

Agenda for Change	Version 10
Author: Claire Ackerman	Date: May 2018



Job Description

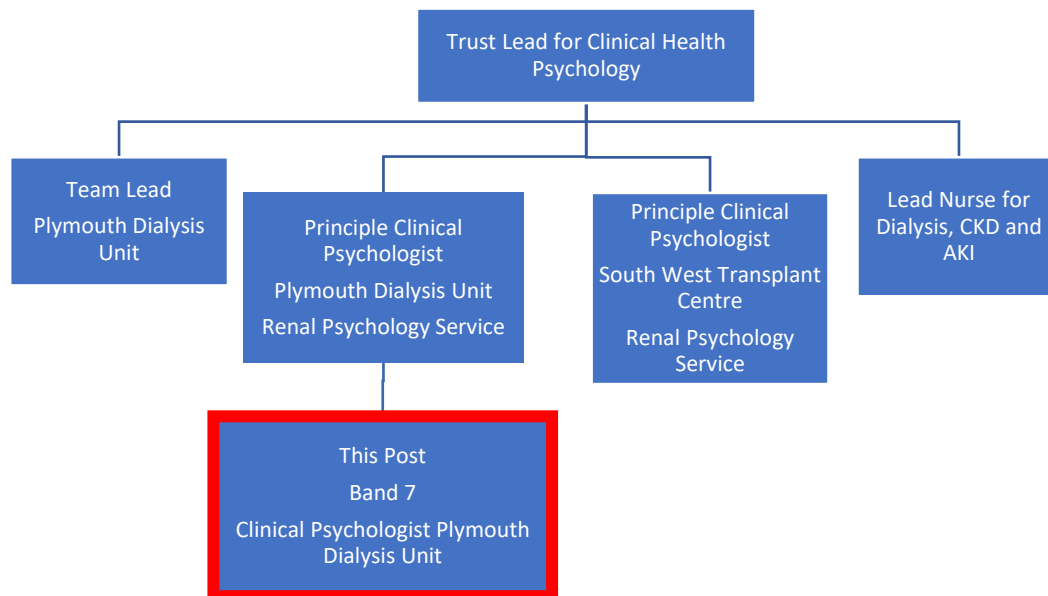
Job Group (Delete as applicable):	Allied Health Professional
Job Title:	Clinical Psychologist (Renal Psychology Service)
Existing Grade:	Band 7
Care Group:	Medicine Care Group
Service Line:	Renal Medicine
Department:	Plymouth Dialysis Unit
Location:	Plymouth Dialysis Unit
Appraiser:	Principle Clinical Psychologist, Renal Psychology Service
Accountable to:	Principle Clinical Psychologist, Renal Psychology Service
Position Number:	
Date:	

Job Purpose:

The Plymouth Dialysis Unit (PDU) supports individuals experiencing significant physical health challenges. Dialysis has a huge impact on the daily lives and wellbeing of individuals with renal failure. Our team strives to provide holistic care and this post is part of the developing Renal Psychology Service. The purpose of this role is to provide psychological support to individuals who have renal failure, their loved ones and the multi-disciplinary staff caring for them.

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Organisational Chart



Main Duties of the Role:

As a Clinical Psychologist at the Plymouth Dialysis Unit (PDU), you will be offering psychological care to individuals with renal failure, who require dialysis, or may be considering their treatment options. You will have an active role within the multidisciplinary team, offering support, training, and reflective spaces to your colleagues in the team.

Part of your role will be to support people with deteriorating renal function to consider their renal replacement options. You will also support individuals experiencing difficulties with their psychological wellbeing as a result of the significant demands of their treatment.

Some individuals will have pre-existing psychological difficulties and your role will be to explore the impact of their psychological wellbeing on their physical health and treatment, liaising with external services where appropriate.

Developing a psychologically informed workforce is a priority for the PDU. You will contribute to training, consultation, reflective practice and facilitating team formulations, to help embed clinical psychology within the service.

