

# Specialist Clinician: job description and person specification

**JOB TITLE:** Specialist Clinician and Supervisor, Mental Health Support Team (MHST) in Schools.

**GRADE:** Band 7

**HOURS:** 37.5 hours (Full time)

**DURATION:** Permanent

**LOCATION:** OpenMinded South Camden, Amphil Square (NW1 1DR) or North Camden, Tavistock Centre (NW3 5BA)

**RESPONSIBLE TO:** MHST Manager and Specialist Service Manager

**ACCOUNTABLE TO:** Chief Clinical Officer

## Overview and main duties of the post

The post holder will join the Mental Health Support Team in Schools (MHST). This is an early intervention service that provides high quality support to children, young people, and families, presenting with mild – moderate concerns. Support to schools includes advice and sign posting, consultation, delivering brief evidence-based interventions through universal (e.g. whole school approach), targeted (e.g. class or small group intervention) and individual one to one therapeutic support.

A key remit of Camden MHST is helping schools develop their whole school approach to mental health. Our work endeavours to join with schools in the promotion of a positive ethos and culture surrounding the social, emotional, and mental health of the entire school community.

Camden MHST is a well-established, highly regarded innovative team. We have a stable staff group that is cohesive, collaborative and supportive. We currently have over 20 staff within our multi-disciplinary team. The MHST works closely with the wider Child and Adolescent Mental Health Services delivering high quality care to the local population of 0 – 18 years old.

The role of Specialist Clinician and Supervisor includes consultation, assessment, therapy/intervention, supervision as well as service development, evaluation and training. You will be the senior MHST link to a patch of primary and secondary schools. Each school also has a linked School Practitioner. You will take a lead role in developing relationships with the school community, supporting the Designated Mental Health Lead with their Whole School Approach as well as providing advice, sign-posting and consultation relating to new requests for involvement.

All MHST Specialist Clinicians and supervisors have their own caseload befitting to their professional training and experience. You will also be involved in service development projects. Your career professional development will be taken seriously with robust supervisory support and training available.

Another key aspect to your role will be providing clinical supervision to band 4, 5 or 6 School Practitioners through individual and group supervision.

This will be a community-based post, with most of the work taking place in school settings or other community settings. The post holder must be able to work collaboratively with other members of the team, staff from other teams as well as with our allied partners across education, health, social care and the charity sector.

## Main duties of the post

### Clinical

1. The post holder will hold their own caseload within the team including risk management and clinical governance
2. Delivering individual, group and whole class interventions
3. Undertake comprehensive clinical assessments of service users and offer skilled treatment or therapy using appropriate therapeutic modalities
4. To ensure, where appropriate, agreed standardised assessment questionnaires are completed with clients as per team protocol and to systematically collect data on caseload as required by the team lead/manager
5. Formulation of care plans for service user
6. To formulate specialised programmes for the formal psychological treatment and/or management of a service user's psycho-social difficulties taking into account multiple theoretical differences and employing methods based upon evidence of efficacy
7. Provide clinical supervision to MHST school practitioners and trainees
8. Provide consultation to Schools/GP's/Local Authorities as required
9. Consultation to the cross sector stakeholders
10. Take delegated responsibility for service as well as school/community related projects and initiatives
11. Work with the MHST Managers and Specialist Service Managers on intake and referral coordination
12. Engage with the internal and external network as appropriate
13. Participate in Multi Disciplinary Team activities
14. To undertake risk assessment and risk management for relevant individual service users and to provide both general and specialist advice for other professionals on aspects of risk assessment, management and safeguarding
15. Safeguarding responsibilities
16. Make referrals as appropriate to other providers

17. To maintain a high standard of clinical records, preparing reports for internal use and for external agencies as required and maintaining good communications with referrers and other professionals involved
18. To communicate in a skilled and sensitive manner
19. To keep up to date with knowledge of legislation, national and local policies and issues of relevance to the service and client group
20. To undertake any such other duties and responsibilities appropriate to the grade of the post as agreed by the Team Manager
21. Attendance at Team Meetings
22. Autonomous working

### **Leadership**

1. Supervise trainee clinicians and school practitioners (Band 4-6)
2. Capacity building of workforce
3. Participate in recruitment for junior staff
4. Take delegated responsibility for junior staff management
5. Personal duty of care in relation to equipment and resources

### **Service Development**

1. Project work
2. Quality Improvement projects as instructed by team manager
3. Engaging with new service initiatives
4. Delegated responsibility to participate in Department or Trust wide Initiatives

### **Research**

1. Participate in research projects as required

### **Other general information**

1. May be exposed to some verbal or physical aggression dependent on nature of client population
2. Some light physical effort required during course of working day\*\*/frequent sitting or standing in a restricted position for extended periods of time during clinical
3. Personal duty of care in relation to resources used in course of clinical work

This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties which fall within the grade of the job, in discussion with the Team Manager / Service Manager.

This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.

## Working environment

- May be exposed to some verbal or physical aggression dependent on nature of client population
- Some light physical effort required during course of working day\*\*/frequent sitting or standing in a restricted position for extended periods of time during clinical assessments/treatments

## Our commitment to equality, diversity and inclusion

The Tavistock and Portman NHS Foundation Trust is committed to equality, diversity and inclusion. We are particularly keen to attract candidates from underrepresented backgrounds to better meet the needs of the service users and students that we serve. The Trust aims to ensure that all job applicants, employees or clients are treated fairly and valued equally regardless of sex, marriage or civil partnership, pregnancy and maternity, domestic circumstances, age, race, colour, disablement, ethnic or national origin, social background or employment status, sexual orientation, religion, beliefs, HIV status, gender identity, political affiliation or trade union membership. Selection for training and development and promotion will be on the basis of the individual's ability to meet the requirements for the job. You are responsible for ensuring that the Trust's policies, procedures and obligation in respect of promoting equality and diversity are adhered to in relation to both staff and services.

