



# Candidate information pack



Promoting hope & wellbeing **together**

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# Welcome

## Dear Candidate

Thank you for your interest in the Principal Clinical Psychologist for Ealing Learning Disabilities team. This pack provides you with all the information you may need to apply for this vacancy.

West London NHS Trust has grown significantly in the last two years with investment in mental health services and this growth is set to continue over the next five years. In 2019, the Trust expanded its portfolio to include community services in Ealing and beyond, through our Integrated Care Services. We are incredibly proud that more staff than ever would recommend us a place to work and we have seen a 28% increase in staff engagement in the national staff survey over the last 5 years.

We are on a significant journey of transformation in the quality of services provided, through greater co-production with service users and carers, and addressing long-standing inequalities. Increasingly, we are leading and collaborating closely with Integrated Care Partnerships and at the wider system level, as a strong voice for integrated services and the most vulnerable in society.

We are looking for a candidate with the drive, enthusiasm and vision to lead the expansion and transformation of both mental health and community services in collaboration with our staff and our partners.

Thank you for your interest this role and I wish you every success with your application.

Yours sincerely

Principal Clinical psychologist

Ealing Community Team for People with Learning Disabilities

## 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 with an international reputation.

Our high secure services care for patients from across the South of England and we provide low and medium secure services covering eight London boroughs. The Trust also provides mental and physical healthcare in three London boroughs – Ealing, Hammersmith & Fulham and Hounslow. The Trust employs over 3800 staff, of which 51% are from a Black and Asian Minority Ethnic (BAME) background. Our turnover for 2021-22 is approximately £350m.

In recent years, there has been a step change in staff engagement, culture, performance and ambition of the organisation. The Trust is now rated as 'Good' overall by the Care Quality Commission, 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.

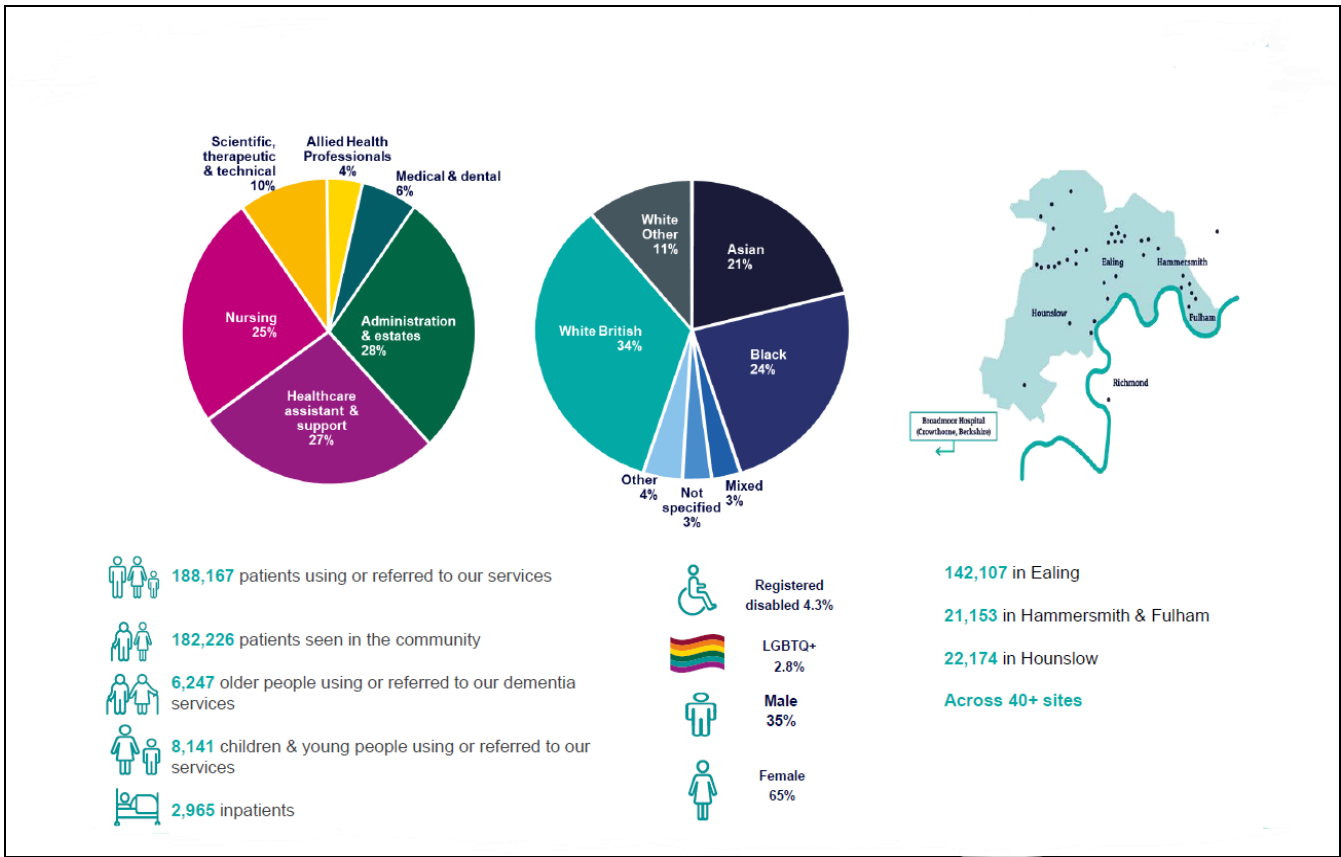
The Trust leads the North West London CAMHS provider collaborative. This involves managing the delegated specialist-commissioning budget with a commitment to a recurrent investment of £1.8m a year for community services. This includes a reduction in hospital admissions, improved provision of care closer to home through reduced out of area placements and reduced length of stay for children and young people. Our forensic services are part of the North London Forensic Consortium. Patient care is founded on recovery and co-production principles.

