

## **BIRMINGHAM AND SOLIHULL MENTAL HEALTH NHS TRUST**

### **JOB DESCRIPTION**

<b>Job Title:</b>	Principal Clinical Psychologist, Acute Services
<b>Grade:</b>	A4C Band 8B, Principal Clinical Psychologist
<b>Reporting to:</b>	Consultant Lead for Acute Psychological Services
<b>Accountable to:</b>	Professional accountability to the Chief Psychologist via the Consultant Lead for Acute Psychological Services. Line management accountability to the Lead for Acute Psychological Services. Operational and Clinical accountability to the Associate Director and Clinical Director for the service area, respectively, via the Consultant Lead Psychologist. Post holder's operational service objectives agreed by Lead for Psychological Services and Clinical Nurse Manager in the light of Programme objectives and priorities and Team objectives and priorities identified by relevant Team Manager(s). Accountable for delivery of services to agreed objectives to immediate Psychological Services Line Manager and designated Team Manager. Undertakes annual professional appraisals with immediate Psychological Services Line Manager. Annual (and, as appropriate, other periodic) reviews of service delivery to objectives undertaken with Psychological Services Line Manager and designated Team Manager
<b>Location:</b>	Solihull HTT

#### **Job Purpose**

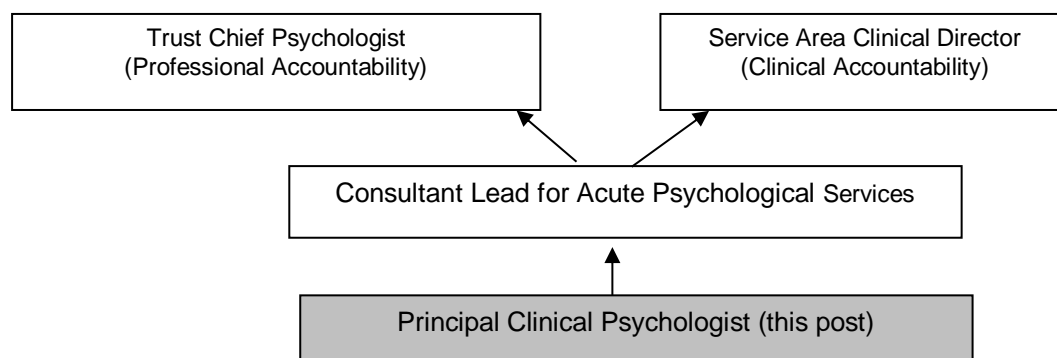
As an experienced clinical psychologist holding doctoral level professional qualifications, ensures the systematic provision of a highly specialist, multilevel clinical psychology service that is cost-effective, culturally appropriate and based on best clinical and professional practice and that meets Trust and Service Area objectives, national strategic, and policy guidelines, commissioner requirements and user and carer needs and expectations. To thereby help understand, prevent and ameliorate psychological distress and disorder and improve the mental health and well being of local service users.

#### **Job Summary**

1. As a qualified psychologist, assumes accountability for own professional actions, exercises discretion in determining how objectives are to be achieved and works independently on a day-to-day basis within the overall framework of relevant trust/team/service principles, policies and procedures, the professional codes of practice of the BPS and terms and conditions of employment.
2. Provides direct clinical services to clients, their families, and other carers, undertaking highly specialist psychological assessments and providing individual and group based psychological therapy and intervention as appropriate and required.
3. Specifically maintains a caseload of service users, with difficulties arising from Personality Disorders.
4. Facilitates the dissemination of effective evidence informed psychological practice within the team/ service by developing and supporting the use of psychologically informed protocols, guidelines and procedures by other professionals and members of the MDT and by developing psychologically informed assessment and intervention procedures that are incorporated within routine team/ward practice.
5. Plans, organises and provides teaching/training session/programmes in psychological principles and practice for other members of the MDT.
6. Provides supervision and 'liaison-consultation' services to enable and support client related work undertaken by other members of the MDT.
7. Manages, supervises and supports the clinical work of other less experienced qualified psychologists working in the team or service area.
8. Supervises Trainee Clinical Psychologists, Assistant Practitioners and other attached graduate psychologists attached to the psychology service as appropriate.

