

## JOB DESCRIPTION

Job evaluation ref number:	
<b>Job Title:</b> Home Based Clinical/Counselling Psychologist, East Midlands Cancer Alliance Centre for Psychosocial Health	
<b>Reports to (post title):</b> Principal Clinical Psychologist for the EMCA Centre for Psychosocial Health	
<b>Evaluated Banding:</b> 8a	
<b>Role Purpose:</b>  To support the EMCA Centre for Psychosocial Health in delivering videoconferencing psychological therapy for people affected by cancer across the East Midlands region. The service will be delivered in line with NICE Guidance for Supportive and Palliative Care and include remote provision of specialist psychological assessment and therapy for individuals and groups of patients with complex physical and psychological health needs and their adult carers; offering consultation, supervision and training for Cancer Professionals; and utilising research skills for general audit and service evaluation within the service, as well as for service developments. To undertake further tasks as negotiated with the Principal Clinical Psychologist for the EMCA Centre for Psychosocial Health, as appropriate.	
<b>Role Context:</b>  The EMCA Centre for Psychosocial Health is a project funded by the East Midlands Cancer Alliance and provides high quality psychological assessment, and interventions for adults experiencing mental health issues whilst living with cancer. This role will involve the delivery of video-therapy to people living with cancer and support to cancer professionals across the East Midlands. As a remotely delivered project, the post-holder will be expected to work from home but will also attend in person activities as required e.g. to support the delivery of training sessions or for in person team meetings (approximately once per month). In person activities can take place across the East Midlands region.	
<b>Trust Values</b>  All colleagues are expected to demonstrate at interview and throughout employment that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values:  <p style="text-align: center;"><b>Trust Honesty Respect Compassion Teamwork</b></p>	
<b>Key Accountabilities</b>	<b>Performance Measures</b>
Working Practice  To support the team in the delivery of a remote psychological care pathway across the East Midlands Cancer Alliance region (Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Northamptonshire & Rutland), provide remote specialised assessment and evidence based interventions to referred cancer patients across the East Midlands, working autonomously within	Case notes/care plans mandatory training record

<p>professional guidelines and the overall framework of the Trust policies and procedures</p> <p>Provide clinical supervision to an assistant psychologist and/or trainee clinical psychologists and support to other clinical psychologists/trainee clinical psychologists in the team.</p> <p>Support and supervise non psychology colleagues e.g. students and other cancer professionals, in psychological aspects of their work with patients and their families</p> <p>Offer remote consultation, teaching, training and advice to cancer professionals across the East Midlands. Work closely with the “level 2 cancer” nurse specialists</p> <p>Assist the Principal Clinical Psychologists for the EMCA Centre for Psychosocial Health in developing and delivering evidence based psychological programmes and self management material</p> <p>Liaise with and facilitate access to mental health services, IAPT services and third sector support services as appropriate</p> <p>Utilise research and supervision skills</p> <p>To assist in the promotion of the service and dissemination of relevant psychologically informed practice across the wider health system, as required.</p>	<p>Supervision record and evaluations</p> <p>Annual evaluation of supervision</p> <p>Evaluation of teaching/training</p> <p>Web site and self-help materials developed</p> <p>Appropriate risk management plans in notes Appropriate referrals to other organisations</p> <p>To collect and analyse outcome data for the service. Service research/evaluation</p> <p>Formal and informal feedback from meetings/events attended</p>
<b>Dimensions</b>	
<p>The post holder will have their own caseload and work alongside other Cancer Professionals across the East Midlands. They will be supervised by a Principal Clinical Psychologist for the EMCA Centre for Psychosocial Health.</p>	
<b>Safeguarding</b>	
<p>All employees are responsible for taking all reasonable measures to ensure that the risks of harm to children and vulnerable adults are minimised. They should take all appropriate actions to address concerns, working to agreed local policies and procedures including the guidance on Safeguarding, in partnership with other relevant agencies. This includes accessing appropriate training, advice, and support.</p>	
<b>Disclosure and Barring Services</b>	
<p>Where this post relates to the types of work, activity, employment, or profession as set out in The Exceptions Order made under the Rehabilitation of Offender Act 1974; the post will be subject to a</p>	

DBS Disclosure check at the point of recruitment and thereafter, as the Trust determines appropriate. The level of the check will be determined by the type of activities undertaken and the level of contact the post holder will have with children and/or adults in receipt of health services.

