



POWYS TEACHING HEALTH BOARD JOB DESCRIPTION

JOB DETAILS

Job Title:	Specialist Cognitive Behaviour Therapy Practitioner
Pay Band:	7
Hours of Work and Nature of Contract:	To be completed on recruitment
Service Group:	Therapies and Health Sciences Directorate
Department:	Powys Living Well Service
Base:	To be completed on recruitment

ORGANISATIONAL ARRANGEMENTS

Managerially Accountable to:	Consultant Practitioner Psychologist –Powys Living Well Service
Professionally Accountable to:	Head of Service, Powys Living Well Service

VALUES & BEHAVIOUR



Our Values and Behaviours are demonstrated through our 'Health Care Strategy' centred on the Needs of the Individual' through Respect, Trust, Integrity, Working Together, Kindness and Caring and Fairness and Equality.

JOB SUMMARY / PURPOSE:

Contribute to the provision of high intensity and highly specialist Cognitive Behaviour Therapy (CBT) to clients with moderate to severe and/or enduring psychological/mental health difficulties within the Powys Living Well Service.

Offer comprehensive psychological assessment, formulation, and interventions to a specialist caseload of clients within the Powys Living Well Service, developing specialist interventions (such as CBTp, CBTe, and Trauma Focused CBT) as appropriate.

Contribute to the provision of training, consultation, CBT supervision and support and advice to colleagues within the Powys Living Well service. This may include providing group or individual CBT supervision to Mental Health Practitioners, Assistant Psychologists, Clinical Associates in Applied Psychology, Trainee Clinical/Counselling Psychologists, and CBT Therapists.

DUTIES & RESPONSIBILITIES

Liaise and work in partnership with other mental health service providers, and work with relevant statutory and voluntary agencies in the community.

Supervise Psychological Therapists developing practice in this field, and/or working towards accreditation as appropriate, and lower banded Psychological Therapists and Psychological Therapy Practitioners.

Provide specialist advice and to encourage consultation by users, staff, all parts of Mental Health Services, GP's, Social Services, and others working within local services.

Contribute to the delivery and to the development of general clinical services through collaboration with professional staff of other disciplines.

Responsibility for the provision of CBT assessment and treatment service for individuals with mental health, including families and carers in North Powys.

Responsibility for the provision of specialist CBT interventions to clients indirectly through professional colleagues in mental health services.

Responsibility for the development of CBT programmes of care for clients with mental health difficulties.

Maintain appropriate clinical records in line with organisational policy including electronic databases.

Maintain an Outlook diary for all clinical activity.

Communicate complex condition related information to service users experiencing difficult situations.

Use highly developed communication skills to influence the situation.

Develop specialist packages of care based on specific client need, adjusting these as appropriate.

Work closely with other members of the team to ensure appropriate step-up and step-down arrangements are utilised to support good transitions as part of a stepped/matched care approach.

Exercise full responsibility and autonomy for the treatment and discharge of service users, ensuring appropriate assessment, formulation, and interventions, communicating with the referrer and others involved with the care on a regular basis.

Contribute to the maintenance and development of office systems and procedures within the service.

Maintain appropriate service statistics and records of work within the electronic patient information system.

Provide regular information on services.

Fully competent in Information Technology to electronically search and gather relevant information related to psychological assessment and intervention.

Communicate effectively using Information Technology.

Competent at word processing and the use of a range of software packages including Word, Excel, and PowerPoint as a minimum to be able to process and manage data and information effectively.

Attend meetings relevant to the post holder.

Participate in the organisation's annual service review and Personal Development Planning process with the Consultant Practitioner Psychologist and line manager. Complete and submit Health and Care Professions Council (HCPC), NMC or HPC, CPD log records and a British Association of Behavioural and Cognitive Psychotherapy (BABCP) Accreditation Log.

Receive regular clinical supervision from an appropriately qualified and experienced supervisor, in accordance with professional guidelines and the BABCP guidelines.

Develop and expand the highest standards of CBT knowledge and skills, through contributing to a programme of continuing professional development across the organisation.

To be aware of current developments and national policies as applied to the profession and to continue to maintain and further develop professional knowledge and skills.

Contribute to regional developments in Cognitive Behavioural Therapy, Psychology, and Psychological Therapies.