9. Exercises responsibility for the systematic governance of psychological practice within the team/service area in which the post holder works. Undertaking governance, audit and clinical administrative activities, collecting, collating and analysing data, writing and presenting reports and undertaking project development and implementation as appropriate. Uses IT equipment and software as required, including statistical, database, spreadsheet and presentational.
10. Regularly undertakes applied clinical research and development activities related to the needs of the clients served and the Clinical Psychology Service and Directorate/Trust as a whole, and utilises research skills for audit, policy and service development purposes as appropriate.
11. Responsible for introducing and implementing new psychology service and team policies and service developments in the post holders area of work and for proposing and implementing/supporting the implementation of policy or service changes and developments (including changes in clinical practice and policy) which impact beyond the post holders own area of activity (impacting for example on the work of other disciplines, departments, professionals and members of the MDT within the Directorate and on the work of others in other Directorates or service areas).
12. Participates in supervision, personal appraisal and continuing professional development activities as agreed with psychology manager, including general training required in accordance with the policies and procedures of the Trust.
13. In completing duties, draws upon on advanced level highly specialist knowledge and expertise commensurate with a doctoral degree in clinical psychology, eligibility for registration as a chartered clinical psychologist and further post qualification specialist training, clinical supervision and experience.
14. In completing agreed duties, plans, organises and prioritises own time, activities and workload (manages own clinical caseload, plans group sessions, plans and organises teaching and research activities, organises administrative responsibilities, etc).
15. When developing and implementing complex clinical programmes at a systems level (e.g. when establishing programmes implemented with or by other professionals, when integrating psychological assessment and intervention procedures into routine team/ward practice for use by other staff), or when developing and implementing audit, governance, research or teaching programmes, and when implementing policy developments that impact on others, exercises complex planning, organisational, co-ordination and evaluation functions.

#### Organisational chart



## **Key Communications and Working Relationships**

Liaises with qualified clinical, counselling and forensic psychologists and assistant practitioners working within the Service Area and those working in other Service Areas and with other clinical groups within the Trust and Region; members of other disciplines and professions responsible for the provision and evaluation of clinical care; first line operational managers, team leaders and other senior clinical, operational and corporate managers within the Trust; colleagues in the PCT, Local Authority, Probation Service and other statutory, voluntary and non-statutory agencies; GPs and other referral agencies; professional training courses, academic/educational and research departments, research workers; service user and carer organisations, service users and carers; and others as relevant to this post.

## **Working Environment**

The post holder will work with adults with complex, severe and enduring mental health disorders, who require intensive and consistent support and enhanced level CPA and whose presentations often involve significant risk, co-morbid conditions and multiple needs, sometimes complicated by organic dysfunction. In the course of their work, the post holder will encounter a range of presenting problems, including schizophrenia and other forms of psychosis, challenging behaviour, self-harm, substance misuse, personality disorder, complex emotional dysfunction (depression, anxiety, anger), cognitive deficits (including impairments of intellectual, memory and executive function), severe interpersonal problems and social disabilities. Histories of risk and antisocial behaviour are common and several clients present a significant risk of aggression and violence or self-injury and suicide. The post holder will also work with the client's support networks, including care staff and family members.

The post holder will work in the acute service and in associated facilities and will be required to travel between sites within the Trust's socio-economically and culturally diverse urban service area, elsewhere in the West Midlands Region or nationally, on a regular basis (to attend professional meetings and training events, to assist in the assessment of client's in their own homes, hostels, residential units, inpatient units, independent and voluntary sector establishments, etc). The transport of psychological test materials, audio-visual and IT equipment may be required.

The post holder is likely to encounter unpleasant working conditions (e.g. verbal abuse/threats, unpleasant odours) on a frequent basis and may have some exposure to physical aggression. The post holder is likely to be exposed to highly distressing or highly emotional circumstances on a frequent basis (working with emotionally demanding/challenging clients, with cases of abuse or self harm, with difficult family members) and may witness/have to deal with highly distressing incidents of violence or self-harm. When working within multidisciplinary settings, the post holder may encounter and be required to address challenging team dynamics and conflicting professional perspectives.

## **Principal Duties and Responsibilities (Key Result Areas)**

The post holder may be required to undertake any of the duties specified in the key result areas noted below. The relative priority and time allocated to each of the duties/key result areas will be determined by reference to service needs and may vary in the light of prevailing service priorities and requirements.