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 900 referrals in its first 9 months, 54% of which are from BAME staff, which broadly matches the workforce profile across North West London ICS.

Collaboration has been the key to our success in recent years, and the launch of Ealing Community Partners (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 extends to a GP practice supporting care homes in Ealing.

Our staff have rated 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 was highly commended in the mental health trust category of the year HSJ Awards in 2020. It received an award for workforce innovation to improve staff recognition in the same year.

More details about the Trust's services and workforce are shown in the diagram below



## How we are organised

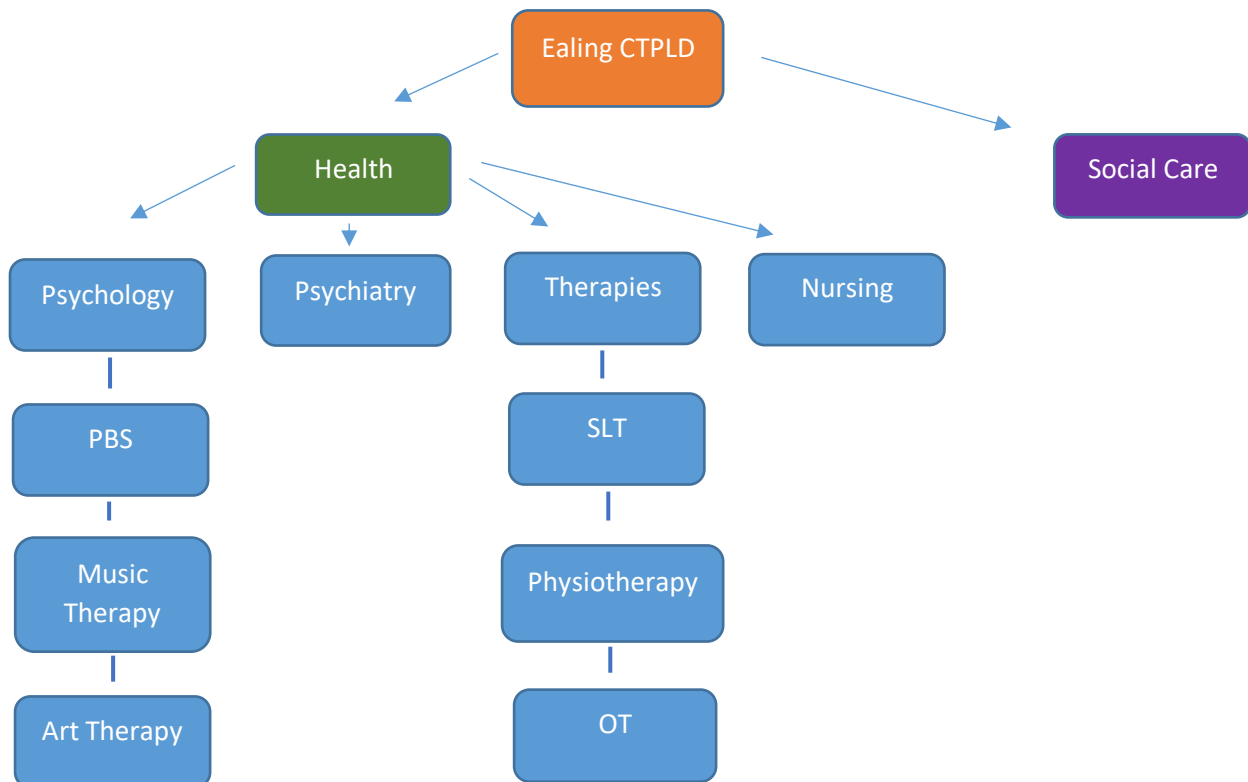
Our team puts people with learning disabilities at the centre of our thinking. We have a strong systemic and narrative therapy emphasis.