A job plan will support you to maintain a balance of direct clinical work, systemic working with the team, administrative duties, and professional development. You will have regular clinical supervision and line management. You can rely on a supportive network of local psychologists working in clinical health psychology at UHPT, and connections with the South West regional Renal Psychologists

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group. You will be part of our developing relationship with the local universities for teaching and trainee placements.

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Detailed Job Description and Key Dimensions:

Clinical Responsibilities

1. To complete thorough psychological assessments, drawing from a variety of sources, including clinical interview, self-report and formal psychometric assessments, information from family members and others involved in their care.
2. To use, integrate and interpret complex information from a variety of sources to develop comprehensive and dynamic formulations of an individual's experience.
3. To be able to communicate, by talking and by writing, psychological formulations and treatment plans to the individual, appropriate professional colleagues and to family members and carers, as appropriate.
4. To have knowledge of several psychological models of understanding and managing clinical problems.
5. To be able to develop and deliver highly specialised individual treatment plans for individuals with renal failure and complex psychological difficulties.
6. To develop and provide evidence-based group interventions where appropriate and in response to identified needs within the client group.
7. To provide psychological consultation to the multi-disciplinary team.
8. To adapt communication style to meet the needs of the individual and context. Overcoming barriers to communication, such as those who are fearful of engaging, who may feel unable to articulate their difficulties.
9. To develop and maintain a high level of communication and relationship skills in highly emotive situations.
10. To contribute a psychosocial perspective within the multidisciplinary team including for those service users not directly on the psychological therapy caseload and attend individual service user reviews and risk management meetings where appropriate.
11. Liaises and works in partnership with other health service providers in the relevant areas and works with statutory and voluntary agencies in the community where appropriate dependent on the needs of service users.
12. To respond appropriately to any risks or safeguarding issues identified. Communicating appropriately to service users, their families and liaising with other relevant services.
13. To ensure receipt of clinical and personal supervision in accordance with good practice guidelines for all clinical psychologists.

Systemic and Organisational Responsibilities:

1. To develop, facilitate and evaluate reflective practice sessions with the multidisciplinary team within the Plymouth Dialysis Unit and wider Renal services, where appropriate.
2. To support the multi-disciplinary team in developing an understanding of the psychological needs of the individuals they support, through facilitating team formulations. Particularly considering the needs of service users who are unable or unwilling to access direct psychological support.
3. To develop and facilitate appropriate staff training, meeting the specific learning needs of the multi-disciplinary team.
4. To provide appropriate supervision and training for junior members of psychological staff

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(e.g. Assistant Psychologist, Undergraduate Student Placements) attached to the services.

5. To contribute to provision of clinical supervision to non-clinical psychology members of the service, as appropriate.
6. To contribute with the development and monitoring of performance of the psychology service.

Professional Practice Responsibilities:

1. To prepare for and receive regular clinical supervision in individual and peer group formats.
2. To participate in mandatory training.
3. 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 and courses.
4. To engage regularly in personal line management reviews, including annual individual performance appraisal with line manager.
5. To attend regular regional renal psychology group meetings.
6. To engage with the wider University Hospital Plymouth NHS Trust Clinical Health Psychology team.
7. To be an active member in national and regional renal operational delivery networks, representing renal psychology and the Plymouth Dialysis Unit.
8. To adhere to University Hospitals Plymouth NHS Trust Policies and Procedures.

Governance, Research and Service Development Responsibilities:

1. To ensure high standards of record keeping, on electronic notes, medical notes and letter communications, including the record keeping of junior psychologists.
2. To contribute to the development, evaluation and monitoring of the team's operational policies and services, through the deployment of professional skills in audit, service evaluation and research.
3. To maintain up-to-date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.
4. To conduct and supervise research and audit and evaluation relevant to the provision of specialist renal psychology services, including co-produced research.
5. To prepare and present information from audits, evaluations and research to professional audiences within and outside the organisation.

