

## Job Description

<b>Post:</b>	Highly Specialist Clinical Counselling Psychologist Psychological Therapist
<b>Band:</b>	8a
<b>Responsible to:</b>	Secondary Care Psychological Therapies Team Manager
<b>Main Contacts:</b>	Multi-Disciplinary Team members

## Job Summary

To provide and supervise specialist psychological assessments and therapies appropriate to the secondary care psychological therapy service. To play an active role in supporting the continuing development and use of evidence-based psychological assessments and interventions within the secondary care service including providing specialist advice, consultation, support and training to other staff. To play an active role in supervision of therapists, service developments and governance within the service as required.

## Main Duties and Responsibilities

### Clinical

- To provide assessments for specialist psychological interventions/individual therapy based on complex data from a variety of sources to service users referred to the service. Sources of data include: observations, self-report measures, semi-structured interviews with clients, their families and other professionals involved in the client's care.
- To be responsible for implementing a range of psychological interventions for individuals, carers, families and groups within and across teams. Developing and refining formulations across a range of clients and psychological models
- To manage a therapy caseload providing evidence based psychological therapies to service users seen within the service in line with targets agreed with the Team Manager
- To provide clinical supervision to therapist within the team in line with Trust supervision policy and best practice guidelines.
- To work collaboratively with service users, families and the multidisciplinary team to communicate information concerning the assessment, including formulations and recommendations of treatment and management using methods of proven efficacy.
- Collect, collate, evaluate and report information maintaining accurate clinical records in the management of service users receiving psychological interventions including electronic data entry.
- To organise and implement specialist psychological advice, guidance, consultation and training to other professionals contributing directly to clients' formulation, diagnosis and treatment.

- To contribute to risk assessment and risk management of individual service users and provide general advice to other professionals on other aspects of risk assessment and management.
- To communicate in a skilled and sensitive manner to service users, carers and relevant professionals, information about assessments, formulations and treatment plans.

### **Training and Supervision**

- To provide advice, consultation and training to other team members for their provision of psychologically based interventions to help improve service user functioning
- To provide clinical placements for trainee clinical psychologists / psychological therapists ensuring that trainees acquire the range of skills relevant to working within a secondary care mental health setting
- To also receive regular and appropriate clinical supervision on an individual basis.
- To contribute to training and supervision of other members of the team

### **Management and Leadership**

- To provide leadership as a senior clinician in service developments which are informed by the application of a psychological knowledge base
- To participate as appropriate in staff recruitment within the service
- To take an active part as a senior clinician in governance and service organisation including evaluation of service delivery and identification of areas of improvement and management of change.

### **Research and Development**

- To participate in new and innovative service developments within the service applying sound practice-based knowledge and theoretical frameworks.
- To initiate and undertake project management, complex audit and service evaluation within the service to help improve services for individuals and their families.
- To utilise evidence based theories and review research to support evidence based practice in individual clinical work and the psychological practice of other team members. Disseminate research and clinical audit findings within the organisation and externally as required, attending conferences to network and understand best practice.
- Promote service user / carer involvement to support service improvements.
- To act as a resource for other team members providing research advice and supervision if requested

### **Professional Development**

- To be responsible for maintaining own professional development – developing and sustaining your knowledge, clinical skill and professional awareness in accordance with the relevant professional CPD guidelines.
- To partake within the key skills knowledge framework system to plan and measure identified areas of development including completion of IPDR.

- To take an active part in clinical and management supervisory process.
- To attend relevant professional and development meetings and networks to contribute to, and maintain awareness of, regional and professional developments, and to gain peer support and advice.

This job description is not exhaustive, but is intended to give an overall picture of the role. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process.

### **General Duties of all post holders**

- To undertake any other reasonable duty, which is appropriate to the band, when requested by Senior Staff.
- To be familiar with and comply with all Trust and departmental policies, procedures, protocols and guidelines.
- To be aware of and work towards the Trusts strategic goals.

### **Standards of Business Conduct**

- The post holder will be required to comply with the organisations standing order and standing financial instructions and at all times, deal honestly with the organisation with colleagues and all those who have dealing with the organisation including patients, relative and suppliers.
- The post holder must ensure that their behaviour and interests inside and outside work do not conflict with their Trust position, duties and/or responsibilities.
- The post holder must comply with and support the development of the performance standards within the service/department to ensure the service is responsive to and meets the needs of its customers.
- The post holder will be required to develop and maintain good working relationships with all patients, service users, staff, contractors and where appropriate, members of the public.
- The Trust aims to maintain the good will and confidence of its own staff, patients, service users, NHS contractors and the general public. To assist in achieving this objective it is essential that at all times, the post holder carries out their duties in a courteous, sympathetic and professional manner.
- All post holders who are members of a professional body must comply with standards of professional practice / conduct. It is the post holders' responsibilities to ensure they are both familiar with and adhere to these requirements and maintain their professional membership to the relevant body.