### **Clinical**

1. Undertakes highly specialist psychological assessments of complex cases, assessing personality, beliefs, attitudes, behaviour, emotional function, and other relevant psychological characteristics and dimensions and factors relevant to the development, maintenance and understanding of the client's difficulties as appropriate, using standardised psychometric instruments, protocol based assessment tools, self-report measures, rating scales, direct and indirect structured observations and structured and semi-structured interviews as required. Utilises assessment techniques directly with clients and collects information from family members and others involved in the client's care as appropriate.
2. Undertakes highly specialist assessments of neuropsychological and cognitive function, including attention, intelligence, memory, executive function, aphasia and language, motor skills and sensory function, using specialised neuropsychological tests, materials, equipment and observational and measurement techniques that require precise adherence to standardised administration protocols

and that require specific training and appropriately developed physical skills for their proper use (including dexterity and co-ordination when manipulating stimulus materials and demonstrating task requirements, precise timing of stimulus presentations and response times and rates, very high levels of accuracy when measuring responses, high level attentional, observation and listening skills when evaluating motor dysfunction or speech deficits, as well as efficient memory skills and concentration.)

3. Scores, collates, analyses, interprets and reports findings of psychological assessments undertaken with clients and others, integrating highly complex data from multiple sources (obtained using a variety of measures and techniques and collected from a variety of sources) within an appropriate interpretational framework.
4. Develops highly complex formulations of highly complex presenting problems, considering a range of hypotheses as required and drawing upon the findings of psychological assessments, relevant aspects of the case history, relevant psychological models, concepts and theory and advanced knowledge, expertise and analytic and interpretational skills acquired through specialist post qualification training and experience.
5. Develops and implements highly complex plans for the formal psychological treatment and/or management of the client's presenting problems, that are based upon highly specialist and advanced knowledge and an appropriate conceptual framework, that employ psychological procedures and practices having an evidence base for their efficacy and/or an established theoretical basis for their use and that are provided across the full range of care settings.
6. Maintains a case load of clients for therapeutic interventions, the size of which is determined in the light of service needs and objectives and delivers psychological treatments and therapeutic/management interventions to fidelity, protocol guidelines or appropriate professional standards, for individual clients, couples and for families. In providing formal psychological interventions i) evaluates and identifies appropriate treatment/intervention options in the light of specialist theoretical and therapeutic models, the findings of assessment and the complex historical and developmental factors that have shaped the individual client and their family, the problem formulation, the evidence base and user characteristics and preferences; ii) employs a range of psychological approaches and techniques individually and in combination as appropriate; and iii) monitors and evaluates clinical progress and reviews and revises the psychological formulation and treatment plan in the light of treatment progress and by reference to differing explanatory models and alternative/reformulated hypotheses.
7. Plans, develops, co-ordinates, delivers and evaluates therapeutic groups as appropriate, including for example group approaches to the management of stress, anxiety and depression and the enhancement of self-esteem and social skills, psycho-educational group approaches to the understanding and self-management of symptoms and problems, and other protocol based or semi structured group interventions. Acts as therapist or co-therapist (with other qualified psychologists, Assistant Practitioners, or other designated clinicians) as appropriate.
8. Together with other team members as appropriate, provides support and advice to the families and natural carers of people with mental health and psychological problems referred to the team/service area, offering behavioural family therapy or systemic family therapy where appropriate and supporting and enabling the delivery of intervention programmes by relatives/carers as appropriate.
9. Undertakes highly specialist risk assessments from a psychological perspective and to provide psychologically based programmes of risk management for individual clients, and to provide advice to other professions on psychological aspects of risk assessment and management.
10. In completing clinical duties, exercises autonomous professional responsibility for the psychological assessment and treatment, and discharge from psychological care, of referred clients and other clients whose problems are managed by psychologically based care plans.
11. When completing clinical duties, receives, obtains and communicates highly complicated, extremely sensitive and highly contentious assessment, formulation and treatment related clinical and personal information, sometimes in emotionally charged, hostile or otherwise challenging

circumstances, where there may be constraints on the engagement, motivation, cooperation, acceptance, tolerance or understanding of the service users involved or their families.

12. Collaborates with other members of the MDT in case and care reviews in the context of the Care Programme Approach and other relevant clinical systems applying in inpatient, day patient or outpatient settings.
13. Attends and contributes to appropriate multi-disciplinary assessment meetings, case conferences, reviews, etc, providing specialist psychological advice, opinion, expertise and guidance in relation to problem formulation, diagnosis, treatment and individual care planning and other clinical matters as necessary and providing a psychological perspective or psychological information as required.
14. Directly and indirectly promotes and supports a psychologically informed and evidence based approach to the understanding and management of the problems and needs of all clients across all settings within the service area covered.
15. Undertakes, if appropriate and agreed with psychology line manager, evidence informed project work in respect of a special clinical need, clinical group or clinical problem of relevance to the MDT and service as a whole. In this respect identifies the scale of local need in relation to the clinical problem in question, collaborates with colleagues in planning relevant psychological interventions and solutions and to assist in service dissemination and the maintenance of quality standards via the development of protocols, training and networking.
16. Provides evidence within courts and other judicial settings as required.

