

Compliance Team – Health Records

Kestrel House
Hellesdon Hospital
Drayton High Road
Norwich
Norfolk
NR6 5BE

Tel: 01603 421687
Fax: 01603 421411

FOI REQUEST NUMBER 62 2015

Request:

Kindly provide me with information under Freedom of Information Act for the four questions below:

What are the therapeutic frameworks used by the trust when working with complex PTSD with patients who after a stabilisation were deemed ready to engage in trauma processing?

Does the trust employ accredited CBT practitioners and accredited EMDR practitioners in complex care settings?

Is supervision provided by BABCP accredited supervisors and by EMDR consultants in complex care settings?

Does the trust aim at providing treatment and supervision by practitioners with CBT and/or EMDR qualifications or is it sufficient for practitioners to be clinical psychologists to provide treatment and supervision when working with complex PTSD?

Could I have the Trust's Person Specification for candidates who applied for a psychologist's position in complex PTSD settings?

I hope to receive a reply from you within 20 working days from the date of this email.

Response:

Thank you for your recent request under the Freedom of Information Act.

The Trust provides multiple mental health services across many locations within Norfolk and Suffolk. Therefore, we felt that a Trust wide response to your request would provide the most comprehensive information. However due to the differences between secondary mental health services and the services provided by the Wellbeing Services we have provided further detail specifically relating to the Wellbeing Services which are run in both counties by the Trust.

Trust Wide Services (excluding Wellbeing)

What are the therapeutic frameworks used by the trust when working with complex PTSD with patients

who after a stabilisation were deemed ready to engage in trauma processing? **The major therapeutic approaches are available (e.g. CBT and integrative approaches such as Cognitive Analytic Therapy (CAT)).**

Does the trust employ accredited CBT practitioners and accredited EMDR practitioners in complex care settings? **Yes**

Is supervision provided by BABCP accredited supervisors and by EMDR consultants in complex care settings? **Yes – when required**

Does the trust aim at providing treatment and supervision by practitioners with CBT and/or EMDR qualifications or is it sufficient for practitioners to be clinical psychologists to provide treatment and supervision when working with complex PTSD? **Both options are available**

Could I have the Trust's Person Specification for candidates who applied for a psychologist's position in complex PTSD settings? See attached

Wellbeing Services

What are the therapeutic frameworks used by the trust when working with complex PTSD with patients who after a stabilisation were deemed ready to engage in trauma processing? **In the Wellbeing Services across Norfolk and Suffolk (within our IAPT services) we work with PTSD when patients present with mild to moderate impact on functioning and are able to benefit from a relatively brief intervention (most treatment is 8-12 sessions and maximum 20 sessions). We offer trauma focused CBT and EMDR as therapeutic framework. Most cases are not complex PTSD, although we can work with those where an individual has had previous treatment and is now at a stable point to engage and with a discrete focus for the trauma processing.**

Does the trust employ accredited CBT practitioners and accredited EMDR practitioners in complex care settings? **Within the Wellbeing Services all staff providing CBT are CBT accredited practitioners or working towards accreditation. Those offering EMDR in Wellbeing Services have received training in EMDR and work under supervision of more experienced/Consultant EMDR practitioners, they are not yet accredited practitioners.**

Is supervision provided by BABCP accredited supervisors and by EMDR consultants in complex care settings? **In Wellbeing Services all CBT supervisors have had training in supervision, although not all are BABCP accredited supervisors. Some of our EMDR trained staff receive supervision from EMDR consultants.**

Does the trust aim at providing treatment and supervision by practitioners with CBT and/or EMDR qualifications or is it sufficient for practitioners to be clinical psychologists to provide treatment and supervision when working with complex PTSD? **In Wellbeing Services all our CBT treatment and EMDR treatment is supervised by those with CBT and EMDR qualifications (they may also be clinical psychologists who have these additional qualifications)**

Could I have the Trust's Person Specification for candidates who applied for a psychologist's position in complex PTSD settings? – See attached

The Trust provides a complaints procedure to deal with complaints about the Trust's handling of

requests for information. If you feel you need to make a complaint, in the first instance, you should contact a Non-Executive Director via the Chair of the Trust. If you feel you have exhausted our internal complaints procedure, you also have the right and may feel you wish to write to the Information Commissioner who can be contacted on telephone number 01625 545740 or at www.ico.gov.uk.

JOB DESCRIPTION

JOB DETAILS

JOB TITLE:	Clinical Psychologist
GRADE:	Band 8a
WARD/DEPT.	Generic
DIRECTORATE/LOCALITY:	Trustwide
ESSENTIAL QUALIFICATIONS:	<p>Post-graduate doctorate degree (or its equivalent if trained prior to 1996) in clinical psychology, accredited by BPS</p> <p>Ongoing further specialist training/accredited short courses</p> <p>Supervisor training, to be a supervisor of doctoral programme clinical psychology trainees or willing to undertake training</p> <p>Registered as a Practitioner Psychologist with the Health Professions Council (HPC)</p>

ORGANISATIONAL ARRANGEMENTS:

ACCOUNTABLE TO:	<p>Service Manager (operational) Lead Consultant Clinical Psychologist (professional)</p>
REPORTS TO:	<p>Consultant Clinical Psychologist/service manager</p>

RESPONSIBLE FOR:	<p>Providing specialist clinical psychology input to service users, staff and the organisation. Support (and allocate supervision) of newly qualified and unqualified clinical psychology staff within the Service, including trainee clinical psychologists.</p>
------------------	---

ROLE SUMMARY

Provide a high quality specialist clinical psychology service for people with complex mental health problems across the Service.

Work autonomously within professional guidelines and exercise responsibility for the governance of psychological practice within the Service.

Supervise and support the psychological assessment and intervention provided by other psychologists (newly qualified and trainees) and other clinical members of the team who provide psychologically based care and treatment.

Where required, contribute specialist psychological skills and advice with regards to the design and implementation of strategic planning, organisational and service developments, staff training and support initiatives within the Service, NSFT and to other professional organisations.

Undertake specialised clinical work within the Service and with external agencies, which will include assessment, direct and indirect intervention, supervision, training and consultancy. To provide specialist knowledge and consultation to staff at all levels and contribute to their development.

Utilise research and training skills and knowledge for audit, policy and service development, research activity and other programmes within the Service.

Be responsible for accurate mental health clustering of all patients on admission, discharge and at review if applicable.

Ensure all mental health clustering information is passed onto other Trust teams or services on transfer of patients if applicable.

Ensure the accuracy and quality of mental health clustering activity within the team if applicable.

DUTIES AND RESPONSIBILITIES

Clinical

Provision of specialist clinical psychology assessment of individuals, carers and families referred to the Service, using and interpreting complex psychological data from a variety of sources, eg neuropsychological and psychometric assessments, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews, offence analysis.

Formulation and implementation of formal psychological treatment and/or management plans, based upon an appropriate conceptual framework of the patient's problems. Responsible for implementing a range of psychological interventions for patients and, where appropriate, carers and families. To make highly skilled evaluations and decisions about treatment options taking into account theoretical and therapeutic models and highly complex factors concerning historical and developmental processes.

Exercise autonomous professional responsibility for the assessment, treatment and discharge of people whose problems are managed by psychologically based standard care plans under the care of this post holder. To ensure appropriate assessment, formulation and interventions, communicating with the referral agent and others involved with the care on a regular basis.

Provide specialist clinical psychology expertise, knowledge, advice, guidance and consultation to facilitate the effective and appropriate provision of psychological care by all members of the Service clinical team.

Ensure that all members of the Service clinical team have access to psychologically based frameworks for the understanding and care of patients within the service, through the provision of advice and consultation and the dissemination of psychological knowledge, research and theory.

Undertake risk assessment and management for individual patients and to provide specialist clinical psychology advice to other professionals on psychological aspects of risk assessment and management.

Communicate, in a skilled and sensitive manner, information regarding the assessment, formulation and treatment plans of patients. To monitor and evaluate progress during the course of uni- and multi-disciplinary care.

Provide specialist clinical psychology expertise, knowledge and advice on staff support and critical incident stress management for staff within the Service following critical incidents. To also provide the same (where appropriate and as directed by the Consultant Clinical Psychologist) within NSFT and for external agencies.

Discharge statutory social care functions as delegated under section 75 agreement with Norfolk and Suffolk County Councils for Service Users and Carers on behalf of the organisation

To provide appropriate health and social care interventions according to service users recovery goals.

Assess health and social care needs as part of an integrated team, and implement / commission packages of care where appropriate.

Teaching & Training

Provide clinical supervision for trainee clinical psychologists from the University of East Anglia or other Universities, ensuring trainees acquire the necessary skills, competencies and experience to contribute effectively to good mental health care.

Provide post-qualification clinical supervision to recently qualified psychologists.

Provide advice, consultation, training and supervision to other members of the Service clinical team regarding psychologically based assessment and intervention.

Maintain and develop skills in the area of professional pre- and post-graduate training and clinical supervision. Where appropriate, provide advice, consultation and training to other staff and agencies working with the Service patient group.

Management, Recruitment, Policy & Service Development

Highlight areas of need and participate (where appropriate and as directed by the Consultant Clinical Psychologist or service manager) in strategic planning and organisational development projects within the Service.

Exercise delegated responsibility for managing psychological resources, in the form of psychological materials used in the assessment and treatment of patients.