We are dedicated to co-producing psychological initiatives and interventions alongside people with learning disabilities and their families.

Our psychological therapies team offers specialist music therapy, art therapy, positive behaviour support, family therapy and group therapies to our clients.

Our team is based at 62 Green Lane, Ealing, London W7 2PB.

Regular travelling required, mainly in borough, and some out of borough.



## 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 are going to do something, we do it. We do not 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 is 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>	<b>Principal Clinical Psychologist</b>
<b>Grade</b>	<b>Band 8b</b>
<b>Contract</b>	<b>Fixed term or Secondment – 12 months; 0.8 WTE</b>
<b>Responsible to</b>	<b>Consultant Clinical Psychologist, Head of Psychology</b>
<b>Responsible for</b>	<b>Qualified psychologists / Trainee clinical psychologist / PBS specialists</b>

### Key Relationships

- Ealing Learning Disability Health Team colleagues
- Local Authority partners (adult and children's services)
- Community, secondary and tertiary care health services
- Service Users, families, carers, representative groups/forums
- 3<sup>rd</sup> sector, educational and independent care providers

### Job Summary

The post holder is responsible for providing and leading on specialist psychological input as part of the wider Ealing Community Team for People with Learning Disabilities. Providing high quality, psychological assessment, therapy and risk management in addition to clinical supervision, advice and consultation to colleagues and other non-psychology professionals/carers, on psychological aspects of assessment, formulation, care and treatment.

The post holder will act as a lead clinician in the service ensuring that high quality individualised care is delivered which ensures safety and a commitment to wellbeing maximising independence.

The post holder will act as a lead clinician in relation to specific local care pathways and provide in-depth specialist knowledge and advice (as required) that will inform this process

The post holder will actively support the health team manager in their work in delivering a safe, well-co-ordinated and timely psychology service based on the needs of the people it serves.

### CLINICAL RESPONSIBILITIES:

(Including analysis, judgement)

- To lead the psychology component of the clinical team to provide highly specialist assessments based upon the appropriate use, interpretation and integration of complex data, from a variety of sources including psychological and psychometric tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with service users, family members and others involved in the person's care. To ensure that the psychological formulation is constantly adjusted and refined, maintaining a number of provisional hypotheses and drawing upon different explanatory models, in order to make sense of presenting

issues. The process is informed by an appropriate conceptual framework and based upon knowledge of current research and best practice

- To formulate and implement plans for the formal psychological treatment and/or management of a service user's problems, based upon an appropriate conceptual framework of the person's problems, and employing methods based upon evidence of efficacy, across a full range of care settings (including mental health teams). To act as a resource for nonspecific learning disability services and to facilitate mainstream access to services wherever possible.
- To be able to develop good therapeutic relationships with service users with complex disabilities and histories. To adapt theoretical models of working to meet the communication and comprehension needs of service users, often including the discussion of highly emotive, sensitive or distressing issues e.g., experience of sexual abuse and other trauma
- To provide highly specialist psychological advice, guidance and consultation to other clinicians, professionals and members of the multi-disciplinary team contributing directly to service users' formulation, diagnosis and treatment plans
- To be responsible for planning and implementing a range of psychological interventions for people with learning disabilities, groups, carers and organizations based on the psychological formulation reached. To monitor, evaluate and make regular adjustments to intervention or psychological input, taking into account the regularly changing needs of service users and their carers
- To undertake face-to-face individual assessments and interventions, family and/or in group therapy settings with service users presenting with highly complex and distressing psychological problems
- To coordinate (where appropriate), complex intervention plans, taking responsibility for initiating planning and reviews of plans, and including service users, their carer's, referring agents and others involved in their network of care
- 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
- To exercise autonomous professional responsibility for the assessment, intervention and safe discharge of service users who are receiving psychological input, in negotiation with multi-disciplinary colleagues and other services (as clinically appropriate)
- To have an advanced knowledge of and be able to assess, plan, implement and evaluate all aspects of risk assessment and management. To formulate risk management plans that are fully understood and accessible to service user population and their wider support networks. To lead and actively contribute to multi-disciplinary risk assessments and plans across and beyond the service with other statutory organizations and providers
- Demonstrable commitment to equality diversity and inclusion, specifically in relation to the role of an advanced practitioner

