

JOB DESCRIPTION

**OUR VISION: 'TO BE THE LEADING HEALTH AND WELLBEING SERVICE IN
THE PROVISION OF MENTAL HEALTH AND COMMUNITY CARE'**

Job Title	Senior Psychologist in Community Stroke Services
Band	8a
Responsible To	8b Principal Psychologist in Stroke Services
Accountable To	Head of Clinical Health Psychology
Base	South Essex
Hours of Work	37.5

ROLE SUMMARY

The post holder will be responsible for providing qualified specialist clinical psychology services as an integral member of the specialist Clinical Health Psychology services. The post holder will provide psychological assessment and psychological interventions and therapies for individual clients and groups, and provide advice, guidance and consultation on clients' psychological care to non-psychology colleagues, carers and family. The post holder will utilise research skills for monitoring and evaluating the effectiveness of psychological interventions, audit, policy development and service development and research.

The post holder will work with the South Essex Stroke Psychology Team and with associated MDT's to assess and guide intervention for people who have had a stroke in community settings across South Essex. This role includes skills training, supervision and consultation for MDT colleagues. The post holder will work with Consultants, Nurses, Physiotherapists, Speech and Language Therapists and Occupational Therapists, as well as, working alongside other Clinical Health Psychology colleagues in the acute hospital and community.

The post holder will work autonomously within professional guidelines and the overall framework of the Trust's policies and procedures. The post holder will work with adults of working age with a range of complex and/or enduring physical and mental health problems.

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KEY RESPONSIBILITIES

- To work as an integral member of the Stroke Psychology Team, providing clinical assessment, intervention, consultation about clients, as well as supervision and training for MDT members.
- To support the development of the stroke service through co-production with those using the service and system partners.
- To make an important contribution to the provision of the Clinical Health Psychology Service South Essex Community Stroke Services.
- Provide recommendations for further action / intervention with clients referred for psychology opinion, as appropriate, in discussion with individual clients and colleagues within the MDT, referring on to other agencies as required (including emergency psychiatric referral when indicated).
- To provide specialist psychological assessment of referred clients in order to determine immediate psychological intervention needs, which may include referral on to other specialist mental health services, primary care services, or community services. Assessments and formulations will be based on the use, interpretation, and the integration of complex data from objective self-report measures, direct, and indirect structured observations and interviews.
- To ensure that referrals are triaged, discussed and managed appropriately to capacity for the contracted number of sessions, whilst ensuring 18 week referral to intervention waits are not breached.
- To provide evidence-based and where possible NICE-recommended group and individual interventions. At times, family or couples interventions may also be provided. Interventions will include outcomes and evaluation as appropriate.
- To develop appropriate discharge plans for clients at the end of therapy as determined by intervention outcome and the conceptual framework of the clients' problems.
- To act as a consultant and resource on psychological issues, by establishing and monitoring therapeutic and assessment systems, staff training and support, and direct client work.
- To undertake risk assessment and risk management for individual clients and to provide advice to other professionals on the psychological aspects of risk assessment and risk management.
- To communicate in a sensitive and skilled manner, information pertaining to the assessment, formulation, and intervention plans of clients under his/her care and to monitor progress during the course of intervention both individually and within the teams/services. To manage agreed outcome data appropriately, including quarterly reports on data analysis.
- To contribute towards teaching of staff in the wider Hospital where appropriate to capacity, and provide clinical consultation to medical staff.
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client groups and mental health.
- To receive regular clinical professional supervision from a senior Clinical Psychologist in accordance with good practice and regular external

psychotherapy supervision in keeping with requirements of professional registration with the HCPC (or equivalent).

- To participate in peer group supervision, where appropriate.
- To provide supervision and guidance to MDT members.
- To maintain high standards of clinical competence by keeping updated on specialist literature, attending training days, conferences, and conducting research.
- To contribute to the development, evaluation and regular appraisal of the organisational operational policies and services, through professional research skills in service evaluation and audit.
- To take the initiative on projects related to quality, audit and service development in line with the requirements of the individual teams/services and needs of the Trust.
- To identify areas for the potential development of the services and report these to the Head of Clinical Health Psychology Services.