Participate (where appropriate and as directed by the Consultant Clinical Psychologist) in Service staff recruitment, both in the short-listing process and as a member of interview panels for psychology assistants and other disciplines.

Research & Service Evaluation

Involvement in the evaluation, monitoring and development of Service operational policies, through the deployment of professional skills in research, evaluation and audit and ensuring that psychological frameworks for understanding and provision of high quality care are utilised.

Use theory, evidence-based literature and research to support evidence based practice in individual work and work with other clinical team members. To be involved in appropriate research and provide specialist advice to other staff undertaking research.

Undertake personal research as a major job requirement.

ICT Responsibilities

Use information communication technology and computers in day to day work in order to facilitate more effective communication and presentation of information. This includes, word-processing, e-mail communication, electronic care record systems, clinical information sharing, multi-media presentation and teaching.

General

Ensure the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes.

Ensure the development of best practice in psychology within the Service and contribute across the service by utilising the skills of a reflexive and reflective scientist practitioner, taking part in regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of clinical psychology and related disciplines.

Maintain and promulgate high 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 and Trust policies and procedures.

Maintain up to date knowledge of legislation, national and local policies and issues in relation to the specific patient group and mental health.

SPECIFIC CLAUSES

REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

SUPERVISORY RESPONSIBILITIES

Clinical supervision of newly qualified clinical psychologists, trainee and psychology assistants. Specialist clinical psychology supervision for other members of the multi-disciplinary clinical team within the Service and other professionals / agencies within the wider NHS and professional community.

RISK MANAGEMENT/ HEALTH & SAFETY

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

RECORDS MANAGEMENT

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post

SUSTAINABILITY

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

SAFEGUARDING

Clinical.

The NSFT expects all practitioners to act in accordance with statutory and local policies regarding recognition, reporting, information sharing, record keeping and joint working in relation to the Safeguarding of Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

CONFIDENTIALITY

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

This job description is an outline and account of the main duties required to carry out the post. It will be reviewed periodically to reflect changes and developments in service requirements. The post holder is advised that they have a responsibility to ensure they are familiar with their terms and conditions of service detailed in the contract of employment.

Agreed and Signed: _____ Manager

_____ Post Holder

DATE:

PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills and knowledge, personal attributes, interests and other attributes necessary for the post holder to perform the job to a satisfactory level.

JOB TITLE:

Clinical Psychologist - 8a

	ESSENTIAL Without which the post holder could not be appointed	DESIRABLE Extra qualities that can be used to choose between candidates with all essential criteria	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Post-graduate doctorate degree (or its equivalent if trained prior to 1996) in clinical psychology, accredited by BPS</p> <p>Ongoing further specialist training/accredited short courses</p> <p>Supervisor training, to be a supervisor of doctoral programme clinical psychology trainees or willing to undertake training</p> <p>Registered as a Practitioner Psychologist with the Health Professions Council (HPC)</p>	<p>Evidence of CPD in one or more additional specialised areas of psychological practice</p> <p>Theory and practice of specialised psychological interventions (assessment and / or therapies)</p>	<p>Certificates</p> <p>Course Attendance</p>

<p>EXPERIENCE</p>	<p>Working as a qualified clinical psychologist (Band 7) and able to evidence appropriate knowledge and experience in practice to enable the post holder to clinically supervise trainee clinical psychologist</p>	<p>Representing psychology within MDT setting (clinical and organisational contexts)</p> <p>Clinical work in a setting relevant to the post.</p>	<p>Application form</p> <p>Interview</p> <p>References</p>
	<p>Working with a wide variety and severity of patient groups & clinical problems, in various settings, including maintaining a high degree of professionalism in the face of highly emotive and distressing problems.</p> <p>Working with a range of complex and challenging behaviours and exercising full clinical responsibility for psychological treatment.</p> <p>Supervision and teaching.</p>		

SKILLS	<p>Skilled in the use of complex methods of psychological assessment, intervention and management.</p> <p>Well developed communications skills (oral and written)</p> <p>Able to effectively communicate technical and clinically sensitive information to patients, families, carers and other professionals, within and outside NHS.</p>		<p>Application form</p> <p>Interview</p> <p>References</p>
	<p>Skills in consultation to professional and non-professional groups.</p> <p>Skills in training and supervision.</p> <p>Skills in creating and delivering presentations and training programmes.</p> <p>Skills in neuropsychological assessment.</p>		
KNOWLEDGE	<p>Doctor level knowledge of research design and methodology, including complex multivariate data analysis.</p> <p>Mental health legislation within specialist clinical context.</p> <p>Evidence of CPD as recommended by BPS</p>	<p>Well-developed knowledge of theory and practice of specialised psychological intervention and assessment in specialist clinical settings and patient groups.</p>	<p>Application form</p> <p>Interview</p> <p>References</p>

OTHER (Please specify)	Able to indentify, provide and promote appropriate support strategies to carers and staff exposed to highly distressing situations and challenging behaviours.	Working within a multicultural framework.	Application form Interview Document check
	Able to use multi-media materials for presentations in public, professional and academic settings.	Providing specific support intervention and strategy for staff.	
	Able to travel independently		

JOB DESCRIPTION SUPPLEMENTARY INFORMATION

POST TITLE:	Clinical Psychologist - 8a
WARD/DEPT:	Generic
DATE COMPLETED:	July 2010

Please indicate in the boxes whether the post holder will be expected to work in or be directly exposed to the following factors:

WORKING CONDITIONS:

	YES	NO		YES	NO
1. Inclement weather	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Extreme Temperatures	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Unpleasant smells	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Noxious Fumes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Excessive noise/vibration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Continuous use of VDU equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Unpleasant substances. Non household waste	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Infectious material	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Body Fluids, Faeces/Vomit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10. Dust/Dirt	<input type="checkbox"/>	<input checked="" type="checkbox"/>

11. Humidity		X
13. Driving/Being Driven (normal conditions)		X
15. Fleas/Lice/Infestation		X
17. Dangerous Chemicals. Substances (uncontained)		X
19. Exposure to physical aggression (little/no support)	X	

12. Contaminated equipment/work area		X
14. Driving/Being Driven (emergency conditions)		X
16. Dangerous Chemicals. Substances in containers		X
18. Exposure to verbal aggression (little/no support)	X	

Each YES response requires completion in 'Further Information' Section

PHYSICAL EFFORT

	YES	NO		YES	NO
1. Working in uncomfortable conditions		X	2. Working in physically cramped conditions		X
3. Making repetitive movements		X	4. Lifting weights/equipment without mechanical aid		X
5. Climbing or crawling		X	6. Manipulating objects		X
7. Manual Digging		X	8. Running		X
9. Standing/sitting with limited scope for movement		X	10. Kneeling, crouching, twisting, bending, stretching		X
11. Walking for long periods		X	12. Heavy duty cleaning		X
13. Pushing/pulling trolleys or similar equipment		X	14. Working at heights		X
15. Controlled restraint i.e. in post requiring training/certification	X				

Each YES response requires completion in 'Further Information' Section

EMOTIONAL EFFORT

	YES	NO
1. Processing (e.g. typing/transmitting) news of highly distressing events.	X	
2. Giving unwelcome news to patients/clients/carers/staff	X	
3. Caring for the terminally ill.		X
4. Dealing with difficult situations/circumstances.	X	
5. Designated to provide emotional support to front line staff.	X	
6. Communicating life-changing events.	X	
7. Dealing with people with challenging behaviour.	X	
8. Attending scenes of accidents.		X

Each YES response requires completion in 'Further Information' Section

MENTAL EFFORT

	YES	NO
1. Carry out formal student/trainee assessments	X	
2. Carry out clinical/social care interventions.	X	
3. Analyse statistics.	X	
4. Operate equipment/machinery.		X
5. Give evidence in court/tribunal/formal hearings	X	
6. Attend meetings. (if yes, describe role in 'Further Information)	X	
7. Carry out screening tests/microscope work.	X	
8. Prepare detailed reports	X	
9. Check documents	X	
10. Drive a vehicle.		X
11. Perform calculations.	X	
12. Make clinical diagnoses	X	
13. Carry out non-clinical faultfinding.		X

Each YES response requires completion in 'Further Information' Section

FREEDOM TO ACT

	YES	NO
1. Does the post holder generally work without close supervision	X	
2. Does the post holder work without direct access to a manager	X	
3. Does the post holder work without access to a manager by telephone		X
4. Is the post holder the specialist in their field		X

How often on average does the post holder give guidance and advice to others:

Daily: Weekly:

Other frequency (please comment)

How often is the post holder's work checked/monitored/assessed?

Daily: Weekly:

Other frequency (please comment)

In common with all clinical psychologists, receives regular clinical supervision (in accordance with NSFT policy and good practice guidelines). This includes monthly supervision with an experienced Clinical Psychologist and case reviews / work related issues in regular professional meeting. Also, regular informal support structure and contact with other psychologists (including Consultant Clinical Psychologist). Annual appraisal and six monthly review with Consultant Clinical Psychologist.

FURTHER INFORMATION: Please enter here details of YES responses in the preceding sections.