- To contribute to the safe running of the community teams' duty system, and provide clinical advice regarding people with learning disabilities to families, care providers and other clinicians/professionals
- To monitor progress during the course of multi-disciplinary interventions, sometimes in the absence of medical/psychiatric input multi-disciplinary interventions (including across organisational boundaries)
- To communicate in a skilled and sensitive manner, highly complex information concerning the assessment, formulation and intervention plans for service users. To monitor and evaluate progress during the course of psychological input. To develop approaches for people with learning disabilities and attempt to share information with service users in a way that meets their communication needs e.g., using written language, pictures, signs or other aids to help the client to understand the process of their care. Ensure that materials and therapeutic input is Accessible Information Standard (AIS) compliant
- Communicates highly complex, highly sensitive and continuous information to service users during the course of psychological therapy where the atmosphere may be emotive, there may be barriers to understanding or the service user may react in an antagonistic or hostile manner

## **SERVICE DELIVERY RESPONSIBILITIES:**

### **MANAGERIAL RESPONSIBILITIES:**

- To support and work alongside the clinical services manager to ensure that a single clinical service is delivered (in a co-ordinated and seamless way) to people with learning disabilities, families, and carers
- To deputise for the head of psychology in all aspects of service delivery e.g., attending meetings and ensuring service oversight/management during annual leave etc
- To exercise responsibility for the systematic governance of psychological practice with the service team
- As a senior clinician within the service, discharge full duties as Chair (on a rotational basis), in relation to the triage and referrals meetings of the service jointly held with social care and to complete any follow up work from the meetings as required
- To work with the head of psychology and health team manager to co-ordinate and organise the work of other psychologists and other clinical members of the team who provide psychologically and assessment-based care and treatment or where you are the designated lead on a specific workstream/project.
- To be responsible for monitoring and co-ordinating psychology resources available to the team by responding to referrals, making autonomous professional and clinical judgements based upon complex information, prioritising accordingly and contributing to multidisciplinary decision making. To manage any waiting lists (in accordance with local KPIs/SOPs) and participate as a lead clinician (across the service) in the allocation of cases, taking into account skill mix, caseload and clinical priority

- To significantly contribute to the development, evaluation and monitoring of the team's clinical practice through the deployment of professional skills in supervision, leadership, research, service evaluation and clinical audit. To lead on and ensure that there is a robust clinical outcomes framework in place for psychological interventions and wider practice undertaken
- To be responsible for the psychological contribution (as an experienced clinician), to the creation and implementation of policies/SOPs for wider service development by membership of specific multi-disciplinary working parties or groups e.g., dementia pathway/other. To ensure the incorporation of psychological frameworks for the understanding and provision of high-quality care for people with learning disabilities.
- To represent the discipline of psychology, the service and Trust in matters relating to the clinical specialism and the wider organisation (internally and externally) and to take an active part in trust working parties (as required)
- Excellent knowledge of the Equality Act and its implications related to service provision and learning within a public sector body
- To advise both service and service management on those aspects of the service where psychological and / or organisational matters need addressing in a timely matter
- To be involved (as appropriate), in the shortlisting and interviewing of clinical staff
- To manage the work of more junior assistant psychologists within the framework of the team / service's policies and procedures
- To exercise delegated responsibility for managing clinical psychology resources available to the team, both in the form of qualified and unqualified staff and materials used in assessment and interventions with service users
- To be fully conversant with and understand adult safeguarding protocols, policies and procedures. To act quickly when an alert or safeguarding referral is to be made. To actively be part of any safeguarding investigations (and if required), lead on any section 42 enquires. To support other colleagues in the safeguarding process
- To lead on, organise, manage and arrange quality improvements (QI)/service developments for own discipline (and across the service) as directed by the clinical services manager
- Ensure that all clinical entries are made within Trust policy timelines. To access and use full range of system functions (e.g., clinical note keeping, risk templates, documents, outcoming etc)

#### SUPERVISION & PEOPLE MANAGEMENT RESPONSIBILITIES:

- To receive regular clinical professional supervision from a more senior psychologist and, where appropriate, other senior professional colleagues.