Work within the appropriate professional guidelines.

Ensure adherence to standards for reporting and management of work under national and local Safeguarding Children Policies.

Provide Cognitive Behaviour Therapy for the service users in Powys in line with NICE guidance and Matrics Cymru.

<u>PERSON SPECIFICATION</u>			
ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	<p>HPCP registrant or professional for undertaking assessment under Part 1 of the Mental Health Measure (Wales)</p> <p>Accreditation and current registration with approved professional regulatory body</p> <p>Or</p> <p>BACP Registered and Accredited Counsellor Or Psychotherapist</p> <p>AND</p> <p>BABCP Accredited CBT Practitioner qualification</p> <p>OR</p> <p>Recent successful completion of a Level 2 BABCP accredited course with well progressed supervised practice and portfolio for accreditation within the next 6 months</p> <p>OR</p> <p>CBT trained and qualified at post graduate level, with provisional individual accreditation awarded by the BABCP</p> <p>Up to date knowledge of legislation, policy, and professional issues pertinent to the area of specialism and its contexts</p> <p>Up to date knowledge of relevant mental health legislative frameworks for adolescents and adults</p> <p>Specialist knowledge in relation to complex mental health difficulties</p>	<p>Formal supervision training in CBT</p> <p>Portfolio evidencing supervised practice in supervision and further relevant training</p>	<p>Pre-employment checks</p> <p>Application Form</p>

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Experience	<p>Significant experience as a Registered Mental Health Nurse, Occupational Therapist, Registered Social Worker or Accredited Counsellor working with clients with moderate to severe and complex mental health difficulties</p> <p>Extensive experience of undertaking psychological assessments and providing evidence based interventions for a range of mental health difficulties</p> <p>Experience in a range of mental health settings and multi-disciplinary teams</p> <p>Expertise in managing and treating a range of highly complex client presentations</p> <p>Experience of preparing and producing non-clinical reports</p> <p>Experience of providing supervision / consultation</p>		Application Form and Interview
Aptitude and Abilities	<p>Demonstrate situations where effective leadership and management skills have been used</p> <p>Demonstrate tact and diplomacy when working with others</p> <p>Evidence of undertaking presentations to groups</p> <p>Ability to promote training of high quality with enthusiasm and confidence</p> <p>Able to contain and work with organisational challenges and manage the stress of others</p> <p>Significant ability in the supervision of staff working with highly complex problems</p>	Ability to speak Welsh	Interview Application Form

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Aptitude and Abilities cont'd	<p>Able to identify, promote and provide appropriate means of support to staff and carers exposed to highly distressing situations and severely challenging behaviours</p> <p>Able to work for prolonged periods with intense concentration</p> <p>Able to deal with clients and others with high levels of distress</p> <p>Developed therapy and assessment skills</p> <p>Training and consultation skills</p> <p>Skills in working with systems and organisations to resolve professional and ethical issues of conflict</p> <p>To reflect on and critically appraise own performance</p> <p>Skills in policy interpretation, planning and decision making</p> <p>Ability to work under pressure and set priorities</p> <p>Ability to sustain intense concentration in use of complex methods</p> <p>Ability to maintain effective working relationships</p> <p>Able to develop and use complex multi-media materials for presentations</p>		
Values	<p>Demonstrate PTHB Values</p> <p>Care, compassion, competence, communication, courage, and commitment</p>		Interview Application Form

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Other	Ability to travel within geographical area Able to work hours flexibly		Application Form and Interview

GENERAL REQUIREMENTS

Include those relevant to the post requirements

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with their organization's Compliance Notice under the Welsh Language Standards, as well as any local policies with regards the Welsh language; as well as taking every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.

- **Data Protection:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Legislation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB or Trust Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment on any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have **direct contact** with patients / service users / vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau Enhanced Disclosure Check as part of the HB/Trust's pre-employment check procedure.
- **Safeguarding Children and Adults at Risk:** Powys Teaching Health Board is fully committed to safeguarding people. Employees and workers (including agency and bank workers) are responsible for ensuring they understand what actions to take if they have reasonable cause to suspect that a child or an adult is at risk of harm and mandatory safeguarding training is completed in line with their role specific competencies.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.

- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Organisational Chart