Element (e.g. mental effort)	Ref No	Details of frequency and intensity
Working Conditions	6	Daily, regular use of computer and VDU for long periods, e.g. report writing, e-mail, work preparation, R&D activity.
	18 & 19	Work with challenging behaviours (involves permanent risk of verbal & physical aggression). In 1:1 or group sessions, direct, & immediate support minimal and alarm is raised by psychologist.
Physical Effort	15	May be required to complete full prevention & management of aggression course and annual refresher (full physical intervention training). May be required to use physical intervention on wards if required, as part of clinical team.
Emotional Effort	1	Reports, patient contact & case discussion routinely involves areas such as serious mental illness, self-harm & suicide, violence (including homicide), trauma & traumatic stress, abuse (child & adult), sex offending, risk assessment, bereavement.
	2	Regular discussion of patient restrictions, security issues, traumatic events, patient difficulties, which has significant potential for conflict
	4	Regular exposure to critical incidents, e.g. patient traumas, episodes of emotional distress, violent incidents, self-harm
	5	Constant provision of support & supervision to staff (all disciplines). Also provide post-incident support, critical incident stress management & debriefing for staff in Service, Trust, wider NHS & other agencies
	6	Contact with patients, staff & carers life events, e.g. family rejection, abuse, MHA detention & restrictions, illness disability
	7	Daily contact with challenging behaviour (aggression, self-harm, illness chronicity, psychological & behavioural problems) in patients. Challenges also from within staff group & organisation
Mental Effort		Frequent requirement for intense concentration in activities
	1	Assessment of trainee clinical psychologists & their work
	2	Responsible for clinical psychology interventions for patients / carers.
	3	Analysis of statistics as part of R&D activities, literature reviews & reading
	5	Presents specialist opinion & evidence to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court context.
	6	Attend many intra- & inter-agency meetings, clinical & organisational issues
	7	Carry out highly specialist & complex psychometric assessments.
	8	Responsible for specialist written reports to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court.
	9	Checks case note / clinical material, formal policy & protocol documents.

	11	Calculations required for statistical & numerical analysis aspect of R&D activity, including supervision & advice for other staff
	12	Use of clinical diagnosis & case formulation on a daily basis, may involve direct contact with patient or as part of staff supervision and advice.
Freedom to Act	1	Is self-directed and follows occupational & professional practice guidelines, on daily basis. Uses Consultant Clinical Psychologist as reference guidance point where necessary
	2	No direct access to manager if engaged in work away from main service site.

Member of Staff to whom this document relates:

Date Completed:

Review Date:

DISTRIBUTION: One copy to member of staff, one copy to personal file
Please ensure Job Description is agreed and signed by both manager and employee

JOB DESCRIPTION

JOB DETAILS

JOB TITLE:	Clinical Psychologist - 8b
GRADE:	8b
WARD/DEPT.	Generic
DIRECTORATE/LOCALITY:	Trustwide
ESSENTIAL QUALIFICATIONS:	<p>Doctoral level qualification in Clinical Psychology as recognised by the BPS (or equivalent)</p> <p>Registered as a Practitioner Psychologist with the Health Professions Council (HPC)</p>

ORGANISATIONAL ARRANGEMENTS:

ACCOUNTABLE TO:	<p>Service Manager (operational)</p> <p>Lead Consultant Psychologist (professional)</p>
REPORTS TO:	<p>Consultant Clinical Psychologist/ Service Manager / LIDTS</p>

RESPONSIBLE FOR:	<p>Providing specialist clinical psychology input to the service, staff and organisation.</p> <p>Support and allocated supervision of qualified and unqualified clinical psychology staff within the Service and wider locality/service.</p> <p>Responsible for doctoral trainee clinical psychologists on placement.</p>
------------------	---

ROLE SUMMARY

Ensure the systematic provision of high quality specialist clinical psychology input to clients of the relevant service.

Supervise and support the psychological assessment, formulations and therapy provided by other psychologists and other clinical members of the team who provide psychologically based care and treatment.

Liase with other service providers both internal and external to the Trust

Work autonomously within professional guidelines and within the overall strategic framework of NSFT. To exercise responsibility for the systematic governance of psychological practice within the service/team.

Utilise research skills for audit, policy and service development and research.

Contribute to the ongoing development of the service by prioritising and overseeing the ongoing work of projects that require specialist psychological skills and advice. To contribute more generally to organisational and service developments, staff training and support initiatives both within the service, NSFT and to other professional organisations.

Provide teaching and training both internal and external to the Trust.

Be responsible for accurate mental health clustering of all patients on admission, discharge and at review if applicable.

Ensure all mental health clustering information is passed onto other Trust teams or services on transfer of patients if applicable.

Ensure the accuracy and quality of mental health clustering activity within the team if applicable.

DUTIES AND RESPONSIBILITIES

Clinical:

Provide comprehensive specialist psychological assessments of complex clients within the service. This includes the appropriate use, interpretation and integration of complex psychological data from a variety of sources including psychological and neuropsychological 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 service user's care.

Identify the nature, severity and complexity of service users' mental health problems. To advise both service users and members of the team on the appropriate management of those problems, enabling referral to other services where appropriate.

Lead on psychological formulations for clients to inform treatment and management plans.

Undertake risk assessment and risk management for individual service users and to provide advice to other colleagues on psychological aspects of risk assessment and management, including the risk of self-harm.

Provide specialist psychological advice, guidance and consultation to other colleagues contributing directly to a service user's formulation, diagnosis and treatment plan. This will be through the provision of advice and consultation and the dissemination of psychological research and theory.

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, couple or family.

Exercise autonomous professional responsibility for the efficiency of all aspects of the clinical psychology service provided.

Communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of service users. To monitor and evaluate progress during the course of care.

Discharge statutory social care functions as delegated under section 75 agreement with Norfolk and Suffolk County Councils for Service Users and Carers on behalf of the organisation.

Provide appropriate health and social care interventions according to service users recovery goals

Assess health and social care needs as part of an integrated team, and implement/commission packages of care where appropriate.

Teaching, Training and Supervision:

In common with all clinical psychologists, to receive regular clinical supervision in accordance with good practice guidelines.

Take part in regular internal continuing professional development and participate in CPD, which is linked to appraisal goals.

Provide professional and clinical supervision to assistant, graduate or other clinical psychologists as agreed with the Consultant Clinical Psychologist.

Provide placements and clinical supervision for trainee clinical psychologists from the University of East Anglia, ensuring trainees acquire the necessary skills, competencies and experience to contribute effectively to good mental health care.

Provide teaching and training and contribute to the development of staff working within the service. To develop appropriate training programmes as appropriate.

Management, Recruitment and Policy and Service Development:

Responsible for advising both service and professional management on those aspects of the service where psychological and or organisational matters need addressing.

Contribute to local policy and service development. To prioritise and manage those projects with a focus on psychological skills and approaches.

Manage the workloads of any attached assistant and/or graduate psychologists, within the framework of the team policies and procedures.

Exercise delegated responsibility for managing the psychological resource in the form of psychological materials employed in the assessment and treatment of service users.

Research and Service Evaluation:

Utilise theory, evidence-based literature and research to support evidence based practice in own work and working with others in the Trust.

Be involved in appropriate research and provide specialist advice to other staff undertaking research.

Participate in the development, evaluation and monitoring of the service through the deployment of professional skills in research, service evaluation and audit.

Undertake personal research as a major job requirement.

Information Communications Technology

Use information technology and computers in day to day work in order to facilitate more effective communication and presentation of information. This includes, word-processing, e-mail communication, electronic care record systems, clinical information sharing, multi-media presentations and teaching.

General

Ensure the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes.

Maintain and promote the highest standards of clinical record keeping including 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, the Health Professions Council and Trust policies and procedures.

Maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.

SPECIFIC CLAUSES

REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

SUPERVISORY RESPONSIBILITIES

Clinical supervision of qualified clinical psychologists, trainee and assistant psychologists. Specialist supervision for other members of the multi-disciplinary team within the Service and other professionals/agencies within the wider NHS and professional community.

RISK MANAGEMENT/ HEALTH & SAFETY

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

FLEXIBILITY

You are expected to be flexible in the duties you carry out and the Trust reserves the right to vary your duties from time to time in line with service needs and as commensurate with your Pay Band. You may, therefore, be required, during the course of your employment, to work in a different location and/or to carry out alternative duties consistent with your status, role, knowledge and experience, taking account of any professional registration and/or qualification requirements, and which are commensurate with your Pay Band; this may include a temporary or longer term transfer to work within a different Locality or Service. Arrangements under your Terms and Conditions of Service and Trust policies will apply.

RECORDS MANAGEMENT

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post

SAFEGUARDING

Clinical.

The NSFT expects all practitioners to act in accordance with statutory and local policies regarding recognition, reporting, information sharing, record keeping and joint working in relation to the Safeguarding of Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

SUSTAINABILITY

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

CONFIDENTIALITY

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

This job description is an outline and account of the main duties required to carry out the post. It will be reviewed periodically to reflect changes and developments in service requirements. The post holder is advised that they have a responsibility to ensure they are familiar with their terms and conditions of service detailed in the contract of employment.

Agreed and Signed: _____ Manager

_____ Post Holder

DATE:

PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills and knowledge, personal attributes, interests and other attributes necessary for the post holder to perform the job to a satisfactory level.