### **Equality and Diversity and Equal Opportunities**

- The post holder must carry out all duties and responsibilities of the post in accordance with the Trust's Equal Opportunities and Equality and Diversity policies, avoiding unlawful discriminatory behaviour and actions when dealing with colleagues, service users, members of the public and all other stakeholders.

- The post holder must promote awareness of and respect for equality and diversity in accordance with Trust policies and procedures.
- The post holder is responsible for treating all staff, patients, service users, NHS contractors and the general public with dignity and respect at all times.

### **Safeguarding**

- Appointments to regulated and controlled activities require an enhanced DBS disclosure.
- All staff have a responsibility to promote the welfare of any child, young person or vulnerable adult they come into contact with and in cases where there are safeguarding concerns, to act upon them and protect the individual from harm.
- All staff should refer any safeguarding issues to their manager and escalate accordingly in line with the Trust Child and Adult Safeguarding Policies.
- All staff should familiarise themselves with the NICE Guidelines “when to suspect child maltreatment 2009.”

### **Professional and Personal Development**

- The post holder must ensure that they are aware of their responsibilities by attending the Trust Mandatory Training and Induction Programme.
- The post holder will be involved in a formal IPDR/KSF review with their manager at least every 12 months. Once performance / training objectives have been set, the staff member’s progress will be reviewed on a regular basis, so that new objectives can be agreed and set, in order to maintain progress in the service delivery.
- The post holder will be expected to take responsibility for their own professional development and will be supported by the Trust to achieve development opportunities as appropriate.

### **Confidentiality and Information Governance**

- Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to confidential documents and information relating to patients, service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the NHS unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence has been established.
- All information obtained or held during the post-holders period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust’s discretion and in line with national rules on exemption.
- The post holder must maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date. The post holder must only access information, whether paper, electronic or in other media, which is authorised to them as part of their duties.
- The post holder must work to the requirements of data protection laws as applicable to the UK, which includes the General Data Protection Regulations (GDPR).

## Health and Safety at Work

- The post holder is required to take reasonable care of the health and safety of themselves and other persons who may be affected by their acts or omissions at work and to co-operate with the Trust in adhering to statutory and departmental safety regulations.
- The post holder is responsible for ensuring that they do not intentionally or recklessly misuse or interfere with anything provided in the interests of health safety or welfare e.g. misuse of equipment.
- The post holder is required to contribute to the control of risk and must report immediately, using the Trust Incident reporting system, any incident, accident or near miss involving patients, service users, carers, staff, contractors or members of the public.
- All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy.

## Infection Control

- Infection Prevention and Control is the responsibility of all Trust staff.
- All staff members have a responsibility to protect service users, visitors and employees against the risk of acquiring health care associated infections by consistently observing Trust Infection Prevention and Control Policies and procedures and best practice guidance in order to maintain high standards of Infection Prevention and Control.

## Sustainability / Net Zero Carbon

Pennine Care are committed to sustainable development, social value and achieving the NHS Net Zero Carbon reduction targets. All employees must play their part and adhere to the principals in the Green Plan, this will ensure our services are efficient, sustainable and carbon emissions are reduced. As an employee you will be expected to conserve energy / water, minimise wastage in all formats, actively promote biodiversity and use sustainable transport whenever possible.

- **Energy:** Switch off non-essential electrical equipment / lighting when not in use. Report heating issues, building too hot / too cold to the Estates Team.
- **Water:** Do not leave taps running and report all drips, leaks, and condensation issues to the Estates Team.
- **Waste:** Follow the Trust waste policy – Reduce – Reuse – Recycle do not overorder equipment / medicines. Healthcare waste must be disposed of in line with the Trust's waste management policy.
- **Biodiversity:** Enhancing biodiversity has a wealth of positive outcomes for our colleagues, services users and the environment. Think of your site, can an area be

improved to have a quality green space, specific planting for habitat improvement or the installation of a couple of bird boxes? Contact the estate team for further details

- **Transport & Travel:** Where possible lift share, cycle, walk or use public transport