#### **Teaching, training, supervisory, consultative/advisory**

1. Plans, organises and delivers in service training workshops, seminars, lectures and courses on psychological, clinical and professional topics for members of the MDT or other professionals within the Trusts (the focus of which will be determined by reference to the team's service priorities and skills required to meet clients' needs). As required, plans and organises training sessions/courses, prepares teaching content, materials (including handouts) and aids (including computer assisted), organises and co-ordinates input from other tutors/trainers, directly provides presentations and evaluates teaching initiatives using appropriate measures.
2. Provides presentations on relevant clinical or research topics, relevant areas of work, external training events attended, etc, to members of the Trust Psychology Service, contributing thereby to the CPD of other psychologist in the service
3. Provides clinical and professional supervision and post qualification training to recently qualified clinical and/or counselling psychologists attached to the Team.
4. Provides clinical placements and supervision for trainee clinical and/or counselling psychologists, ensuring that trainees acquire the necessary skills, competencies and experience to contribute effectively to good mental health care. Contributes to the assessment and evaluation of such competencies.
5. Provides professional and clinical supervision to Assistant Practitioners, graduate volunteers and undergraduates on attachment from the University of Birmingham and elsewhere.
6. Contributes with other members of the Trust Psychology Service to the University of Birmingham doctoral course in Clinical Psychology and to other professional training courses in clinical psychology, counselling psychology and forensic psychology, providing teaching input as appropriate.
7. Ensures that all members of the MDT have access to a psychologically based framework for the understanding and care of clients of the service and facilitates the effective and appropriate

provision of psychological care by team members through the provision of expertise, advice, support and consultation and the dissemination of psychological theory and research.

8. Provides highly specialist psychological advice, consultancy, guidance and where appropriate supervision to other members of the MDT (e.g. nursing staff) who are involved in client assessment and who provide direct intervention in individual cases and with groups of clients. Supports other member of the MDT in the appropriate identification and use of psychologically informed assessment methodologies and treatment interventions as part of a client's agreed care plan and as appropriate designs programmes of assessment and intervention for implementation by others. As appropriate, works jointly with other team members in the provision of individual and group based programmes.
9. Provides advice, consultation and training to staff working with the client group to enable team members to incorporate informed psychological practice within their day-to-day work with clients. In this respect, supports other members of the MDT by the development of 'shared formulations' of the clients presentation and needs, and advises on psychologically based assessment and intervention techniques that might at a systems level be incorporated within the Team's operational policy.

### **Policy, Service Development, Service/Resource Management, Recruitment and Professional Leadership**

1. Proposes and implements new psychology service policies and service developments in the post holders area of work, including those that improve the efficacy, efficiency and quality of the psychology service provided and those that support the provision of psychology services in line with relevant NICE and DoH guidelines.
2. As a senior clinician within the MDT and service area, participates in the development, evaluation and monitoring of accessible, responsive and high quality team services and operational policies, contributing advice and expertise in forums in which service developments are planned and discussed and supporting agreed developments by deploying relevant professional skills.
3. Contributes highly specialist advice to other steering, advisory planning, operational policy and review forums within the Team/area in which the post holder works, and as relevant elsewhere in the Directorate and Trust.
4. As a senior clinician, proposes and implements/supports the implementation of policy or service changes and developments (including changes in clinical practice and policy) which impact beyond the post holders own area of activity (impacting for example on the work of other disciplines, departments, professionals and members of the MDT within the Directorate and on the work of others in other Directorates or service areas), particularly those that enhance the availability and accessibility of best and psychologically informed clinical practice or that otherwise improve the efficacy, efficiency or quality of the service offered by the MDT. In this respect designs, implements and evaluates clinical, governance and service initiatives and co-ordinate the work of others involved as appropriate.
5. Draws the attention of professional line manager and other service managers to unmet needs and shortfalls in the availability of psychological services, advises managers on other aspects of the service where psychological and/or organisational matters require attention and offers suggestions about service initiatives and developments.
6. Exercise delegated responsibility for managing the psychological resource available to the Team, managing and co-ordinating the work of other qualified psychologists, Trainees Psychologists, Assistant Practitioners, graduates and undergraduates as appropriate.
7. Exercises responsibility for the systematic governance of psychological practice within the team/service in which the post-holder works.
8. Participates as appropriate in staff recruitment, both in the short-listing process and as a member of interview panels for qualified psychologists, assistants and graduate psychologists.