JOB TITLE:

Clinical Psychologist - 8b

	ESSENTIAL Without which the post holder could not be appointed	DESIRABLE Extra qualities that can be used to choose between candidates with all essential criteria	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Post graduate doctoral level training in clinical psychology, or its equivalent, including eligibility for chartered status with the BPS.</p> <p>Further post-qualification, post graduate training in one or more additional specialised areas of psychological practice</p> <p>Registered as a Practitioner Psychologist with the HPC</p>	Evidence of CPD in one or more additional specialised areas of psychological practice.	<p>Certificates</p> <p>Course Attendance</p>
EXPERIENCE	Specialist complex psychological	Working in the relevant service to	Application form

	<p>assessment and treatment of people with a wide range of mental health problems, of varying severity and complexity</p> <p>Relevant experience in service area</p> <p>Application of psychology in different cultural contexts.</p> <p>Extensive experience of working as a qualified clinical psychologist and evidence of specialist knowledge gained through practice and on going training</p> <p>Working with a wide variety of client groups and presenting problems including maintaining a high degree of professionalism in the face of highly emotive and distressing problems</p> <p>Teaching, training and delivering clinical supervision</p>	<p>support specialist knowledge</p> <p>Representing psychology within MDT setting (clinical and organisational contexts)</p>	<p>Interview</p> <p>References</p>
<p>SKILLS AND KNOWLEDGE</p>	<p>Use of complex methods of psychological assessment, intervention and management.</p>	<p>Production of reports suitable for public presentations and</p>	<p>Application form</p> <p>Interview</p>

	<p>Well-developed knowledge of the theory and practice of specialised psychological therapies in difficult to treat groups (eg personality disorder, dual diagnoses, people with additional disabilities etc)</p> <p>Practitioner level knowledge of at least two models of psychological therapy</p> <p>Assessment, evaluation and management of risk associated with mental ill health and related psychopathology</p> <p>Well developed skills in the ability to communicate effectively complex, highly technical and clinically highly sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS</p> <p>Providing consultation to other professional and non-professional groups</p> <p>Evidence of continuing professional development as recommended by the BPS</p> <p>Legislation and its implication for clinical practice and the appropriate management of people presenting with mental health problems</p> <p>Creating and delivering presentations and training programmes in line with specialist knowledge</p>	<p>presentation in a medico-legal setting</p> <p>High-level knowledge in the assessment and evaluation of psychological therapies</p>	<p>References</p>
--	---	---	--------------------------

<p>OTHER (Please specify)</p>	<p>Commitment to continuing professional development, to partnership working and to reflective clinical practice</p> <p>Capacity to exercise careful clinical judgement whilst having the ability to work with and to hold the stress of others in the work setting</p> <p>Ability to identify, and employ, appropriate clinical governance mechanisms for the support and maintenance of clinical practice</p> <p>Able to travel independently</p>	<p>Working within a multicultural framework</p> <p>Providing specific support intervention & strategy for staff</p>	<p>Application form</p> <p>Interview</p> <p>References</p> <p>Document check</p>
--	---	---	--

JOB DESCRIPTION SUPPLEMENTARY INFORMATION

POST TITLE:	Clinical Psychologist - 8b
WARD/DEPT:	Trustwide
DATE COMPLETED:	30/07/2012

Please indicate in the boxes whether the post holder will be expected to work in or be directly exposed to the following factors:

WORKING CONDITIONS:

	YES	NO		YES	NO
1. Inclement weather		X	2. Extreme Temperatures		X
3. Unpleasant smells		X	4. Noxious Fumes		X
5. Excessive noise/vibration		X	6. Continuous use of VDU equipment	X	
7. Unpleasant substances. Non household waste		X	8. Infectious material		X
9. Body Fluids, Faeces/Vomit		X	10. Dust/Dirt		X
11. Humidity		X	12. Contaminated equipment/work area		X
13. Driving/Being Driven (normal conditions)		X	14. Driving/Being Driven (emergency conditions)		X
15. Fleas/Lice/Infestation		X	16. Dangerous Chemicals. Substances in containers		X
17. Dangerous Chemicals. Substances (uncontained)		X	18. Exposure to verbal aggression (little/no support)	X	
19. Exposure to physical aggression (little/no support)	X				

Each YES response requires completion in 'Further Information' Section

PHYSICAL EFFORT

	YES	NO		YES	NO
1. Working in uncomfortable conditions		X	2. Working in physically cramped conditions		X
3. Making repetitive movements		X	4. Lifting weights/equipment without mechanical aid		X
5. Climbing or crawling		X	6. Manipulating objects		X
7. Manual Digging		X	8. Running		X
9. Standing/sitting with limited scope for movement		X	10. Kneeling, crouching, twisting, bending, stretching		X
11. Walking for long periods		X	12. Heavy duty cleaning		X
13. Pushing/pulling trolleys or similar equipment		X	14. Working at heights		X
15. Controlled restraint i.e. in post requiring training/certification	X				

Each YES response requires completion in 'Further Information' Section

EMOTIONAL EFFORT

	YES	NO
1. Processing (e.g. typing/transmitting) news of highly distressing events.	X	
2. Giving unwelcome news to patients/clients/carers/staff	X	
3. Caring for the terminally ill.		X
4. Dealing with difficult situations/circumstances.	X	
5. Designated to provide emotional support to front line staff.	X	
6. Communicating life-changing events.	X	
7. Dealing with people with challenging behaviour.	X	
8. Attending scenes of accidents.		X

Each YES response requires completion in 'Further Information' Section

MENTAL EFFORT

	YES	NO
1. Carry out formal student/trainee assessments	X	
2. Carry out clinical/social care interventions.	X	
3. Analyse statistics.	X	
4. Operate equipment/machinery.		X
5. Give evidence in court/tribunal/formal hearings	X	
6. Attend meetings. (if yes, describe role in 'Further Information')	X	
7. Carry out screening tests/microscope work.	X	
8. Prepare detailed reports	X	
9. Check documents	X	
10. Drive a vehicle.		X
11. Perform calculations.	X	
12. Make clinical diagnoses	X	
13. Carry out non-clinical faultfinding.		X

Each YES response requires completion in 'Further Information' Section

FREEDOM TO ACT

	YES	NO
1. Does the post holder generally work without close supervision	X	
2. Does the post holder work without direct access to a manager	X	
3. Does the post holder work without access to a manager by telephone		X
4. Is the post holder the specialist in their field		X

How often on average does the post holder give guidance and advice to others:

Daily: Weekly:

Other frequency (please comment)

How often is the post holder's work checked/monitored/assessed?

Daily: Weekly:

Other frequency (please comment)

In common with all clinical psychologists, receives regular clinical supervision (in accordance with NSFT policy and good practice guidelines). This includes monthly supervision with an experienced Clinical Psychologist and case reviews / work related issues in regular professional meeting. Also, regular informal support structure and contact with other psychologists (including Consultant Clinical Psychologist). Annual appraisal and six monthly review with Consultant Clinical Psychologist.

FURTHER INFORMATION: Please enter here details of YES responses in the preceding sections.

Element (e.g. mental effort)	Ref No	Details of frequency and intensity
Working Conditions	6	Daily, regular use of computer and VDU for long periods, e.g. report writing, e-mail, work preparation, R&D activity.
	18 & 19	Work with challenging behaviours (involves permanent risk of verbal & physical aggression). In 1:1 or group sessions, direct, & immediate support minimal and alarm is raised by psychologist.
Physical Effort	15	May be required to complete full prevention & management of aggression course and annual refresher (full physical intervention training). May be required to use physical intervention on wards if required, as part of clinical team.
Emotional Effort	1	Reports, patient contact & case discussion routinely involves areas such as serious mental illness, self-harm & suicide, violence (including homicide), trauma & traumatic stress, abuse (child & adult), sex offending, risk assessment, bereavement.
	2	Regular discussion of patient restrictions, security issues, traumatic events, patient difficulties, which has significant potential for conflict
	4	Regular exposure to critical incidents, e.g. patient traumas, episodes of emotional distress, violent incidents, self-harm
	5	Constant provision of support & supervision to staff (all disciplines). Also provide post-incident support, critical incident stress management & debriefing for staff in Service, Trust, wider NHS & other agencies
	6	Contact with patients, staff & carers life events, e.g. family rejection, abuse, MHA detention & restrictions, illness disability
	7	Daily contact with challenging behaviour (aggression, self-harm, illness chronicity, psychological & behavioural problems) in patients. Challenges also from within staff group & organisation
Mental Effort		Frequent requirement for intense concentration in activities
	1	Assessment of trainee clinical psychologists & their work
	2	Responsible for clinical psychology interventions for patients / carers.
	3	Analysis of statistics as part of R&D activities, literature reviews & reading
	5	Presents specialist opinion & evidence to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court context.
	6	Attend many intra- & inter-agency meetings, clinical & organisational issues
	7	Carry out highly specialist & complex psychometric assessments.
	8	Responsible for specialist written reports to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court.
	9	Checks case note / clinical material, formal policy & protocol documents.
	11	Calculations required for statistical & numerical analysis aspect of R&D activity, including supervision & advice for other staff

	12	Use of clinical diagnosis & case formulation on a daily basis, may involve direct contact with patient or as part of staff supervision and advice.
Freedom to Act	1	Is self-directed and follows occupational & professional practice guidelines, on daily basis. Uses Consultant Clinical Psychologist as reference guidance point where necessary
	2	No direct access to manager if engaged in work away from main service site.

Member of Staff to whom this document relates:

Date Completed:

Review Date:

DISTRIBUTION: One copy to member of staff, one copy to personal file
Please ensure Job Description is agreed and signed by both manager and employee

JOB DESCRIPTION

JOB DETAILS

JOB TITLE:	Consultant Clinical Psychologist (or) Lead Clinical Psychologist
GRADE:	Band 8c
WARD/DEPT.	Trustwide
DIRECTORATE/LOCALITY:	Locality or Specialist Service
ESSENTIAL QUALIFICATIONS:	Training in clinical psychology, at post-graduate doctoral level, as accredited the BPS (British Psychological Society) or equivalent Registration with the Health Professions Council as a Practitioner Psychologist.