### **Infection Control**

All employees of Nottinghamshire Healthcare NHS Foundation Trust have an individual responsibility to have knowledge of and employ the basic principles of infection prevention and control practice. All employees must comply with infection prevention and control mandatory training requirements specific to their role.

### **Equality and Diversity**

All staff should be able to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion as identified within the Trust's Equality and Diversity Policy and associated Equality, Diversity and Human Rights legislation.

### **Sustainability and Net Zero – Supporting Our Green Plan**

The Trust places great importance on reducing its carbon footprint and maximising the positive social, economic, and environmental outcomes of Trust actions and activities on its patients and the planet. It is the responsibility of all staff to support the delivery of the Trust's Green Plan and contribute to achieving Net Zero Carbon. This will include using energy and water efficiently, reducing the consumption of materials, reducing waste, and increasing recycling, printing less, reporting faults or heating/cooling concerns promptly and minimising travel.

### **Data Quality Statement**

All staff of Nottinghamshire Healthcare NHS Foundation Trust have a responsibility for data quality, improved data quality leads to better decision-making across the Trust. The more high-quality data, the more confidence the organisation has in decisions. Good data decreases risk and can result in consistent improvements in results. Employees within data roles have a responsibility for inputting high quality data (accurate, valid, timely, complete) and for ensuring that high quality data is maintained.

### **Communication**

The post holder will be required to:

- Meet on a monthly basis with a Principal Clinical Psychologist for the EMCA Centre for Psychosocial Health to discuss the progression of the work
- Produce reports/presentations on the service to update interested stakeholders
- Keep appropriate supervision notes
- Produce timely and informative care plans/reports
- Demonstrate the ability to communicate complex and sensitive information in an understandable form to patients/carers, who may be experiencing high levels of distress via video or telephone
- Support the Principal Clinical Psychologist in communicating general service evaluation/ audit to members of the senior management team

- Communicate with people who may have complex physical/psychological needs, including those at end of life via video or telephone

Have key working relationships with the cancer professionals across the East Midlands in addition to GPs, consultants, social services in order to provide a cohesive plan of care.

### **Knowledge, Training and Experience**

- Minimum of Doctorate in Clinical Psychology
- Registration with the HCPC as a practitioner psychologist
- Experience of working in a physical health setting with people with a cancer diagnosis, those with a life-limiting illness or other chronic physical health conditions.
- Training in supervision
- Experience of supervising trainee and/or qualified clinical psychologists and other non-psychology staff
- Experience and confidence with risk management
- Experience of training/supervising non-psychology staff
- Experience of presenting psychological ideas in physical health contexts
- Excellent computer skills
- Research skills, including statistical analysis
- Ability to work from home in a confidential space
- Ability to travel to work related meetings on an occasional basis, as required by the job

### **Analytical and Judgement Skills**

- Communicating with patients/adult family members/carers via video or telephone
- Assessment, formulation and intervention planning (care plans developed)
- Assessment of risk
- Analysis of statistics and qualitative data in order to inform service evaluations and developments
- Interpretation of a broad range of policy/clinical guidelines
- Analysis of highly complex information from a number of sources, some of which may be conflicting

### **Planning and Organisational Skills**

- Arrange own workload in conjunction with the Principal Clinical Psychologist for the EMCA Centre for Psychosocial Health in terms of splitting time between clinical work with patients, supervision of other staff, training and service development/evaluation.
- Planning and organising highly complex programmes of care/activities with support from the Principal Clinical Psychologist for the Centre.
- Planning and organising highly complex programmes of care/activities.
- Contribute to business planning in conjunction with the Principal Clinical Psychologist for the Centre.
- Responsible for monitoring or evaluating service standards within your own practice and that of clinical psychology supervisees.

### **Physical Skills**

- Ability to concentrate intensely even in highly distressing situations via video or telephone.

- Ability to sit in a constrained position for long periods of time.
- Exposure to highly distressing circumstances, severely/terminally ill patients via video or telephone.
- Ability to undertake mandatory training as required by the Trust.

