

MENTAL HEALTH

JOB DESCRIPTION & PERSON SPECIFICATION

JOB TITLE:	Principal Clinical Psychologist
BAND:	8b
REPORTS TO:	Service Manager (for operational issues) Psychological Services Lead (for clinical issues)
BASE:	Coventry and North Warwickshire

JOB SUMMARY

To provide high quality specialist clinical psychological services (including but not exclusively Child Psychotherapy, Art Therapy and Clinical Psychology) to service users. The post holder will provide specialist psychological assessment and therapy, offering advice and consultation on service user's psychological care to colleagues from other disciplines, to patients' families and carers. To support the psychological assessment and therapy provided by other clinicians involved with these services, working autonomously within professional guidelines, exercising full clinical responsibility, and implementing changes where necessary.

To work co-operatively with multidisciplinary colleagues to achieve service goals. To contribute to service development.

The post holder will be expected to provide clinical supervision to other psychological services staff which may include some or all of the following: qualified psychologists, trainee and assistant psychologists, child psychotherapists and art therapists or other psychological services staff

The post holder is expected to participate in service development and governance of psychological services practice within Integrated Children's Services.



Respect



Excellence



Integrity

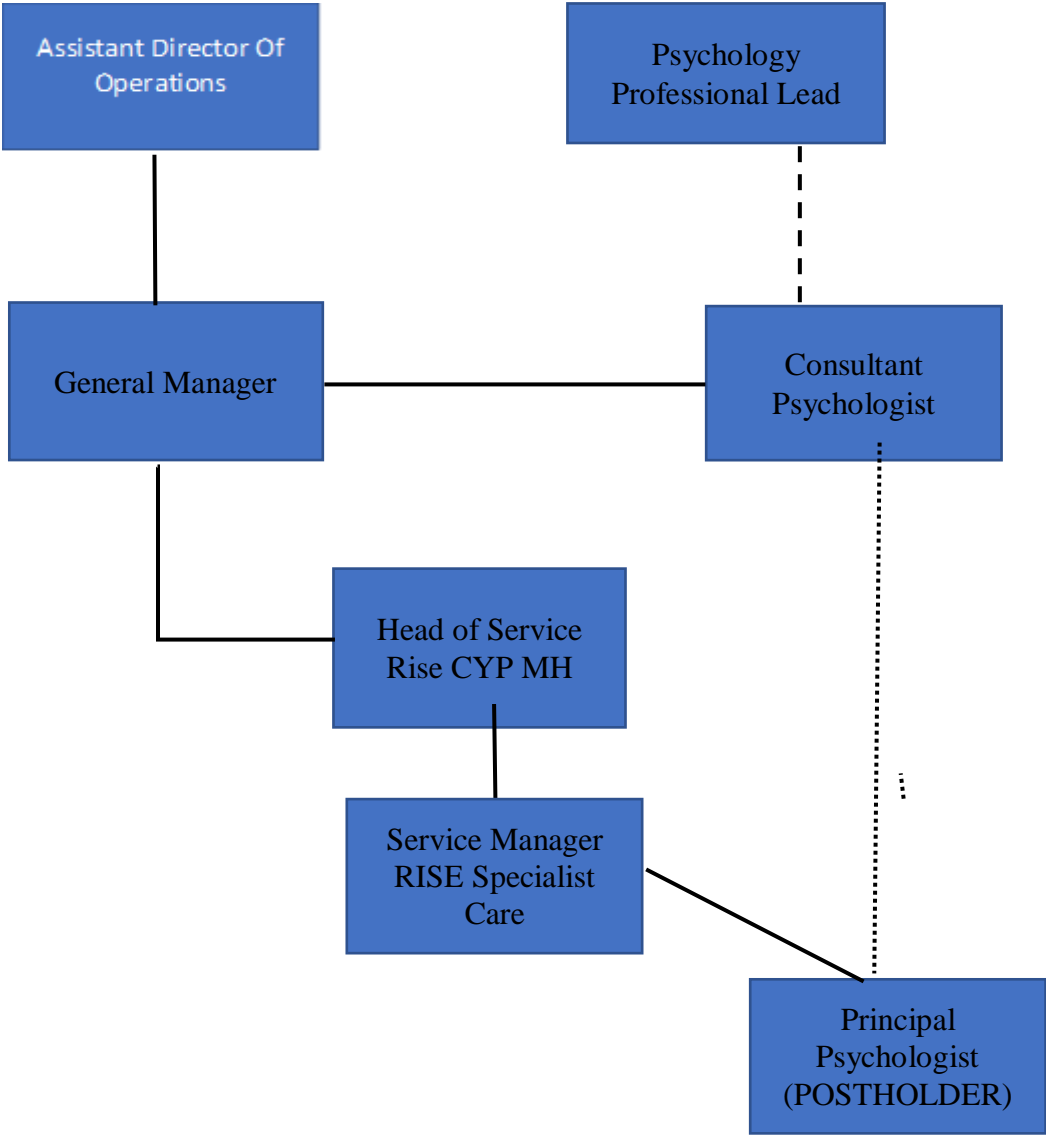


Collaboration



Compassion

ORGANISATIONAL CHART



Line Management —————

Professional Leadership - - - - -

Clinical supervision ······



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MAIN RESPONSIBILITIES OF THE POST

Organisational Values:

	Compassion - We are compassionate, kind and caring to everyone, including people who use our services and people we work with.
	Respect - We are civil and respectful. We celebrate diversity and always appreciate the views of other people.
	Excellence - We always do our best and seek to achieve excellence in all we do. We innovate and try out new things, and when things don't go to plan we embrace this as an opportunity to learn and improve.
	Collaboration - We take pride in involving people and working together as an inclusive team, both within our organisation, and in co-production with people who use our services, carers, partners, local community groups and others.
	Integrity - We do the right thing and people can trust us. We are open, honest and transparent, even when things go wrong.

1. To provide highly specialist psychological assessments and therapy of service users using highly complex psychological data gained from a wide variety of sources.
2. To ensure the systematic provision of a psychological service, including the responsibility to prioritise work appropriately.