ORGANISATIONAL ARRANGEMENTS:

ACCOUNTABLE TO:	Locality/Specialist Service Operations Manager
REPORTS TO:	Locality Operations Manager / Lead Consultant Psychologist / LIDTS
RESPONSIBLE FOR:	Clinical leadership and supervision for qualified and unqualified psychology & psychological therapies staff employed within the Locality / Specialist Service.

ROLE SUMMARY

<p>To provide clinical and operational leadership in relation to clinical psychology, psychotherapy and psychological approaches within a Locality or Specialist Service.</p> <p>To work in partnership with the Lead Consultant Psychologist, locality Lead Clinician and Service/Operational Managers to support clinical engagement, leadership, quality, safety, service user experience and service development within a specified service area.</p> <p>To provide highly specialist psychological advice, knowledge and skills with regard to service strategy, design and implementation, organisational developments, staff training and support initiatives within Norfolk and Suffolk NHS Foundation Trust Localities and Specialist Services.</p>
--

The post holder will be expected to contribute to cross-locality/service initiatives and also hold a portfolio of specialist areas of interest, contributing to service developments, governance and quality for the Trust as a whole.

To provide input to other professional organisations where appropriate. To work autonomously within professional guidelines and exercise responsibility for the governance of psychological practice.

To ensure effective systems are in place for the clinical leadership and professional supervision of other clinical psychologists and psychological therapies. To facilitate the continuing professional development of all clinical psychologists within the Trust, in line with professional and clinical governance requirements.

To undertake highly specialised and complex clinical work (direct and indirect intervention) within the Trust and in collaboration with external agencies. To provide specialist knowledge and consultation to staff and the organisation.

To utilise specialist research and training skills and knowledge for audit, policy and service development, research activity and other programmes. To have a key role in supporting the development of research within the Locality / Specialist Service / Service Line.

To be responsible for accurate mental health clustering of all patients on admission, discharge and at review if applicable.

To ensure all mental health clustering information is passed onto other Trust teams or services on transfer of patients if applicable.

To ensure the accuracy and quality of mental health clustering activity within the team if applicable.

DUTIES AND RESPONSIBILITIES

Clinical Leadership

To work in partnership with the Lead Consultant Psychologist, locality Lead Clinician and Service/Operational Manager to support clinical engagement, leadership, quality, safety, service user experience and service development.

To provide guidance and leadership for the development of psychologically based approaches across all service lines managed within the Locality or Specialist Service. To lead and implement, in collaboration with the Lead Consultant Psychologist, Lead Clinician and Service Managers, changes to the delivery of psychological therapies and psychological based approaches within the Locality/Specialist Service and Service Lines.

To ensure a high quality specialist clinical psychology service and psychological interventions for service users and their carers.

Responsible for implementing a range of highly specialist psychological interventions for service users and, where appropriate, carers and families.

To exercise autonomous professional responsibility for the assessment, treatment and discharge of patients whose problems are managed by psychological interventions.

To ensure appropriate assessment, formulation and interventions, communicating with the referral agent and others involved with the care on a regular basis. To communicate information concerning the assessment, formulation and treatment plans of service users in a highly skilled and sensitive manner

To provide highly specialist psychological expertise, knowledge, advice, guidance and consultation, across all service lines managed within the Locality or Specialist Service. To provide similar to other professionals and agencies where appropriate.

To ensure that all staff within the Locality/Specialist Service have access to psychologically based frameworks for the understanding and care of service users, through the provision of advice and consultation and the dissemination of psychological knowledge, research and theory.

To contribute to the assessment and management of risk. Contribute to the development of positive risk assessment and management practice and procedures within the Locality/Specialist Service.

To support the wellbeing of staff within the Locality/Specialist Service through the provision of specialist psychological expertise and advice on occupational stress, staff support and critical incident stress management.

To discharge statutory social care functions as delegated under section 75 agreement with Norfolk/Suffolk County Council for Service Users and Carers on behalf of the organisation.

To provide appropriate health and social care interventions according to service users recovery goals

To assess health and social care needs as part of an integrated team, and implement/commission packages of care where appropriate.

Strategic Leadership

To work collaboratively with the Lead Consultant Psychologist, Service Managers and other senior clinicians in the development and implementation of a strategy within the Locality / Specialist Service.

To participate as a senior clinician in the development of high quality, responsive and accessible services for service users, carers and families within the Locality/Specialist Service, including advising both professional and service management on those aspects of the service where psychological and/or organisational matters need addressing.

To interpret national and local guidelines and priorities and to ensure that the provision of clinical psychology and psychotherapy within the Locality/Specialist Service operates within these.

To facilitate in collaboration with the Lead Consultant Psychologist, Lead Clinician and service managers the effective delivery of commissioned services and support partnership working with stakeholders.

To contribute to cross-locality developments and Trust wide service development, quality, governance and organisational initiatives as invited and appropriate.

To support workforce planning, recruitment and staff development within the Locality/Specialist Service. To advise and participate in appropriate professional psychology recruitment and participate, where required and appropriate, in the recruitment of other disciplines within localities, specialist services and service lines.

To contribute to Trust-wide or external projects and initiatives, appropriate to the role, in collaboration with the Lead Consultant Psychologist and Locality Operations Manager.

To actively support the Trust's Education and Training Department in the provision of training for psychological interventions by providing information and expertise.

To contribute to the management of change both within the Locality/Specialist Service and across the organisation as a whole.

Professional Governance

To work collaboratively with the Lead Consultant Psychologist in the governance of psychological practice within the Locality/Specialist Service.

To provide and facilitate processes and systems for the clinical and professional supervision of qualified and unqualified psychologists across the Locality/Specialist Service.

To work collaboratively to develop and ensure systems are in place for all those using psychological approaches within the Locality / Specialist Service.

To follow local requirements for financial control systems, audit requirements and other Trust financial procedures and initiatives.

To contribute to service governance activities, in collaboration with the Lead Consultant Psychologist, Locality Operations Manager, Service Managers and senior clinicians. This may include activities such as RCA facilitation.

To exercise delegated responsibility for managing the psychological resources available within localities, specialist services and service lines.

To exercise responsibility for the systematic governance of psychological practice within localities, specialist services and service lines. To initiate and implement service developments and projects.

Direct Clinical Care

To undertake direct clinical work, especially where it may be particularly complex or sensitive issues involved.

To provide highly developed and highly complex assessments of service users, carers and families, using and interpreting highly complex psychological data from a variety of sources, e.g. neuropsychological and psychometric assessments.

Formulation and implementation of highly complex psychological treatment and/or management plans, based upon an appropriate conceptual framework of the service user's problems, employing methods based upon evidence of efficacy and across the full range of care settings.

To provide clinical supervision as appropriate to the grade of the post and supervisee.

To provide highly specialist psychological advice, guidance, supervision and consultation to other professionals, that contributes directly to the service user's formulation, diagnosis and treatment plans. Including risk assessment and risk management.

Teaching, Training and Supervision:

To ensure appropriate systems for the clinical and professional supervision of all psychology grades. To provide clinical and professional supervision to qualified and assistant psychologists in localities, specialist services and service lines.

To support the Locality/Specialist Services and wider system through the dissemination of psychological knowledge and approaches by providing teaching, training, supervision and consultation.

To provide specialist advice, consultation, supervision and training to other professionals and agencies working in partnership with NSFT, where appropriate.

To work in partnership with the UEA Doctoral Programme in Clinical Psychology, and other appropriate agencies / courses, to support workforce development for the wider system.

To provide clinical placements for UEA trainee clinical psychologists, ensuring they acquire the necessary skills, competencies and experience to contribute effectively to good psychological practice. To provide teaching input, as appropriate, to the UEA Doctoral Programme in Clinical Psychology.

Research and Service Evaluation

To promote, facilitate, initiate and implement research programmes within the Locality/Specialist Service.

To improve and help develop services for service users within the locality by advising about complex audit and service evaluation.

To provide supervision and advice to external research projects hosted within the service, and

Trust wide as is appropriate and timely, in consultation with the Lead Consultant Psychologist, Locality/Specialist Service Operations Manager.

To undertake personal research and development.

IT Responsibilities

To use information technology and computers in day to day work in order to facilitate more effective communication and presentation of information.

General

To ensure the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes.

To ensure the development and articulation of best practice in psychology within the Locality / Specialism and contribute across the Trust by exercising the skills of a reflexive and reflective scientist practitioner, taking part in regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of clinical psychology, and psychological therapies.

To contribute with other consultant clinical psychologists and Locality/Specialist Service Operational Manager to the development and articulation of best practice in psychology across the Trust.

To comply with professional codes of practice, i.e. British Psychological Society, Health Professions Council, Trust policies / procedures.

To maintain up to date knowledge of legislation, national and local policies and issues in relation to mental health and any specialist areas.