Information Technology:

1. To be responsible for the maintenance and development of office systems and procedures within the renal psychology service.
2. To be able to use a range of software packages including Word, Excel, MStTeams, Powerpoint and SPSS.
3. To ensure that electronic computer data bases are kept up to date (e.g. VitalData).

All Job Holders are required to...

- Work to the Trust values - Put patients first, Take ownership, Respect others, Be positive, Listen, learn and improve.
- Adhere to Trust policies and procedures, e.g. Health and Safety at Work, Equal

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Opportunities etc.

- Maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training.
- Attend statutory, essential and mandatory training.
- Respect the confidentiality of all matters relating to their employment and other members of staff. All members of staff are required to comply with the requirements of the “UK Data Protection Act 2018/UK General Data Protection Regulation (UK GDPR)” or “Data Protection legislation” which encompasses both laws.
- Comply with the Corporate Governance structure in keeping with the principles and standards set out by the Trust.
- Comply with the codes of professional conduct set out by the professional body of which registration is required for the post.
- Ensure they are familiar with the Risk Management Framework, follow policies, procedures and safe systems of work, make known any hazards or risks that they identify and take all necessary actions to reduce risk.
- Ensure the welfare and safety of children within their care. This includes staff who come into contact with children and families in the course of their work as well as those staff who have a specific role with children and families.
- Ensure they attend Child Protection training at the appropriate level within the specified time frame.
- Staff must comply with Safeguarding Policies and Procedures in order to promote safeguarding and prevent abuse to vulnerable people using Trust services.
- Maintain the prevention and control of infection and fully comply with all current Trust Infection Control policies and procedures.
- Take responsibility for any records that they create or use in the course of their duties, in line with the Public Records Act and be aware that any records created by an employee of the NHS are public records and may be subject to both legal and professional obligations.

All Managers are responsible for...

- Assessing risks and implementing the necessary actions to minimise these risks within their sphere of responsibility. They must also enable staff to attend the relevant statutory and essential training.
- Managing attendance in accordance with the Trusts Attendance Management Policy.

All Heads of Departments are responsible for...

- Ensuring all necessary risk assessments are carried out within their division, Service Line or department in liaison with relevant sources of specialist support and expertise within the Trust. They must also ensure that the risk management process is completed appropriately.

Note

This job description is neither definitive nor exhaustive and is not intended to be totally comprehensive. It may be reviewed in the light of changing circumstances following consultation

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All Job Holders are required to... THIS PAGE MUST BE INCLUDED IN ALL JOB DESCRIPTIONS

- Work to the Trust values - Put patients first, Take ownership, Respect others, Be positive, Listen, learn and improve.
- Adhere to Trust policies and procedures, e.g. Health and Safety at Work, Equal Opportunities etc.
- Maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training.
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INCLUDE THIS PAGE IN RELEVANT JOB DESCRIPTIONS

To be included in Service Line Manager Job descriptions

Service Line Managers Budget Responsibility

Service Line Managers are required to confirm the details of their delegated Budget Holders who are responsible for setting budgets for each cost centre. These are the individuals who will be the primary point of contact for exchange of information on the budgets to be set, be involved in setting their budgets and who will sign off their budgets as a correct record of the budget discussions.

A list of all Budget Holders will be maintained by the Finance Department, based on information presented by Service Line Managers. Service Line Managers will take responsibility for the budget setting process, but Budget Holders are responsible for setting the budgets for their cost centres.

Service Line Managers' key responsibilities in relation to budgets are to:

- ensure, and confirm themselves, the formal confirmation of the final budgets by the Budget Holder in the Budget Holder Monthly Checklist;
- deliver the required level of services within the budgets set;
- take action where required and work with their Budget Holders to ensure the above, agreeing budget changes as appropriate;
- represent Budget Holders at Performance Reviews and be able to explain variances to budget and planned corrective actions; and
- ensure that any financial problems or concerns are escalated to the appropriate level for discussion and action.