3. To use psychological tests (if registered), self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with patients, family members and others involved in the service users' care. To follow up and to re-assess service users when considered appropriate, using approved statistical methods in order to make valid comparisons. To communicate both orally, and in written reports, the content of these investigations and resulting formulations in order to support the work of multi-disciplinary colleagues.
4. To formulate 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 and the nature and levels of social care available.
5. To be responsible for devising and implementing plans for the psychological treatment and/or management of a client's psychological problems based upon appropriate conceptual framework of their problems and employing methods of proven efficacy, across the full range of care settings.



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6. To provide highly specialist psychological advice, guidance, consultation and supervision to other professionals contributing directly to patient's formulation, diagnosis, treatment plans and management. This will include provision of advice and support to facilitate the effective use of psychological treatment by other members of staff where appropriate.
7. To provide advice, supervision, consultation and the dissemination of psychological research and theory. This includes regular attendance at MDTs and service development meetings.
8. To undertake risk assessment and risk management for individual service users and to provide advice to other professions on psychological aspects of risk assessment and risk management.
9. To contribute to the development of services in the locality, reviewing service outcomes, designing and participating in audit, research and clinical governance initiatives and working cooperatively with colleagues to achieve service goals and maximise service effectiveness. This will involve communication with a wide range of clinical and managerial colleagues, within and outside of the Trust.
10. To provide clinical supervision to other psychological services staff which may include some or all of the following: qualified psychologists, child psychotherapists and art therapists, trainee clinical/counselling psychologists on placement, to assistant psychologists, volunteers and other colleagues.
11. To provide clinical placements and supervision to doctoral level trainees
12. To act as the care coordinator as required

Communication

1. To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of service users under their care and to monitor progress.
2. To provide and receive information which is very sensitive, very complex and often contentious and unwelcome, involving a range of service users, carers, multidisciplinary colleagues, managers and voluntary sector colleagues. The setting for communication will often be highly emotive and may be antagonistic, requiring a very high level of interpersonal and communication skill, both verbally and in written communication, explaining, educating and persuading in innovative ways where necessary. This may be in a group setting.