To be noted:

- **This is not an exhaustive list of duties and responsibilities, and the postholder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager.**
- **The job description is for a generic Consultant Psychologist role, and therefore post holders may be required to move within the organisation as per service needs**
- **This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.**
- **The post holder is expected to comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information.**

SPECIFIC CLAUSES

REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

SUPERVISORY RESPONSIBILITIES

Professional supervision of qualified clinical psychologists within the Locality or Specialist Service. Clinical supervision of qualified clinical psychologists, doctoral trainees in clinical psychology and psychotherapists. Research (see section). Individual cases for members of MDT. Supervision also provided external to Trust, as agreed with the Lead Consultant Psychologist, Locality/Specialist Service Operations Manager.

RISK MANAGEMENT/ HEALTH & SAFETY

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

RECORDS MANAGEMENT

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post

CONFIDENTIALITY

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

This job description is an outline and account of the main duties required to carry out the post. It will be reviewed periodically to reflect changes and developments in service requirements. The post holder is advised that they have a responsibility to ensure they are familiar with their terms and conditions of service detailed in the contract of employment.

SAFEGUARDING

Clinical.

The NSFT expects all practitioners to act in accordance with statutory and local policies regarding recognition, reporting, information sharing, record keeping and joint working in relation to the Safeguarding of Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

SUSTAINABILITY

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

Agreed and Signed: _____ Manager

_____ Post Holder

DATE:

PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills and knowledge, personal attributes, interests and other attributes necessary for the post holder to perform the job to a satisfactory level.

JOB TITLE:

Consultant/Lead Clinical Psychologist

	ESSENTIAL Without which the post holder could not be appointed	DESIRABLE Extra qualities that can be used to choose between candidates with all essential criteria	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Training in clinical psychology, at post-graduate doctoral level, as accredited the BPS (British Psychological Society) or equivalent</p> <p>Registration with the Health Professions Council as a Practitioner Psychologist.</p>	<p>Post-doctoral training in one or more additional specialised areas of psychological practice.</p>	<p>Certificates/ CV/interview</p>
EXPERIENCE	<p>Assessed experience of working as a qualified clinical psychologist for a minimum of six years</p> <p>Experience of working with service users within the designated speciality.</p> <p>Experience of exercising full clinical responsibility for service users' psychological care and treatment, both as a professionally qualified care co-ordinator and also within the context of a multi-disciplinary care plan.</p> <p>Experience of teaching, training professional and clinical supervision.</p>	<p>Post qualification experience within the designated specialty where the post is located.</p> <p>Experience of leading qualified and pre-qualified clinical psychologists.</p> <p>Experience of representing the profession</p> <p>Experience of the application of psychology in different cultural contexts.</p> <p>Supervising and training others to do research.</p> <p>Management & leadership experience.</p>	<p>Assessed by interview using national assessors, supervision record, application form and references. Record of having published and/or presented at national and international conferences.</p>

<p>SKILLS</p>	<p>Skills in the use of complex methods of psychological assessment, intervention and management.</p> <p>A high level ability to communicate complex information effectively.</p> <p>Working in partnership</p> <p>Service improvement</p> <p>Leadership. The ability to lead people through service change.</p> <p>Skills in providing consultation to other professional and non-professional groups</p> <p>An interest in models of service delivery and an ability to articulate the value added by clinical psychology services.</p> <p>Ability to contain and work with organisational stress and ability to 'hold' the stress of others.</p> <p>Ability to demonstrate leadership skills</p>	<p>Knowledge and skills to carry out complex multivariate statistical analyses, create and manipulate databases, produce presentational materials and scientific papers and books at publications standard, posters and power point presentations.</p> <p>Management & leadership skills.</p>	<p>Application form/interview/References</p> <p>Research based degree at doctoral level/Record of having published in books and peer reviewed journals.</p> <p>Certificates / evidence of role experience.</p>

<p>KNOWLEDGE</p>	<p>Doctoral level knowledge of clinical psychology</p> <p>Doctoral level knowledge of research design and methodology</p> <p>Knowledge of legislation and its implications for both clinical practice in relation to service users in the designated speciality and mental health generally.</p> <p>National policy with respect to clinical psychology and psychotherapy.</p> <p>Evidence of continuing professional development as recommended by the British Psychological Society</p> <p>Training in supervision of other psychologists</p> <p>Ability to identify and employ as appropriate, clinical governance mechanisms for the support and maintenance of clinical practice.</p>	<p>Highly developed knowledge of the theory and practice of specialised psychological therapies in specific difficult to treat groups</p> <p>Service evaluation tools, including audit.</p> <p>Record of having published in either peer reviewed or academic or professional journals and/or books.</p> <p>Management knowledge including knowledge of HR processes, staff development and performance management models.</p>	<p>Application form/interview/ Document check</p>
<p>OTHER PERSONAL</p>	<p>Ability to travel independently</p>		<p>Application form/interview/ Document check</p>

Please indicate in the boxes whether the post holder will be expected to work in or be directly exposed to the following factors:

WORKING CONDITIONS:

	YES	NO		YES	NO
1. Inclement weather		X	2. Extreme Temperatures		X
3. Unpleasant smells		X	4. Noxious Fumes		X
5. Excessive noise/vibration		X	6. Continuous use of VDU equipment	X	
7. Unpleasant substances. Non household waste		X	8. Infectious material		X
9. Body Fluids, Faeces/Vomit		X	10. Dust/Dirt		X
11. Humidity		X	12. Contaminated equipment/work area		X
13. Driving/Being Driven (normal conditions)		X	14. Driving/Being Driven (emergency conditions)		X
15. Fleas/Lice/Infestation		X	16. Dangerous Chemicals. Substances in containers		X
17. Dangerous Chemicals. Substances (uncontained)		X	18. Exposure to verbal aggression (little/no support)	X	
19. Exposure to physical aggression (little/no support)	X				

Each YES response requires completion in 'Further Information' Section

PHYSICAL EFFORT

	YES	NO		YES	NO
1. Working in uncomfortable conditions		X	2. Working in physically cramped conditions		X
3. Making repetitive movements		X	4. Lifting weights/equipment without mechanical aid		X
5. Climbing or crawling		X	6. Manipulating objects		X
7. Manual Digging		X	8. Running		X
9. Standing/sitting with limited scope for movement		X	10. Kneeling, crouching, twisting, bending, stretching		X
11. Walking for long periods		X	12. Heavy duty cleaning		X
13. Pushing/pulling trolleys or similar equipment		X	14. Working at heights		X
15. Controlled restraint i.e. in post requiring training/certification	X				

Each YES response requires completion in 'Further Information' Section

EMOTIONAL EFFORT

	YES	NO
1. Processing (e.g. typing/transmitting) news of highly distressing events.	X	
2. Giving unwelcome news to patients/clients/carers/staff	X	
3. Caring for the terminally ill.	X	
4. Dealing with difficult situations/circumstances.	X	
5. Designated to provide emotional support to front line staff.		X
6. Communicating life-changing events.	X	
7. Dealing with people with challenging behaviour.	X	
8. Attending scenes of accidents.		X

Each YES response requires completion in 'Further Information' Section

MENTAL EFFORT

	YES	NO
1. Carry out formal student/trainee assessments	X	
2. Carry out clinical/social care interventions.	X	
3. Analyse statistics.		X
4. Operate equipment/machinery.		X
5. Give evidence in court/tribunal/formal hearings	X	
6. Attend meetings. (if yes, describe role in 'Further Information)	X	
7. Carry out screening tests/microscope work.		X
8. Prepare detailed reports	X	
9. Check documents	X	
10. Drive a vehicle.		X
11. Perform calculations.		X
12. Make clinical diagnoses	X	
13. Carry out non-clinical faultfinding.		X

Each YES response requires completion in 'Further Information' Section

FREEDOM TO ACT

	YES	NO
1. Does the post holder generally work without close supervision	X	
2. Does the post holder work without direct access to a manager	X	
3. Does the post holder work without access to a manager by telephone		X
4. Is the post holder the lead specialist in their field	X	

How often on average does the post holder give guidance and advice to others?

Daily: Weekly:

Other frequency (please comment)

How often is the post holder's work checked/monitored/assessed?

Daily: Weekly:

Other frequency (please comment)

FURTHER INFORMATION: Please enter here details of YES responses in the preceding sections.

Element (e.g. mental effort)	Ref No	Details of frequency and intensity
Working Conditions	6	Daily, regular use of computer and VDU for long periods, e.g. report writing, e-mail, work preparation, R&D activity.
	18 & 19	Work with challenging behaviours (involves permanent risk of verbal & physical aggression). In 1:1 or group sessions, direct, & immediate support minimal and alarm is raised by psychologist.
Physical Effort	15	May be required to complete full prevention & management of aggression course and annual refresher (full physical intervention training). May be required to use physical intervention on wards if required, as part of clinical team.
Emotional Effort	1	Reports, patient contact & case discussion routinely involves areas such as serious mental illness, self-harm & suicide, violence (including homicide), trauma & traumatic stress, abuse (child & adult), sex offending, risk assessment, bereavement.
	2	Regular discussion of patient restrictions, security issues, traumatic events, patient difficulties, which has significant potential for conflict
	4	Regular exposure to critical incidents, e.g. patient traumas, episodes of emotional distress, violent incidents, self-harm
	5	Constant provision of support & supervision to staff (all disciplines). Also provide post-incident support, critical incident stress management & debriefing for staff in Service, Trust, wider NHS & other agencies
	6	Contact with patients, staff & carers life events, e.g. family rejection, abuse, MHA detention & restrictions, illness disability
	7	Daily contact with challenging behaviour (aggression, self-harm, illness chronicity, psychological & behavioural problems) in patients. Challenges also from within staff group & organisation
Mental Effort		Frequent requirement for intense concentration in activities
	1	Assessment of trainee clinical psychologists & their work
	2	Responsible for clinical psychology interventions for patients / carers.
	3	Analysis of statistics as part of R&D activities, literature reviews & reading
	5	Presents specialist opinion & evidence to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court context.
	6	Attend many intra- & inter-agency meetings, clinical & organisational issues
	7	Carry out highly specialist & complex psychometric assessments.
	8	Responsible for specialist written reports to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court.
	9	Checks case note / clinical material, formal policy & protocol documents.
	11	Calculations required for statistical & numerical analysis aspect of R&D activity, including supervision & advice for other staff

	12	Use of clinical diagnosis & case formulation on a daily basis, may involve direct contact with patient or as part of staff supervision and advice.
Freedom to Act	1	Is self-directed and follows occupational & professional practice guidelines, on daily basis. Uses Consultant Clinical Psychologist as reference guidance point where necessary
	2	No direct access to manager if engaged in work away from main service site.