OPERATIONAL RESPONSIBILITIES

- To adhere to Health & Safety requirements
- To be aware of the Trust Complaints Policy in order to promote excellence of service and consumer satisfaction.
- Awareness and understanding of effective use of risk management techniques
- Awareness of service standards/targets and ensure they are being met
- To exercise autonomous professional responsibility for the assessment, intervention and discharge of service users.
- To work effectively as a member of a multi-disciplinary clinical team and actively support the ethos of the service.
- To maintain good communication and links with other agencies within the health and voluntary sectors.
- Required to be trained / participate in Personal Safety and Basic Life Support.
- To be personally responsible for maintaining and updating professional registration within the requirements of the individual bodies. The post holder is required to adhere to the Trust policies and relevant legislation including the requirements of the British Psychological Society (BPS), The Health Care Professions Council (HCPC), and any additional governing body relating to mental health qualifications
- To receive regular clinical professional supervision from a senior clinical psychologist and, where appropriate, other senior professional colleagues.
- To employ theoretical knowledge and evidence-based literature and research to support practice in individual and team work, evaluation and audit.
- To participate in 7 day working routines if required.
- To maintain the standards of service as set within the department and identify areas for improvement. These will be implemented after agreeing with the Head of the Clinical Health Psychology Service and the Head of Department.
- To attend professional and management meetings of CHPS and the Psychology Department where possible, to ensure that knowledge and skills

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are updated through developing a professional development plan, and to seek clinical guidance and supervision from the Clinical Psychologist who manages the Post holder.

- To monitor clients and provide data for information services according to their monthly deadlines
- To follow the British Psychological Society and HCPC code of conduct for Psychologists. Professional healthcare staff are responsible for complying with the standards set by their regulatory or professional bodies, Trust policies and relevant legislation. A breach of such standards may lead to action by NHS bodies independent of any taken by the regulatory or professional body concerned. It would be investigated fairly and appropriate steps taken to prevent a recurrence and address any wider causes.
- To abide by Trust and Directorate/department operational policy.

ADDITIONAL DUTIES

In addition to the above duties you will also be expected to perform the below key activities in line with your job role;

- Complete mandatory training in line with Trust policy and procedures
- To participate in the staff appraisal process and to undertake for any staff you manage
- To keep yourself updated on all matters relating to Trust policy
- To provide management supervision where appropriate

**OUR TRUST STRATEGIC OBJECTIVES SUPPORTED BY
OUR VISION AND VALUES**

WE CARE. WE LEARN. WE EMPOWER.

PEOPLE FIRST

OUR PURPOSE

We **care** for people, every day.
What we do **together**, matters.

OUR VALUES

We **CARE**
We **LEARN**
We **EMPOWER**

OUR VISION

To be the **leading** health and wellbeing service in the provision of **mental health** and **community care**.

OUR STRATEGIC OBJECTIVES

We will deliver **safe**, high quality **integrated** care services.

We will **enable** each other to be the **best** that we can.

We will work together with our **partners** to make our services **better**.

We will help our communities **thrive**.

ASSURANCE STATEMENT

The purpose of this job description is to outline levels of responsibility and accountability of this post, to ensure that all work undertaken by our staff is identified and lines of accountability are clear.

NHS CONSTITUTION

You are responsible for ensuring that the values outlined in the NHS Constitution are adhered to daily and any matters of concern are raised with the relevant Line Manager or through the necessary processes within the Trust.

You are responsible for delivering a compassionate, dignified and respectful service to clients at all times.

DUTY OF CANDOUR

You must adhere to the principles of openness, transparency and the statutory duty of candour in your day to day work and conduct and encourage the same behaviours within the wider organisation.

EQUAL OPPORTUNITIES STATEMENT

The Trust operates an Equal Opportunities Policy and expects staff to have a commitment to equal opportunity in relation to employment, development, training and service delivery.

NO SMOKING POLICY

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The Trust is committed to a policy which discourages smoking and prohibits smoking on Trust property and on Trust business outside it.

INFECTION CONTROL

The post holder is accountable and responsible for the prevention of healthcare associated infections by complying with all Infection Prevention & Control policies and procedures in line with legislation (Health Act 2006; Code of Practice for the Prevention and Control of Healthcare Associated Infections.)

HEALTH AND SAFETY

All employees must be aware of the responsibilities placed upon them under the Health and Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to provide a safe environment for employees and visitors.