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3. To be proactive in seeking out different methods of communicating with stakeholders to achieve service aims.

Knowledge, Training & Experience

1. Advanced knowledge across range procedures, underpinned by theory and practice. Knowledge of a range of psychological procedures and techniques plus knowledge (acquired through any background i.e. arts or other degree, RMN, psychology, social work, OT, teaching) of specialist therapeutic techniques acquired through professional diploma, advanced diploma / accreditation / registration or further substantial training and accredited clinical supervision plus experience plus management experience; to doctoral or equivalent level.

Analytical and Judgemental Skills / Freedom to Act

1. To produce expert psychological formulations and advice in highly complex clinical situations which will require the combination of a range of complex and sometimes contradictory, unclear or conflicting information and where expert opinion may differ. If appropriate, will assess risks and suitability of service users for individual or group therapy in relevant form, recommending alternative therapies where necessary.
2. To work as an autonomous specialist clinician participating in regular clinical and managerial supervision, working at all times within professional guidelines and adhering to standards set out by the Health Professions Council or equivalent.

Planning and Organisational skills

1. The post holder will prioritise their own work and that of any attached staff, trainees or assistants. They will plan, organise and reorganise complex activities to meet long and short term clinical goals to take into account changes in priorities, and will adjust work programmes to fit changes in urgency of the clinical work which arise. They will contribute to service planning collaboratively with colleagues as required.
2. The post holder will hold caseloads with respect to services that they work within. It will be up to them to plan and prioritise the waiting lists and other tasks that the job will incur e.g. audits, research, supervision of psychological services assistants and doctorate trainees.
3. The post holder will be involved in planning of short, medium term projects such as research, audits and supporting placements of assistants and trainees



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Physical Skills

1. The post holder will have to have good working knowledge of Microsoft Word, Microsoft Excel, Microsoft Power Point & Publisher including standard keyboard skills.
2. Preparation of reports and letters for service users and GPs and other stakeholders. They should be able to type their own reports as necessary for efficient and effective working.
3. They will be able to administer to undertake psychometric assessments and make calculations.
4. They will need to be MAPA trained (to breakaway level) in order to carry out clinical work appropriately and safely.

Responsibility for Patients / Clients

1. The post holder's job will include provision of direct clinical services to clients, families and carers and liaison with other healthcare providers.
2. They will be involved in developing specialist care packages and be involved in training of staff in the process of providing these interventions. They will be involved in monitoring of these packages. The post holder will provide specialist advice regarding care of clients as part of these packages.

Policy and Service Responsibilities

1. To participate in the development of a high quality, responsive and accessible service including advising the team and managers about those aspects of the service where psychological and organisational matters need addressing.
2. To propose and implement changes to policies that affect other multidisciplinary colleagues and services beyond area of expertise.
3. To contribute to the systematic governance of psychological services practice within the specialty/team, including clinical record keeping standards and the transcribing of minutes and records of appropriate meetings.
4. To monitor the quality and quantity of data and implement search strategies for reviewing data and information and summarising the results.



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5. To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific patient group and health services generally.