Member of Staff to whom this document relates:

Date Completed:

Review Date:

DISTRIBUTION: One copy to member of staff, one copy to personal file
Please ensure Job Description is agreed and signed by both manager and employee

JOB DESCRIPTION

JOB DETAILS

JOB TITLE:	Lead Consultant Clinical Psychologist
GRADE:	Consultant Clinical Psychologist 8d
WARD/DEPT.	Locality or specialist Service
DIRECTORATE/LOCALITY:	
ESSENTIAL QUALIFICATIONS:	Post-graduate doctorate degree (or its equivalent if trained prior to 1996) in clinical psychology, accredited by the BPS. Registration as a Practitioner Psychologist with the Health Professions Council

ORGANISATIONAL ARRANGEMENTS:

ACCOUNTABLE TO:	Locality/Specialist Service Operations Manager
REPORTS TO:	Locality Operations Manager / LIDTS
RESPONSIBLE FOR:	Professionally responsible for all qualified and unqualified psychology staff and all practitioner grade psychological therapists employed within the Locality.

ROLE SUMMARY

<p>The Lead professional with responsibility for the governance of psychological approaches and practice within the Locality or Specialist Service.</p> <p>Responsible for clinical and strategic leadership in relation to clinical psychology, psychotherapy and psychological approaches across all service lines within a Locality or Specialist Service.</p> <p>The post holder will be expected to contribute to service strategy and service developments within the Locality/Specialist Service.</p>
--

The post holder will be expected to contribute to cross-locality initiatives and hold a portfolio of responsibilities contributing to service developments, governance and quality for the Trust as a whole.

There is an expectation that the post holder will undertake some direct clinical work, focussing on the most complex issues and cases.

To provide highly specialist psychological knowledge and consultation to staff and to the organisation.

To work in partnership with the Locality Operations Manager and Service Managers to support clinical engagement and leadership of performance, quality, safety, service user experience and service development.

The post holder will have a significant role in supporting the development of research within the Locality/Specialist Service.

To be responsible for accurate mental health clustering of all patients on admission, discharge and at review if applicable.

To ensure all mental health clustering information is passed onto other Trust teams or services on transfer of patients if applicable.

To ensure the accuracy and quality of mental health clustering activity within the team if applicable.

DUTIES AND RESPONSIBILITIES

Clinical Leadership

To ensure the provision of a high quality specialist clinical psychology service and psychological interventions for service users and their carers.

Responsible for the development of psychologically based approaches across all service lines managed within the Locality or Specialist Service.

To ensure that all staff within the locality have access to a psychologically based framework for the understanding and care of service users.

To work in partnership with the Locality Operations Manager and Service Managers to support clinical engagement and leadership of performance, clinical effectiveness, safety, service user experience and service development.

To facilitate the effective delivery of commissioned services

Support managers in the delivery of performance and outcomes across the system

To provide advice and direction across all service lines managed within the Locality or Specialist Service.

To contribute to the management of change both within the Locality/Specialist Service and across the organisation as a whole

To lead and implement changes to the delivery of psychological therapies and psychological based approaches across all service lines within the Locality/Specialist Service

Contribute to the assessment and management of risk. Contribute to the development of positive risk assessment and management practice and procedures within the Locality/Specialist Service.

To take a lead role in supporting the wellbeing of staff within the Locality/Specialist Service through the provision of specialist psychological expertise and advice on occupational stress, staff support and critical incident stress management. To ensure access to appropriate support for staff dealing with serious incidents.

To discharge statutory social care functions as delegated under section 75 agreement with Norfolk/Suffolk County Council for Service Users and Carers on behalf of the organisation

To provide appropriate health and social care interventions according to service users recovery goals

To assess health and social care needs as part of an integrated team, and implement/commission packages of care where appropriate.

Strategic leadership

Support the Locality Manager and Lead Clinician in the development and implementation of a strategy for the Locality.

To have responsibility as part of the management team and service governance group within the Locality/Specialist Service for identifying service priorities and for the development and

implementation of service strategy.

To interpret national and local guidelines and priorities so that service management have access to information about evidence-based interventions and to ensure that the provision of clinical psychology and psychotherapy within the Locality/Specialist Service operates within these.

To support partnership working with stakeholders.

To contribute to cross-locality developments and Trust wide service development, quality and governance initiatives as invited.

To provide psychological advice and knowledge with regards to strategic planning, organisational psychology and service developments to the Locality/Specialist Service and wider Trust.

To actively work with the Locality/Specialist Service Operations Manager and Service Managers to support workforce planning, recruitment and staff development.

To contribute to the tendering process as invited.

To contribute to Trust-wide or external projects and initiatives in agreement with the Locality Operations Manager.

To actively support the Trust's Education and Training Department in the commissioning of training for psychological interventions by providing information and expertise.

Professional Governance

To take the lead responsibility for the governance of psychological practice within the Locality. To advise and support the Locality Operations Manager and Service Managers on professional governance issues for all clinical psychologists and psychotherapists and to advise on the governance of psychological practice within the Locality/Specialist Service.

To ensure appropriate systems for the clinical and professional supervision of qualified and unqualified psychologists across the Locality/Specialist Service. (to include clinical supervision, appraisal, analysis of training needs, systems for demand and capacity, and professional registration)

To ensure that systems are in place and working effectively for all those using psychological approaches within the Locality or specialist service.

To exercise responsibility for the professional management of the psychological resources available to the Locality/Specialist Service in terms of staff, psychological test equipment and materials employed in the assessment and the treatment of service users.

To meet local requirements for financial control systems, audit requirements and other Trust financial procedures and initiatives.

To contribute to service governance activities as advised by the Locality Operations Manager. This may include activities such as RCA facilitation and complaints investigation and management.

Direct Clinical Care

To undertake direct clinical work where there may be particularly complex or sensitive issues involved.

To provide clinical supervision as appropriate to the grade of the post.

To provide highly specialist psychological advice, guidance, supervision and consultation to other professionals that contributes directly to the service user's formulation, diagnosis and treatment plans. Including risk assessment and risk management.

Teaching, Training and Supervision:

To work in partnership with the UEA Doctoral Programme in Clinical Psychology to support workforce development for the wider system

Supporting the Locality and the wider system through the dissemination of psychological knowledge and approaches by ensuring adequate provision of teaching, training and supervision.

Research and Service Evaluation

To promote, facilitate, initiate and implement research programmes within the Locality/Specialist Service.

To take a lead in ensuring that the locality has systems for the evaluation and monitoring of services.

To improve and help develop services for service users within the locality by advising about complex audit and service evaluation.

To provide supervision and advice to external research projects hosted within the service where agreed with the Locality/Specialist Service Operations Manager.

To undertake personal research and development.

IT Responsibilities

To use information technology and computers in day to day work in order to facilitate more effective communication and presentation of information.

General

To ensure the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes.

To comply with the professional codes of practice of the British Psychological Society, the Health Professions Council and Trust policies and procedures.

To maintain up to date knowledge of legislation, national and local policies and issues in relation to mental health and any specialist areas.

To be noted:

- **This is not an exhaustive list of duties and responsibilities, and the postholder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager.**
- **The job description is for a generic Lead Psychologist role, and therefore postholders maybe required to move within the organisation as per service needs**
- **This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.**
- **The post holder is expected to comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information.**

SPECIFIC CLAUSES

REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

SUPERVISORY RESPONSIBILITIES

Professional supervision of qualified clinical psychologists within the Locality or Specialist Service. Clinical supervision of qualified clinical psychologists, doctoral trainees in clinical psychology and psychotherapists. Research (see section). Individual cases for members of MDT. Supervision also provided external to Trust, as agreed with the Locality/Specialist Service Operations Manager.

RISK MANAGEMENT/ HEALTH & SAFETY

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

RECORDS MANAGEMENT

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post

CONFIDENTIALITY

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

This job description is an outline and account of the main duties required to carry out the post. It will be reviewed periodically to reflect changes and developments in service requirements. The post holder is advised that they have a responsibility to ensure they are familiar with their terms and conditions of service detailed in the contract of employment.

SAFEGUARDING

Clinical.

The NSFT expects all practitioners to act in accordance with statutory and local policies regarding recognition, reporting, information sharing, record keeping and joint working in relation to the Safeguarding of Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

SUSTAINABILITY

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

Agreed and Signed: _____ Manager

_____ Post Holder

DATE:

PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills and knowledge, personal attributes, interests and other attributes necessary for the post holder to perform the job to a satisfactory level.