GENERAL DATA PROTECTION REGULATION 2018

The General Data Protection Regulation (2018) is to ensure compliance with all Trust policies, and those procedures relevant to the area of work.

The Trust will always seek to process your personal data in accordance with its obligations and your rights.

The GDPR requires that personal data shall be;

- Processed Lawfully, fairly and in a transparent manner in relation to individuals;
- Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall not be considered to be incompatible with the initial purpose;
- Adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data may be stored for longer periods insofar as the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes subject to implementation of the appropriate technical and organisational measures required by the GDPR in order to safeguard the rights and freedoms of individuals; and
- Processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate, technical or organisational measures.

All employees must adhere to the Trust's Policy on the Protection and Use of Personal Information which provides guidance on the use and disclosure of information. The Trust also has a range of policies for the use of computer equipment and computer generated information. These policies detail the employee's legal obligations and include references to current legislation. Copies of the Policy on the Protection and Use of Personal Information and other Information Technology policies are included in the Trust's Policies and Procedures Manual/Intranet.

INFORMATION ASSET OWNERS AND ADMINISTRATORS

An information asset is a service user, staff or corporate information/data, processed by us and held in an electronic or hard copy/manual format. An information asset owner (IAO) is a senior member of staff who is the nominated owner for one or more identified information assets within the service/Trust. If you are a nominated IAO you will understand and monitor the following;

- What information assets are held and for what purpose within your team
- How information is created, amended or added to over time
- Who has access to information and why
- Understand and address the risk to the asset, providing assurance to the senior information risk owner in the overall information risk management function
- As an Information Asset Administrator you will ensure you fulfil the following responsibilities
- Ensure that policies and procedures are followed
- Recognise actual or potential security incidents, consulting with IAO's on incidents and management
- Ensuring that information asset registers are accurate and up to date.

CONFIDENTIALITY

Your attention is drawn to the confidential nature of information collected and used throughout the NHS. The unauthorised use or disclosure of client, staff or other personal information is a dismissible offence. The unauthorised disclosure of information could also result in a prosecution for an offence, or action for civil damages, under the General Data Protection Regulation.

You are required to observe the strictest confidence regarding any Confidential Information relating to work of the Trust, its clients/clients and its employees.

“Confidential Information” includes but is not limited to information relating to the Trust received by you in the course of your employment with the Trust or its predecessors, information relating to clients, personnel information, budgeting and financial information and information in respect of which the Trust owes a duty of confidentiality to a third party.

You are required not to disclose any Confidential Information either during or after your employment with the Trust, unless expressly authorised to do so by the Trust or required in the proper performance of your duties or as required by law.

This obligation will cease only when such information comes into the public domain other than through unauthorised disclosure by you.

Failure to comply with these requirements could result in action being taken under the Trust's Conduct/Disciplinary Policy and Procedure.

This obligation is without prejudice to the law concerning protected disclosures in the Public Interest Disclosure Act 1998 (the so-called “Whistleblowers Act”).

RISK MANAGEMENT

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All staff working in, or for the Trust have a responsibility for participating in the risk management programme. All post-holders have a responsibility to assess all risks to systems, processes and environment and contribute to the clinical and corporate governance agendas as appropriate.

SAFEGUARDING DUTY

“It is the responsibility of the post holder to be aware of and follow the legislation and guidance regarding Safeguarding Children and Adults as stated in the Trust Safeguarding Policy and the Southend, Essex and Thurrock (SET) Child Protection Guidance. This applies to all staff regardless of which member of the family is the primary client. The post holder is responsible for ensuring they receive the appropriate level of Safeguarding Children training according to their role”.

INFORMATION TECHNOLOGY

It is the responsibility of the post holder to have a level of IT competence relevant to their job role and will be expected to continue to keep their skills up to date as part of their Continuing Professional Development.

CHANGES TO THIS JOB DESCRIPTION

Post holders have a responsibility to discuss any significant job changes with their line manager at the time the change occurs and agree any permanent substantial change.

On appointment within the Trust staff may be allocated to a specific area of care. It is however Trust policy to allocate staff to other areas of work within the Trust from time to time where this is in the interest of the individual and / or the service.

The Job Description does not purport to be an exhaustive list of duties and responsibilities. The post holder will be expected to undertake additional duties as the requirements of the post change.

Date post holder in receipt of job description

Signature of post holder

Signature of line manager