Responsibility for Financial and Physical Resources

1. No responsibility for budgets.
2. To take responsibility for non-financial resources and equipment associated with the post, advising managerial and secretarial colleagues on any difficulties or shortages in a timely manner.
3. Authorised signatory for small expenses (ie. trainees expenses)

Responsibility for Staff

1. To provide clinical supervision to other psychological services staff which may include some or all of the following: qualified psychologists, child psychotherapists and art therapists, trainee clinical/counselling psychologists on placement, to assistant psychologists, volunteers and other colleagues, including professional and doctoral research supervision, as required.
2. To provide information about the needs of people with physical health conditions in relation to psychological assessment and intervention to medical staff, prequalification psychologists and other health service professionals. To provide advice, consultation and training to staff working with the client group across a range of agencies and settings, where appropriate.
3. To develop skills in the area of professional post-graduate teaching, training and supervision and to provide supervision to the other multidisciplinary colleagues psychological work, as appropriate.
4. Where appropriate, the post holder will provide clinical placements and supervise Doctorate Trainee Clinical Psychologists ensuring that trainees acquire the necessary skill, competencies and experience to contribute effectively to good health care and to contribute to the assessment and evaluation of such competencies within their service remit.

Responsibility for Information

1. To comply with Trust policies and systems of information including standards of record keeping and confidentiality.



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2. To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of the British Psychological Society or equivalent and Trust policies and procedures.

Research and Development

1. To utilise theoretical, evidence-based literature and research to support evidence based practice in individual work and work with other team members.
2. To undertake appropriate research and provide research advice to other staff undertaking research in their own area of work.
3. To initiate and implement complex audits and service evaluation to help develop and improve services to patients and their families.
4. To use their statistical knowledge and skills to undertake research for agreed projects, including responsibility for the research work that the doctoral trainees carry out whilst in placement in this locality.

Physical Effort

1. Travel for community work eg. attending meetings, training etc.
2. Sitting in constrained position for assessment and/or therapy sessions

Mental Effort

1. The post holder will prepare reports, check documents and analyse statistics and carry out calculations. There may be frequent interruptions.
2. The post holder will carry out complex psychological assessments and/or therapy sessions where intense and prolonged concentration is required.

Emotional Effort

1. They will at times have to give unwelcome news about diagnosis and implications of diagnosis. They will also work at times with service users who have palliative care conditions.
2. They will have to type and dictate reports containing highly distressing news and information.



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3. They will have to work with patients and their families, who at times, can be very angry and distressed.
4. They will be involved in therapy that at times will be emotionally demanding on patient's carers and members of staff.

Working Conditions

1. To work autonomously and independently, communicating sensitively and coping effectively with the demands of service users. To work with service users who may also have sensory impairments and/or physical impairments including mobility problems.
2. To inform patients, their families as appropriate and other relevant staff of the findings of assessments and dealing with the adverse reactions and distress this may cause.
3. To work alone in a range of environments with individuals, families, carer's and support staff to provide assessment and intervention, including community settings.
4. To be constantly aware of risk and to assess and manage possible high-risk situations where there may be exposure to verbal, gestural or physical abuse/violence.
5. They will work with people who can be both verbally and physically aggressive and also with people who potentially can be suicidal or display self-harming behaviour.
6. To travel as required in the community to patients' homes and to a variety of other settings to deliver clinical psychological services as necessary.
7. To be able to travel to appointments at other Trust and community locations.
8. To use computers frequently.
9. May come into contact with patients who expose them to bodily liquids and fluids

OTHER DUTIES

1. The Trust embraces the principles of Improving Working Lives and all staff will be required to adhere to the standards laid down in this initiative.



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2. The post holder will be required to take part in an annual performance appraisal, where this job description will be reviewed, and objectives set.
3. The Trust has a No Smoking Policy that prohibits any smoking whilst at work.
4. To follow and adhere to the Trust's Health and Safety Policies and instructions and be responsible for your own and others health and safety in the work place.
5. The post holder is expected to contribute to the creation of a working environment where everyone feels respected, valued and treated with dignity.
6. To contribute to the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes, in consultation with the post holder's professional and service/team manager(s).
7. To ensure the development and articulation of best practice in psychology services across the service, by practising and developing further the skills of a reflexive and reflective scientist practitioner. Take part in regular professional supervision and appraisal and maintain an active engagement with current developments in the field of clinical psychology and related disciplines.

This job description is not exhaustive and may be amended in consultation with the post holder. It should be reviewed whenever major changes have been agreed to the post and should be reviewed as part of the annual appraisal process to ensure it remains an accurate reflection of the duties and responsibilities undertaken by the post holder.