JOB TITLE:

Lead Consultant Clinical Psychologist

	ESSENTIAL Without which the post holder could not be appointed	DESIRABLE Extra qualities that can be used to choose between candidates with all essential criteria	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Training in clinical psychology, at post-graduate doctoral level, as accredited the BPS (British Psychological Society)</p> <p>Registration with the Health Professions Council as a Practitioner Psychologist.</p>	<p>Post-doctoral training in one or more additional specialised areas of psychological practice</p> <p>Management/ leadership training</p>	Certificates/ CV/interview
EXPERIENCE	<p>Assessed experience of working as a qualified clinical psychologist for a minimum of six years</p> <p>Experience of working with service users within the designated speciality.</p> <p>Experience of exercising full clinical responsibility for service users' psychological care and treatment, both as a professionally qualified care co-ordinator and also within the context of a multi-disciplinary care plan.</p> <p>Experience of teaching, training professional and clinical supervision.</p>	<p>Post qualification experience within the designated specialty where the post is located.</p> <p>Experience of leading qualified and pre-qualified clinical psychologists.</p> <p>Experience of representing the profession</p> <p>Experience of the application of psychology in different cultural contexts.</p> <p>Supervising and training others to do research.</p>	Assessed by interview using national assessors, supervision record, application form and references. Record of having published and/or presented at national and international conferences

<p>SKILLS</p>	<p>Skills in the use of complex methods of psychological assessment, intervention and management.</p> <p>A high level ability to communicate complex information effectively.</p> <p>Working in partnership</p> <p>Service improvement</p> <p>Leadership. The ability to lead people through service change.</p> <p>Skills in providing consultation to other professional and non-professional groups</p> <p>An interest in models of service delivery and an ability to articulate the value added by clinical psychology services.</p> <p>Ability to contain and work with organisational stress and ability to 'hold' the stress of others.</p> <p>Ability to demonstrate leadership and management skills</p>	<p>Knowledge and skills to carry out complex multivariate statistical analyses, create and manipulate databases, produce presentational materials and scientific papers and books at publications standard, posters and power point presentations.</p>	<p>Application form/interview/References</p> <p>Research based degree at doctoral level/Record of having published in books and peer reviewed journals.</p>

<p>KNOWLEDGE</p>	<p>Doctoral level knowledge of clinical psychology</p> <p>Doctoral level knowledge of research design and methodology</p> <p>Knowledge of legislation and its implications for both clinical practice in relation to service users in the designated speciality and mental health generally.</p> <p>National policy with respect to clinical psychology and psychotherapy.</p> <p>Evidence of continuing professional development as recommended by the British Psychological Society</p> <p>Management knowledge including knowledge of Human Resource processes, staff development and performance management models.</p> <p>Training in supervision of other psychologists</p> <p>Ability to identify and employ as appropriate, clinical governance mechanisms for the support and maintenance of clinical practice.</p>	<p>Highly developed knowledge of the theory and practice of specialised psychological therapies in specific difficult to treat groups</p> <p>.Service evaluation tools, including audit.</p> <p>Record of having published in either peer reviewed or academic or professional journals and/or books.</p>	<p>Application form/interview/ Document check</p>
<p>OTHER PERSONAL</p>	<p>Ability to travel independently</p>		<p>Application form/interview/ Document check</p>

Please indicate in the boxes whether the post holder will be expected to work in or be directly exposed to the following factors:

WORKING CONDITIONS:

	YES	NO		YES	NO
1. Inclement weather		X	2. Extreme Temperatures		X
3. Unpleasant smells		X	4. Noxious Fumes		X
5. Excessive noise/vibration		X	6. Continuous use of VDU equipment	X	
7. Unpleasant substances. Non household waste		X	8. Infectious material		X
9. Body Fluids, Faeces/Vomit		X	10. Dust/Dirt		X
11. Humidity		X	12. Contaminated equipment/work area		X
13. Driving/Being Driven (normal conditions)	X		14. Driving/Being Driven (emergency conditions)		X
15. Fleas/Lice/Infestation		X	16. Dangerous Chemicals. Substances in containers		X
17. Dangerous Chemicals. Substances (uncontained)		X	18. Exposure to verbal aggression (little/no support)	X	
19. Exposure to physical aggression (little/no support)	X				

Each YES response requires completion in 'Further Information' Section

PHYSICAL EFFORT

	YES	NO		YES	NO
1. Working in uncomfortable conditions		X	2. Working in physically cramped conditions		X
3. Making repetitive movements		X	4. Lifting weights/equipment without mechanical aid		X
5. Climbing or crawling		X	6. Manipulating objects		X
7. Manual Digging		X	8. Running		X
9. Standing/sitting with limited scope for movement		X	10. Kneeling, crouching, twisting, bending, stretching		X
11. Walking for long periods		X	12. Heavy duty cleaning		X
13. Pushing/pulling trolleys or similar equipment		X	14. Working at heights		X
15. Controlled restraint i.e. in post requiring training/certification	X				

Each YES response requires completion in 'Further Information' Section

EMOTIONAL EFFORT

	YES	NO
1. Processing (e.g. typing/transmitting) news of highly distressing events.	X	
2. Giving unwelcome news to patients/clients/carers/staff	X	
3. Caring for the terminally ill.	X	
4. Dealing with difficult situations/circumstances.	X	
5. Designated to provide emotional support to front line staff.		X
6. Communicating life-changing events.	X	
7. Dealing with people with challenging behaviour.	X	
8. Attending scenes of accidents.		X

Each YES response requires completion in 'Further Information' Section

MENTAL EFFORT

	YES	NO
1. Carry out formal student/trainee assessments	X	
2. Carry out clinical/social care interventions.	X	
3. Analyse statistics.		X
4. Operate equipment/machinery.		X
5. Give evidence in court/tribunal/formal hearings	X	
6. Attend meetings. (if yes, describe role in 'Further Information)	X	
7. Carry out screening tests/microscope work.		X
8. Prepare detailed reports	X	
9. Check documents	X	
10. Drive a vehicle.	X	
11. Perform calculations.		X
12. Make clinical diagnoses	X	
13. Carry out non-clinical faultfinding.		X

Each YES response requires completion in 'Further Information' Section

FREEDOM TO ACT

	YES	NO
1. Does the post holder generally work without close supervision	X	
2. Does the post holder work without direct access to a manager		X
3. Does the post holder work without access to a manager by telephone		X
4. Is the post holder the lead specialist in their field	X	

How often on average does the post holder give guidance and advice to others?

Daily: Weekly:

Other frequency (please comment)

How often is the post holder's work checked/monitored/assessed?

Daily: Weekly:

Other frequency (please comment)

FURTHER INFORMATION: Please enter here details of YES responses in the preceding sections.

Element (e.g. mental effort)	Ref No	Details of frequency and intensity
Working Conditions	6	Daily, regular use of computer and VDU for long periods, e.g. report writing, e-mail, work preparation, R&D activity.
	18 & 19	Work with challenging behaviours (involves permanent risk of verbal & physical aggression). In 1:1 or group sessions, direct, & immediate support minimal and alarm is raised by psychologist.
Physical Effort	15	May be required to complete full prevention & management of aggression course and annual refresher (full physical intervention training). May be required to use physical intervention on wards if required, as part of clinical team.
Emotional Effort	1	Reports, patient contact & case discussion routinely involves areas such as serious mental illness, self-harm & suicide, violence (including homicide), trauma & traumatic stress, abuse (child & adult), sex offending, risk assessment, bereavement.
	2	Regular discussion of patient restrictions, security issues, traumatic events, patient difficulties, which has significant potential for conflict
	4	Regular exposure to critical incidents, e.g. patient traumas, episodes of emotional distress, violent incidents, self-harm
	5	Constant provision of support & supervision to staff (all disciplines). Also provide post-incident support, critical incident stress management & debriefing for staff in Service, Trust, wider NHS & other agencies
	6	Contact with patients, staff & carers life events, e.g. family rejection, abuse, MHA detention & restrictions, illness disability
	7	Daily contact with challenging behaviour (aggression, self-harm, illness chronicity, psychological & behavioural problems) in patients. Challenges also from within staff group & organisation
Mental Effort		Frequent requirement for intense concentration in activities
	1	Assessment of trainee clinical psychologists & their work
	2	Responsible for clinical psychology interventions for patients / carers.
	3	Analysis of statistics as part of R&D activities, literature reviews & reading
	5	Presents specialist opinion & evidence to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court context.
	6	Attend many intra- & inter-agency meetings, clinical & organisational issues
	7	Carry out highly specialist & complex psychometric assessments.
	8	Responsible for specialist written reports to CPA Reviews, MHRTs, inter-agency case conferences (child protection, risk to community) and in court.
	9	Checks case note / clinical material, formal policy & protocol documents.
	11	Calculations required for statistical & numerical analysis aspect of R&D activity, including supervision & advice for other staff

	12	Use of clinical diagnosis & case formulation on a daily basis, may involve direct contact with patient or as part of staff supervision and advice.
Freedom to Act	1	Is self-directed and follows occupational & professional practice guidelines, on daily basis. Uses Consultant Clinical Psychologist as reference guidance point where necessary
	2	No direct access to manager if engaged in work away from main service site.

Member of Staff to whom this document relates:

Date Completed:

Review Date:

DISTRIBUTION: One copy to member of staff, one copy to personal file
Please ensure Job Description is agreed and signed by both manager and employee