders. Experience across the whole life span presenting problems that reflect the full range of clinical severity including maintaining a high degree of professionalism in the face of highly emotive and distressing problems, verbal abuse and the threat of physical abuse.</p> <p>Knowledge of whole life span development and the impact on emotional, psychological and mental well-being.</p> <p>Experience of multi-disciplinary team working and inter-agency collaboration.</p>	A/I/T	A/I/T

<p>Ability to provide consultation to other professional and non-professional groups.</p> <p>Ability to teach and train others, using a variety of complex multi-media materials, suitable for presentations within public, professional and academic settings.</p> <p>Ability to take the appropriate action to address any issues or risks.</p> <p>Awareness of Child and Adult Safeguarding Procedures.</p> <p>Awareness of current NHS initiatives and Developments.</p> <p>Knowledge of legislation and the national agenda in relation to Adult Mental Health.</p> <p>Knowledge and awareness of specific clinical practices and issues relating to clients with mental health problems.</p> <p>Ability to work autonomously as well as part of a team.</p> <p>Experience of service quality monitoring e.g., clinical audit, evaluative research, etc.</p> <p>Experience of teaching, training and/or offering supervision.</p>		
<p><b>SKILLS/KNOWLEDGE/ABILITY</b></p> <p><b>As per KSF outline</b></p> <p><b>COMMUNICATION SKILLS</b></p> <p>Excellent interpersonal and communication skills.</p> <p>Ability to communicate orally and in writing, complex, highly technical and/ or clinically. sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS.</p> <p>Ability to work and communicate therapeutically with clients and their families consistent with their level of understanding, culture, background and preferred ways of communicating.</p> <p>Ability to work and communicate as a responsible participating member of a multi-disciplinary team and the ability to respect and value other members' contributions and to encourage participation of all involved.</p>	A/I/T	A/I/T

<p>Ability to keep accurate and complete records of activities and communications consistent with legislation, policies and procedures.</p> <p>Ability to alert line manager / team when direction, policies and strategies are adversely affecting users of services or the public.</p> <p>Ability to time manage effectively and to work under pressure and to prioritise a clinical workload.</p> <p><b>ANALYTICAL SKILLS</b></p> <p>Positive problem-solving approach.</p> <p>Ability to critically evaluate and review developments made by others to determine if and how they could be applied within own area of work.</p> <p><b>PHYSICAL SKILLS</b></p> <p>IT Skills; including the use of Microsoft Office and Outlook, entering data onto electronic patient records.</p> <p>Able to move around bases and offices, as required, using suitable mode of transport.</p> <p><b>MENTAL EFFORT</b></p> <p>Regular requirement to concentration, frequency, and consequences of interruptions.</p> <p><b>EMOTIONAL EFFORT</b></p> <p>Regular requirement to deal with distressing or emotionally charged situations.</p>		
<p><b>ADDITIONAL INFORMATION</b></p> <p><b>Values/Motivational/Personal Qualities/Diversity</b></p> <ul style="list-style-type: none"> <li>• Welcoming</li> <li>• Kind</li> <li>• Positive</li> <li>• Respectful</li> <li>• Professional</li> </ul>	A/I/T	A/I/T

A- Application Form

I – Interview

T – Test

# Our values

Welcoming Kind Positive Respectful Professional



Template: July 2023