9. Exercise delegated responsibility for the psychological tests, psychological equipment, IT, books and other materials employed in the provision of psychological services to and through the team/service, ensuring the careful and responsible use, transport and storage of material resources as allocated.
10. Draws to the attention of the appropriate budget holder shortfalls in the material resources necessary to fulfil the post-holder's expected professional functions or the objectives of the psychology service of which they are part, including test materials, books and relevant equipment.

### **Research and Service Evaluation**

1. Draws upon evidence-based treatment literature, other relevant clinical and experimental research findings and established theoretical models to support evidence based best practice when working directly with clients and their families and when working with and through other members of the MDT.
2. As a senior clinician, ensures that evaluations of the Team's services and service developments have a psychological dimension, taking the psychology lead in the monitoring and evaluation of the Team's operational policies and practices and deploying professional skills in research, audit and outcome evaluation as appropriate.
3. Contributes to the development and implementation of governance initiatives and quality assurance systems for use by the MDT, other professions and the service as a whole, including for example the development of systems for assessing outcomes and for evaluating user satisfaction with services received. Initiates and undertakes specific project management that enhances the Team's service provision, including complex audit and service evaluation, collaborating with colleagues within and across the service, the Directorate and other Directorates as required.
4. Regularly undertakes R&D activity of benefit to the Team and service as a whole, including where appropriate work evaluating current psychological practice, work related to the development of innovative psychological assessment and intervention procedures and work related to the better care of people within existing care systems. Designs, implements and evaluates research and projects as agreed.
5. Where appropriate, advises team colleagues on matters related to experimental design and methodology and collaborates in research programmes organised by others within the Trust.
6. As appropriate, co-ordinates and supervises the research work of recently qualified psychologists and Assistant Practitioners and of psychology students undertaking research on a delegated basis.
7. Participates in such systems of clinical audit, quality assurance and governance review as may be agreed in respect of psychology services.
8. Analyses data and produces audit and research reports, using advanced statistical procedures and advanced IT skills. Uses complex statistical software (e.g. SPSS) and other information technology and software (including word processing, spreadsheet and databases) as appropriate.
9. Keeps adequate records of service operation in accordance with agreed Team/Clinical Psychology Service/Trust information systems and ensures the security of confidential data.
10. Collates and submits information to the Directorate/Service Lead Psychologist to assist in the preparation of annual reports on the psychology service provided to Team and Directorate.

### **Information Technology responsibilities**

1. Uses information technology to record client contact information (including the Trust's patient data information system, EPEX), to complete data display and analysis, to prepare teaching and training materials and deliver presentations, to prepare reports (including written, graphical and visual material) and to communicate via e-mail. Uses word processing, spreadsheet, data base, statistical,

presentational, and desk top publishing software and software for the scoring and interpretation of psychometric and neuropsychological tests.

2. Collates and organises data and information collected/compiled by others (e.g. measures of clinical outcome recorded by other psychologists and other members of the MDT, information recorded by others that is required within an audit or governance context), undertakes analysis of such information (using SPSS or other statistical procedures as appropriate) and prepares reports and documents as required.
3. Prepares, and as appropriate guides/supports others in preparing, data bases or spreadsheets for purposes of recording and organising research and audit data collected by others. Establishes filing systems and data-bases for activity monitoring and review purposes within that part of the psychology service for which the post holder has responsibility.
4. Uses a range of software to create reports and documents, including desk-top publishing software to design and create leaflets and psycho-educational materials.