- To ensure self and supervisee's clinical supervision are undertaken and in line with professional practice guidelines and Trust policy. To provide clinical and specialism supervision to junior staff (as required), including trainees
- To ensure self and direct reports/supervisee's clinical activity is captured on system one (or other systems) in a timely way (as required)
- To ensure self and any direct reports/supervisee's statutory and mandatory training are always 'in date'
- To ensure self and any direct reports/supervisee's annual appraisal (with agreed objectives and personal development plan) are always 'in date' and reviewed at key points across the working year and are aligned to service and Trust priorities (including the clinical work plan)
- To have clinical oversight of all psychology related work within the discipline/service including work allocation, checking record keeping and quality of clinical care delivered (providing advice as required)

#### FINANCIAL RESPONSIBILITIES:

- Shared responsibility for approving use of financial resources for psychological service needs in accordance with trust policies and procedures and service priorities
- Exercise the personal duty of care in the use, maintenance and storage of Trust equipment
- Exercising the personal duty of care in the use of other Trust resources, avoiding waste wherever possible

#### TRAINING/EDUCATION RESPONSIBILITIES:

- To take part in/deliver 'in house' education and training programme (as required)
- Undertake relevant education and training that is required/part of senior clinical role
- To contribute to the pre-post qualification teaching in the discipline of psychology
- To provide highly specialised advice, consultation and training to staff (including psychology and non-psychology professionals, including families, carers and care providers) working with the service user, groups and wider agencies
- Ensure that HCPC registration is always maintained and in date

#### RESEARCH AND DEVELOPMENT

- Undertake evidence-based practice in respect of clinical need of the service, as agreed with clinical services manager and/or the Divisional Manager

- Undertake and /or facilitate research and audit to enhance the quality-of-service provision, to provide research advice to the learning disability service and to take an active role in promoting cooperation with interdepartmental research (as appropriate)
- To contribute to and supervise (if required) in Doctoral research projects
- To directly supervise research activities of more junior staff in the discipline of psychology and other clinical colleagues

#### ANY OTHER GENERAL DUTIES

- To undertake and lead on investigations (including serious incidents) at service and Trust level (when required) using standardised and recognised methodologies
- To undertake and lead on Root Cause Analysis (RCAs) at service and Trust level (when required) using standardised and recognised methodologies

This list is only an indication of the main tasks required to be performed. It is not an exhaustive list of duties and responsibilities and may be subject to amendments to take account of changing circumstances.

The Trust reserves the right that you may be required to undertake such other duties and/or hours of work as may reasonably be required of you commensurate with your grade at your normal place of work or from another location within the Trust.

Duties and responsibilities as set out in this job description might be reassigned in order to reflect developments within the Trust or operational needs.

## Person Specification

	Essential	Desirable	Assessment
<b>Training &amp; Qualifications</b>	<p>Doctorate level training in clinical psychology, including specific models of psychopathology, clinical psychometrics and neuropsychology, two or more distinct psychological therapies and lifespan developmental psychology as accredited by the BPS.</p> <p>Up to date registration with Health and Care Professionals Council as a Practitioner Psychologist.</p> <p>Evidence of ongoing continuing professional development (as required by HCPC, BPS, Trust)</p>	<p>Qualifications in research methodology, staff training and/or other fields of applied psychology.</p> <p>Further training and qualification in autistic spectrum conditions (e.g. autism diagnostic interview – revised and autism diagnostic observation schedule)</p> <p>Pre or post-qualification training in a relevant area, such as systemic psychotherapy or Positive Behaviour Support.</p>	AF, I
<b>Experience &amp; Knowledge</b>	<p>Experience providing specialist psychological assessment, formulation, and treatment of service users across the full range of care settings, including outpatient, community, primary care and in patient settings.</p> <p>Working with people who have learning disabilities/autism who present with challenging needs.</p> <p>Experience of drawing on a Positive Behaviour Support Framework including carrying out functional assessment.</p> <p>Working with a wide variety of service user groups across the learning disability spectrum with a full range of needs (including behaviours that challenge, mental health, abuse etc).</p> <p>Doctoral level knowledge of research design and methodology, including complex multivariate data analysis as practiced within the field of clinical psychology.</p> <p>Understanding and experience of adapting communication and therapeutic approaches to work with people with learning disabilities.</p>	<p>Specific experience in the quantitative assessment and audit for people with learning disabilities</p>	AF, I, P