#### **Responsibility for Patient/Client Care**

- Post holder will have autonomous, professional responsibility for their own patient caseload
- Provide specialist supervision to other psychologists in the team/trainee clinical psychologists/psychology students as appropriate
- Provide psychological care via video or telephone as part of a holistic needs assessment and care planning
- Responsible for maintaining service standards for psychology supervisees
- Responsible for own clinical governance and clinical risk assessment and for that of psychology supervisees
- Give specialist advice to cancer professionals and others involved in patient care
- Responsible for recording their own patient notes and supervising records for psychology supervisees
- Responsibility for child protection, domestic violence and abuse cases in own caseload and that of psychology supervisees with support from service lead

#### **Responsibility for Policy/Service Development**

- Make recommendations to the Lead Clinical Psychologist for the Centre on changes to clinical practice and/or working practices
- Support the Principal Clinical Psychologist to draw up service guidelines, protocols

#### **Responsibility for Financial and Physical Resources**

- Where applicable to be personally accountable for the appropriate use of resources within the department and online

#### **Responsibility for HR**

- The post holder will plan & deliver training and supervision to cancer professionals via video/MS Teams

#### **Responsibility for Information Resources**

- The post holder will be responsible for maintaining own electronic database and ensuring junior staff comply with procedures
- Responsible for collecting and analysing data for own service provision and supervising data collection of junior staff
- Responsible for helping the Principal Clinical Psychologist for the Centre to develop/maintain the contents of a website
- Required to use IT to develop or create documents/reports

#### **Responsibility for Research and Development**

- The post holder will be responsible for evaluating their own service provision and support junior staff in service evaluation. The postholder will suggest service developments (in response to the data collected) to the Principal Clinical Psychologist for the Centre.

#### **Freedom to Act**

- Post holder will have autonomous, professional responsibility for their own patient caseload
- Post holder will supervise the caseload of more junior staff as required
- The post holder will have access to guidance, support and supervision from the Principal Clinical Psychologist for the EMCA Centre for Psychosocial Health.
- The post holder will be guided by HCPC and BPS professional standards, the organisations and service guidelines, and other relevant codes of practice

#### **Physical Effort**

The post holder may:

Have frequent and sustained periods of sitting and computer use.

#### **Mental Effort**

- The post holder will have to concentrate for long periods of time e.g. assessing patients, writing care plans/reports and supervising others
- Ability to work independently in the home environment while completing the demands of the post.

#### **Emotional Effort**

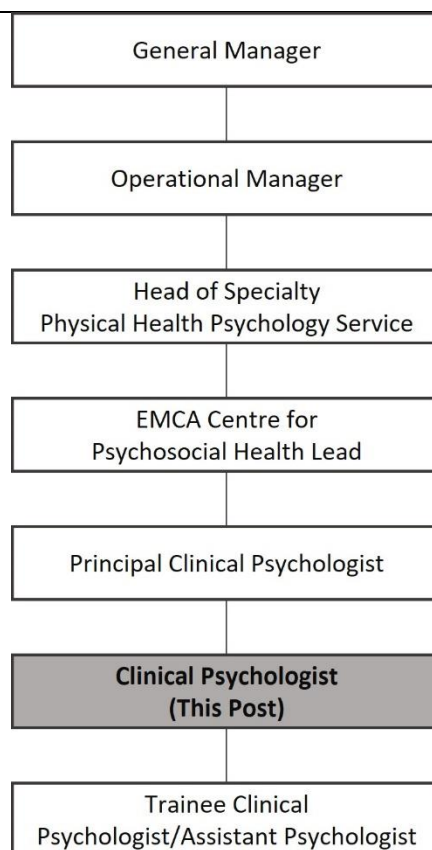
The post holder will be expected to:

- Have complex and difficult conversations with distressed patients with cancer via video or telephone who may have a limited lifespan and may die during the course of the work, as well as bereaved relatives.
- Care for terminally ill patients remotely
- Occasionally care for patients displaying challenging behaviours
- Deal with highly emotional and difficult family circumstances or situations, for example, child abuse, neglect, family breakdown
- Independent working in an isolated (home) setting when facing highly emotive material requiring good self-care skills and self-awareness and confidence to seek support from supervisor and other colleagues when required.

#### **Working Conditions**

Working at home with clinical material. Frequent and prolonged use of a computer. Occasional on site working.

#### **Organisation Chart**



## Our promise to you

We will ensure that you are supported and lead in line with our Trust Values: **Trust**, **Honesty**, **Respect**, **Compassion** & **Teamwork**



Nottinghamshire Healthcare NHS Foundation Trust actively works to fulfil the seven elements of the NHS People Promise.

We will adhere to the promise and support all our colleagues, assuring that we are continuously striving to listen to colleagues, adapting accordingly and striving always to be the best place to work.