To be included in Budget Holder Job Descriptions

Budget Holder Responsibilities

The Trust has a devolved management structure, guided by Responsibility Accounting principles, whereby financial duties are delegated from the Accountable Officer (the Chief Executive) to Executive and Clinical Directors, then to Service Line Managers/Heads of Department and then to nominated Budget Holders. Each Budget Holder's areas of responsibility are defined by the cost centres assigned to them.

Service Line Managers are required to take responsibility for the budget setting process and confirm the details of the Delegated Budget Holders who are responsible for setting budgets for each cost centre. Budget Holders will be the primary point of contact for exchange of information on the budgets to be set, be involved in setting their budgets, taking into account any financial restraints or targets, and sign off their budgets as a correct record of the budget discussions. A list of all Budget Holders will be maintained by the Finance Department.

Budget Holders' key responsibilities in relation to budgets are to:

- confirm formal agreement of their final budget in the Budget Holder Monthly Checklist;
- deliver the required level of services within the budget; and
- take action where required and work with their Service Line Manager to ensure the above, agreeing budget changes as appropriate.

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PERSON SPECIFICATION TEMPLATE

ATTRIBUTES	ESSENTIAL	DESIRABLE
KNOWLEDGE & EXPERIENCE	<ul style="list-style-type: none"> • Demonstrable experience of complex, specialist psychological assessment and treatment of adults (18+) across different care settings. • Proven knowledge of the policy and legislative context of clinical psychologists working in physical health settings. • Awareness of the relationship between physical health conditions and psychological wellbeing. • Demonstrable experience of working collaboratively with service users, their families/carers. • Demonstrable experience of working collaboratively in a multi-disciplinary team and across agencies. • Demonstrable experience of undertaking specialist psychological assessments and providing proven evidence-based interventions, with the ability to work with individuals with complex needs and undertake risk assessments. • Demonstrable experience of providing teaching, training and/or supervision. 	<ul style="list-style-type: none"> • Clinical demonstrable experience working with people with renal disease, chronic health conditions or during end-of-life care. • Understanding of clinical health psychology assessments and contribution to decision making around physical healthcare and treatment. • Demonstrable experience of the assessment of capacity to consent and providing consultation to capacity assessments across a range of issues.
QUALIFICATIONS	<ul style="list-style-type: none"> • A Professional Doctorate in Clinical Psychology or equivalent e.g. Masters level qualification in Clinical Psychology if qualified before 1996. • Active registration as a Practitioner Psychologist with the HCPC. 	<ul style="list-style-type: none"> • Post-qualification specialist therapy/assessment training relevant to clinical health psychology. • Post-qualification training or proven equivalent demonstrable experience in supervision.

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APTITUDE & ABILITIES	<ul style="list-style-type: none"> • Excellent time management and organisational skills. • Ability to communicate effectively, both orally and in writing, complex, highly technical and/or clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the organisation. • Demonstrable experience that evidences an ability to attend to diversity and work in a way that promotes anti-discriminatory practice. • Competence in research and audit/evaluation. 	<ul style="list-style-type: none"> • Demonstrable experience in undertaking leadership roles within large clinical setting psychology services and contributing to the development, implementation and evaluation of strategies and clinical policies in multi-disciplinary, multi-agency contexts.
DISPOSITION / ATTITUDE / MOTIVATION	<ul style="list-style-type: none"> • Ability to work well in a busy environment. • Demonstrable experience of managing and processing emotionally distressing information, seeking support as required. • Capacity to reflect and contain intense feelings evoked by exposure to distressing situations. • Able to work both as part of a team and independently. 	
OTHER FACTORS	<ul style="list-style-type: none"> • Ability to teach and train others, using a variety of complex multi-media materials suitable for a variety of audiences. • Ability to identify and employ mechanisms of clinical governance to support and maintain clinical practice. • Ability to travel and work in a variety of locations, e.g. PDU, Derriford Hospital, home working. 	