<b>Skills</b>	<p>Skills in the use of complex methods of psychological assessment intervention and management frequently requiring sustained and intense concentration.</p> <p>Ability to undertake complex multiagency working and liaise with multiple systems effectively.</p> <p>Ability to communicate effectively, orally and in writing, highly technical, and clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS.</p> <p>Skills in providing consultation to other professional and non-professional groups.</p> <p>Values led collaborative team working and multidisciplinary pathway implementation.</p> <p>Formal training in supervision of other psychologists.</p>	<p>Demonstrable experience in co-production with people with learning disabilities.</p> <p>Knowledge of legislation in relation to the client group and mental health.</p>	AF, I, P
<b>Other skills/ Requirements</b>	<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 identify and employ mechanisms of clinical governance as appropriate, to support and maintain clinical practice in the face of regular exposure to highly emotive material and challenging behaviour.</p>	Experience of working within a multicultural framework.	AF, I, P

### Assessment Key

AF - Application Form

I - Interview

T - Test

P - Presentation

## How to Apply

Applications should be made via NHS Jobs.

The recruitment schedule is as shown below:

Timescale	Event
Closing date for advert	
Shortlisting	
Interview Date	

# Main terms and conditions

## General

The post holder may be required to work at any of the Trust's sites in line with the service needs. 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.

## Fit and Proper Person Test

All Trust Board appointments are expected to be in accordance with the requirements of the Fit and Proper Persons Test, which covers evidencing suitability for the role, background checks and compliance with NHS Code of Conduct for Managers.

## 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 2018, the Caldecott principles and the common law duty of confidentiality. The post holder must follow the record keeping guidelines to ensure compliance with the Freedom of Information Act 2000.

## Data Protection Act

All staff have a responsibility to ensure that their activities comply with the Data Protection Act. Staff should not disclose personal data outside the organisation procedures or use personal data held on others for their own purposes. All staff has an obligation to ensure that care and/or personnel records are maintained efficiently and that confidentiality is protected.

## 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.

## Health & safety

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.

## Professional registration

If you are employed in an area of work that requires membership of a professional body in order to practice, it is a condition of your employment to maintain registration of such a professional body and comply with its code of practice. 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. 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.

## Risk management

All Trust employees are responsible for reporting incidents, being aware of the risk management strategy and emergency procedures and attendance at training as required. All managers 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.

### **Infection Control**

All Trust staff are responsible for protecting themselves and others against infection risks and comply with infection control policies and procedures. It is our expectation that staff will voluntarily receive the annual flu jab and other vaccines relevant at the time, to protect staff and patients from infection.

### **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. 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 and its stakeholders.

### **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**

We expect the highest standards of corporate behaviour and responsibility from our staff. All staff have a responsibility to respect and promote the Trust values and vision. When speaking as member of West London NHS Trust to the media or any other public forum, employees should ensure that they reflect the current policies or views of the organisation. Staff should ensure that they do not engage in any behaviour that can cause reputational damage to the Trust.

### **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 and part time working status.

### **Agile/Flexible working**

The Trust recognises that Agile Working brings a number of benefits to the organisation. Not only does it support more cost effective workplace utilisation but it also enables us to attract and retain the best talent whilst increasing productivity and efficiency. The Trust is committed to supporting Agile working and empowering our staff to work in a manner that provides maximum flexibility and minimum constraints.

The Trust also continues to support staff via its flexible working arrangement options. These options enable staff to work in a way that suits their personal needs whilst also meeting the needs of the service.

### **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.

### **Trust Policies**

All staff are required to familiarise themselves with Trust policies and comply with them at all times. Policies are reviewed regularly and may be revised from time to time.