## Signatures

After reviewing the document, please sign to confirm agreement

Post holder:

Date:

Line Manager:

Date:



## EMPLOYEE SPECIFICATION FOR THE POST OF

Attribute	Essential	Weight	Desirable	Weight	How Identified
Values and Behaviours	<ul style="list-style-type: none"> <li>All colleagues are expected to demonstrate that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values: <b>Trust Honesty Respect Compassion Teamwork</b></li> <li>All colleagues are expected to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion (EDI) and how it applies to their role. The Trust's expectations are highlighted within our EDI Policy, and associated EDI and Human Rights legislation</li> </ul>				<p>Application &amp; Interview</p> <p>Application &amp; Interview</p>
Physical Requirements	<ul style="list-style-type: none"> <li>Has the physical ability to perform the full range of duties, including sustained periods sitting at a computer</li> </ul>				Observation References Interview
Qualifications - Academic / Craft / Professional	<ul style="list-style-type: none"> <li>Professional qualification in Clinical or Counselling Psychology</li> <li>Registration with HCPC as Practitioner Psychologist</li> </ul>	1			Application Interview
Training	<ul style="list-style-type: none"> <li>Completion of post-doctoral supervisor training workshop programme (or equivalent individual workshops)</li> </ul>				Application Interview

Attribute	Essential	Weight	Desirable	Weight	How Identified
Experience	<ul style="list-style-type: none"> <li>Experience of using a range of psychological therapy models with patients with cancer or other complex health conditions</li> <li>Experience of neuropsychological assessments</li> <li>Experience of supervising qualified and trainee Clinical/Counselling/Assistant Psychologists</li> <li>Experience of training/supervising physical healthcare staff</li> <li>Experience of working in a multi-disciplinary team in a physical health setting</li> <li>Experience of research/service evaluation in a physical healthcare setting</li> <li>Experience of using remote methods of communication (video/telephone) to support patients/carers</li> </ul>	1			Application Interview
Knowledge	<ul style="list-style-type: none"> <li>Highly developed specialist knowledge of the impact of cancer or other long-term/life limiting conditions</li> <li>Knowledge of a range of psychological therapy models relevant for working in cancer services</li> <li>Knowledge of models of clinical supervision/reflective practice</li> <li>Knowledge and understanding of research methodologies and carrying out literature searches</li> </ul>	1	<ul style="list-style-type: none"> <li>Knowledge of the application of the research process in NHS settings</li> <li>Critical appreciation of NICE guidance for Supportive and Palliative Care and its application in psycho-oncology services</li> </ul>	5	Application Interview
Skills	<b>Communication</b> <ul style="list-style-type: none"> <li>High level interpersonal and communication skills and the ability to establish rapport and build relationships with patients and carers and colleagues both verbally (via video and telephone) and in writing</li> </ul>	1	<ul style="list-style-type: none"> <li></li> </ul>		Application Interview

	<ul style="list-style-type: none"> <li>• Presentation skills for training staff, presenting research findings and promoting the service</li> </ul> <p><b>IT Skills</b></p> <ul style="list-style-type: none"> <li>• Word, PowerPoint, Excel, video-conferencing software e.g. MS Teams</li> </ul> <p><b>Management</b></p> <ul style="list-style-type: none"> <li>• Ability to work as an autonomous practitioner and in collaboration with clinical and management team</li> <li>• Excellent organisational and self-management skills</li> <li>• Ability to support junior staff to manage workloads</li> <li>• Highly motivated and keen to develop self and service</li> </ul> <p><b>Team Working</b></p> <ul style="list-style-type: none"> <li>• Demonstrates ability to work effectively as team member</li> <li>• Capacity to accept constructive feedback and modify practice accordingly</li> </ul>				
Contractual Requirements	<ul style="list-style-type: none"> <li>• A full UK driving license and vehicle for business use is required for this post; however reasonable adjustments will be made for disabled individuals in line with the Equality Act 2010.</li> <li>• Able to travel to King's Mill Hospital and other locations across the East Midlands if required and attend an induction programme at Duncan Macmillan House</li> <li>• Willing to undergo DBS check</li> <li>• Ability to carry out work from home in a confidential and professional manner</li> </ul>	1			

	<ul style="list-style-type: none"><li>Adequate and reliable home broadband connection to enable consistency in remote working</li></ul>				
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PLEASE NOTE THAT ALL CRITERIA WILL BE SUBJECT TO REASONABLE ADJUSTMENTS WHERE THE APPLICANT HAS DECLARED A DISABILITY AS DESCRIBED IN THE EQUALITY ACT