### **Professional Development and Practice**

1. Observes professional codes of practice of the British Psychological Society (including the BPS 'Code of Conduct, Ethical Principles and Guidelines', 1998, and the Division of Clinical Psychology 'Professional Practice Guidelines', 1995), Trust policies and procedures and terms and conditions of employment.
2. Responsible for working within limits appropriate to qualifications, competence and experience and for professional self-governance in accordance with professional codes of practice and Trust policies and procedures.
3. In common with all applied psychologists, receives regular clinical and professional supervision from an appropriately experienced Chartered Clinical Psychologist (and if appropriate other senior professional colleagues), in accordance with the BPS Code of Conduct, DCP professional practice guidelines and Trust Psychology Service policy. In accordance with DCP Guidelines for CPD and Trust Psychology Service policy, undertakes such programmes of internal and external CPD, personal development and training as may be agreed with the post-holder's professional manager at the beginning of the appointment and at subsequent appraisal reviews, ensuring thereby that the post-holder develops and maintains the highest professional standards of practice when fulfilling their duties and responsibilities and that they contribute to the development and articulation of best practice in psychology across the service.
4. Maintains active engagement with current developments in the field of clinical psychology and related disciplines, gains wider experience of professional psychological practice, continues to develop skills of a reflexive and reflective scientist practitioner and further develops skills and competencies that assist in the performance of current duties and prepare for future duties and responsibilities, through attendance at training events, attendance at special interest groups and relevant clinical forums, reading relevant research and practice literature, visits to other service settings, etc, as well as through regular professional supervision and appraisal.
5. Participates in annual personal development/appraisal reviews with the designated psychology line manager.
6. Maintains and further develops skills in the area of clinical supervision and professional pre- and post- graduate training.
7. Maintains and promotes the highest standards of clinical record keeping (including electronic data entry) and report writing in accordance with professional codes of practice and Trust policies and procedures.
8. Attends and contributes to Directorate Psychology Meetings and such other Trust wide psychology service meetings as may be organised.



9. Advises psychology line manager of any changes in their circumstances that might jeopardise their fitness to practice or their compliance with the Society's Code of Conduct (including criminal convictions incurred subsequent to completion of Criminal Records Bureau (CRB) checks).
10. Advises officers to whom they are accountable if post holder believes they have been allocated responsibilities that exceed their level of competence or experience, if they have been allocated a workload they consider unreasonably excessive, if they identify CPD needs relevant to duties they are asked to undertake, or if they otherwise require support.
11. Notifies professional lead and/or the Trust Director of Psychology Services should post-holder believe that another psychologist's fitness to practice, or adherence to the Society's Code of Conduct, has been compromised or breached.

#### **Other**

1. To maintain up to date knowledge of legislation and national and local policies and guidance in relation to both the specific client group with whom the post holder works and general mental and psychological health issues, and maintains knowledge of Trust policies and procedures that are relevant to the post-holders roles and responsibilities.
2. Provides activity data as required as part of relevant service reviews.
3. Undertakes specific administrative duties as required.
4. Performs other duties of a similar kind appropriate to the grade, which may be required from time to time by the Psychology Manager.

### **General Trust Conditions and Expectations**

#### ***Confidentiality***

It is a condition of employment that staff do not disclose any information obtained in the course of their duties other than to those entitled to receive it. The post holder must ensure that the confidentiality of personal data remains secure and the terms of the Data Protection Act and relevant Trust policies are met in respect of information held the Trust's computerised information systems.

#### ***Equal Opportunities***

The Trust is committed to equality of opportunity. All staff are required to comply with current legislation, Trust policies and guidance, good practice and the NHS Executive's Planning and Priorities Guidance 1996/1997

#### ***Health and Safety***

Staff must ensure that they are familiar with the requirements of the Health and Safety at Work Act (1974), the Trust's Health and Safety Policies/codes of practice or regulations applicable to the work place.

#### ***Training Education and Development***

All staff are required to participate in any necessary training and development to keep up to date with the requirements of the job.

#### ***Research Governance***

R&D activities help underpin effective and high quality clinical services and support a culture of evidence based practice and innovation amongst staff. All staff have a duty to be aware of and comply with their responsibilities for research governance, whether as researchers, as part of the team caring for those participating in research, or as research participants themselves.

**No smoking**

Acknowledging its responsibility to provide a safe, smoke free environment for its employees, service users and visitors, the Trust actively discourages smoking on Trust property.

***This job description is indicative only and may be revised from time to time, and not less than annually, in consultation with the post holder and in the light of changing service demands, service priorities and other relevant circumstances and the post-holders personal appraisal. The post holder may also be required to provide cover in other areas following appropriate discussion.***

**Job Description Agreement:**

<b>Manager:</b>	.....	<b>Signature</b>
	.....	<b>Name</b>
	.....	<b>Date</b>
 <b>Post Holder:</b>	 .....	 <b>Signature</b>
	.....	<b>Name</b>
	.....	<b>Date</b>