## Mission and values

The Tavistock and Portman is caring, compassionate and committed co-creating the care and training we offer. We are passionate about the quality of our work and committed to openness, the use of evidence and the application of improvement science. We value all our staff, are concerned for their wellbeing, and seek to foster leadership, innovation and excellence in our workforce. We embrace diversity in our workforce and work to make our services and training as accessible as possible. We have made a firm commitment to being and anti-racist, anti-homophobic and anti- transphobic organisation. We work with others, in the UK and internationally, who share our values and can enable us to achieve our mission.

## Clinical and research governance

The post-holder must adhere to the trust's clinical and research governance guidelines, which includes being responsible for keeping up-to-date and accurate clinical records. All research must be undertaken in line with the national Research Governance framework, and the post-holder should seek guidance from the Trust research directorate before embarking on any research project.

## Continuing professional development

The post-holder will be invited to an annual appraisal, which will include the formulation of a professional development plan and specific details of continuing professional development in relation to the tasks of the post and its development over time.

## Professional registration

If you are employed in an area of work which requires membership of a professional body in order to practice, 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.

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

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.

Throughout your employment with the Foundation 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.

## Mandatory training

The post-holder will be required to attend statutory and mandatory training events as set out in the Trust's staff training policy, which includes attendance at induction and ongoing training in fire safety, health and safety, infection control, risk management, safeguarding children and participation in appraisal.

## Policies and procedures

The post-holder will be required adhere to all Trust-wide policies and procedures, including: equal opportunities, risk management, health and safety, safeguarding, confidentiality and compliance with the Data Protection Act. The Trust is committed to promoting equality and diversity in employment and in the services it provides.

## Confidentiality

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

## Code of conduct

As an employee of the Trust you are expected to comply with the code of conduct for employees at all times, and any breach of it whilst in practice will be investigated by the Trust.

## Risk management

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

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

## Safeguarding

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff are expected to implement the Trusts' safeguarding policies and procedures, act promptly on concern, communicate effectively and share information appropriately.

## Emergency planning

In accordance with the organisations responsibilities under the Civil Contingencies Act 2004, you may be required to undertake alternative duties as is reasonable directed at alternative locations in the event of and for the duration of a significant internal incident, major incident or pandemic.

## Job planning

The Trust is moving towards the requirement for every patient facing role to be supported by a job plan. Either A) an indicative job plan for this post is attached. B) This post is in scope for such a job plan in future and the post holder will be required to participate in that process in accordance with the Trust's job planning policy or C) at the time of writing this post is not in scope for the development of a job plan however we reserve the right to review this requirement going forward.

**This job description is subject to annual review in consultation with the post- holder.**

## General information

<b>Hours of duty:</b>	37.5 hours per week
<b>Annual leave:</b> increases	27 days per year pro rata – minimum (this depending on length of NHS service)
<b>Terms and conditions:</b> the	In accordance with the terms and conditions of Tavistock and Portman NHS Foundation Trust

**We are an equal opportunities employer**

# Specialist Clinician: person specification

**Team: Specialist Clinician and Supervisor (Mental Health Support Team in Schools)**

**Grade: Band 7**

Attribute/skills	ESSENTIAL	DESIRABLE	APPLICATION STAGE
<b>QUALIFICATIONS</b>	<p>Degree level as a minimum plus developed specialist and practical knowledge equating to postgraduate degree/ Masters level</p> <p>Registration with HCPC or relevant body as a Clinical Psychologist, Educational Psychologist, Counselling Psychologist, Social Worker, Nurse, Psychotherapist, or Systemic Therapist</p>		
<b>EXPERIENCE</b>	<p>Evidence of clinical experience of working with client population. A clear track record of managing complexity and risk whilst maintaining high standards of service delivery</p> <p>A comprehensive understanding of the changing NHS and Social Care environment and the challenges they face</p> <p>Experience of working at all levels of the system with internal and external stakeholders</p> <p>Expertise of managing and treating the client group Some experience of clinical supervision</p>	<p>Some experience of clinical management of staff</p> <p>Some experience of involvement in project work e.g. quality improvement</p>	
<b>SKILLS</b>	<p>High level of skill and knowledge in safeguarding and risk management</p>		

	<p>Personal duty of care in relation to equipment or resources</p> <p>Basic keyboard skills for updating client records</p> <p>Ability to manage own clinical case load</p>		
<b>KNOWLEDGE</b>	<p>Willingness to contribute to strategic and business planning</p> <p>Skills for assessing and communicating complex client conditions and applying appropriate clinical treatments</p>		
<b>PERSONAL ATTRIBUTES (demonstrable)</b>	<p>Demonstrate equality, diversity and inclusion awareness and application of EDI issues</p> <p>Proactive, positive and enthusiastic attitude</p> <p>Ability to work effectively within a team</p> <p>Ability to remain calm whilst under pressure</p> <p>Flexible approach to working hours to meet Services needs</p>		
<b>OTHER</b>	<p>Ability to travel</p> <p>Keyboard / IMT skills</p>		