Safeguarding Children and Adults

All Trust staff have a responsibility to ensure the safeguarding of children, young people and vulnerable adults. This includes attending statutory and mandatory training, adhering to local Safeguarding Children and Adults boards' policies and procedures and inter-agency guidance as identified in the Trust's Safeguarding policies and procedures.



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Confidentiality

Personal information and many of the duties of this post are of a confidential nature and disciplinary action will be taken if confidential information is divulged to inappropriate persons.

Data Protection Act

All staff are reminded of their duties and responsibilities as employees under the General Data Protection Regulations (2018) and in particular to ensure that Personal Data is not negligently or unlawfully handled or disclosed to unauthorised persons.

Infection Control

As an employee of Coventry and Warwickshire Partnership Trust you are responsible for protecting yourself and others against the risk of acquiring a Healthcare Associated Infection. All staff, clinical or non-clinical are expected to comply with infection control policies and procedures. You will attend the mandatory infection control training and updates as required by the Trust.

Environmental Issues

The Trust is committed to reducing its impact on the environment by preventing pollution, continually improving its environmental performance which increases the wellbeing of staff and patients. As a member of staff you are expected to adhere to policies to assist the Trust in meeting its environmental and sustainability targets.

Post holder's Signature

Date:

Post holder's Name:

Manager's Signature

Date:

Manager's Name:



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PERSON SPECIFICATION

JOB TITLE: Clinical Psychologist RISE – Band 8b

		HOW MEASURED ? A (Application form) I (Interview)	WEIGHTING 1 – Low 2 – Medium 3 – High
Coventry and Warwickshire Partnership Trust Values	Demonstrable ability to meet the Trust Values  Respect  Excellence  Integrity  Collaboration  Compassion	A/I	3



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Compassion

QUALIFICATIONS	Advanced knowledge across range procedures, underpinned by theory and practice.	A	3
	Knowledge of a range of psychological procedures and techniques plus knowledge (acquired through any background i.e. arts or other degree, RMN, psychology, social work, OT, teaching) of specialist therapeutic techniques acquired through professional diploma, advanced diploma / accreditation / registration or further substantial training and accredited clinical supervision plus experience plus management experience; to doctoral or equivalent level.	A	3
	Additional specialist training	A	3
	Hold current professional registration with a body appropriate to the field.	A	3
	Evidence of continuing professional development as outlined by appropriate professional body	A	3
KNOWLEDGE & SKILLS	Knowledge of the theory and practice of highly specialist assessment methods and therapeutic approaches in relation to the client group.	A & I	3
	Skills in applying this knowledge. Well developed communication skills, suitable to the specialty.	A & I	3
	Experience of team working.	A & I	3
	Experience in providing consultancy to colleagues.	A & I	3



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	Knowledge of legislation in relation to the client group.	A & I	3
	Evidence of continuing professional development.	A & I	3
	Knowledge of research and audit methodology suitable to the job.	A & I	3
	Formal training and/or significant experience in supervision of other psychological services staff including doctoral level trainees	A & I	3
EXPERIENCE	Experience of working with children and young people.	A & I	3
	Experience of working with a range of clients, presenting a range of clinical severity and maintenance of professionalism in challenging circumstances.	A & I	3
	Experience of tailoring psychological assessment and intervention to individual needs.	A & I	3
	Experience of exercising full clinical responsibility for work.	A & I	3
	Experience of teaching, training, and supervising.	A & I	3
PERSONAL ATTRIBUTES (Demonstrable)	Keen to develop innovative and high quality health services for children, young people and families	A & I	3
	Committed to promoting equality in service provision	A & I	3
OTHER (Please specify)	Requirement to travel throughout the area covered by the Trust's services.	A & I	3



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	Requirement to work flexibly	A & I	2
	Willing to undertake DBS (Disclosure & Barring Service) check at Enhanced level	A & I	3



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