



#### JOB DETAILS:

<b>Job Title</b>	High Intensity Specialist Psychological Therapy Practitioner
<b>Pay Band</b>	Band 7
<b>Hours of Work and Nature of Contract</b>	37.5 hours per week Permanent
<b>Division/Directorate</b>	Mental Health and Learning Disabilities
<b>Department</b>	Psychological Therapies
<b>Base</b>	To be discussed at interview

#### ORGANISATIONAL ARRANGEMENTS:

<b>Managerially Accountable to:</b>	Lead Consultant Psychologist
<b>Reports to: Name Line Manager</b>	Lead Consultant Psychologist or Lead Therapist
<b>Professionally Responsible to:</b>	Lead Consultant Psychologist

#### OUR VALUES AND BEHAVIOURS:



Our values and behaviours are fundamental to the way we do things at Cwm Taf Morgannwg University Health Board. They are everything we stand for and aspire to. That includes the way we behave, how we perform our roles and the way we recruit new talent. We look forward to exploring how your values align with ours. This is how we work:

*We listen, learn and improve  
We treat everyone with respect  
We all work together as one team*

To find out more about our values, visit: <https://cwmtafmorgannwg.wales/we-are-cwm-taf-morgannwg/>

### **Job Summary/Job Purpose:**

The post holder will be part of Secondary Care Community Mental Health Services (CMHT's), and will work with colleagues across Cwm Taf Morgannwg University Health Board (CTMUHB). They will be accountable for their own actions.

The post holder will work with people who have a range of mental health problems on the moderate to severe end of the spectrum with significant complexity and effect on functioning. The interventions will be delivered to service users as part of a care and treatment plan.

The post holder will be involved with services and agencies involved in the care of service users to promote multi-agency working to improve outcomes for service users and their families.

The post holder will be a lead specialist in the provision of psychotherapeutic interventions for people who have a range of mental health problems in accordance with service criteria.

The post holder will be involved promoting multi-agency working to improve outcomes for those service users and their families.

Principal duties will include:

- a) providing a comprehensive assessment of psychological and social needs.
- b) developing individual psychotherapeutic formulations, integrating a range of therapeutic models one of which must be CBT.
- c) providing autonomous evidence-based psychological interventions in individual and group formats.
- d) providing clinical supervision to colleagues.
- e) auditing the outcome of specialist treatments and provide reports to the senior management team.
- f) developing a training programme to enhance psychotherapeutic skills in collaboration with Senior Psychologists.

### **DUTIES/RESPONSIBILITIES:**

The post holder will:

- Use highly developed communication skills dealing with highly complex and highly sensitive information in working with people to understand their personal and often very sensitive difficulties. There will be frequent exposure to distressing and emotional circumstances.
- Ensure that client confidentiality is protected at all times.
- Educate and involve family members and others in treatment as necessary,

conveying formulations with sensitivity in easily understood language.

- Demonstrate high standards in written communication.
- Be able to write clear reports and letters to referrers.
- Attend multi-disciplinary meetings relating to the CMHT.
- Facilitate group meetings.
- Communicate and liaise with colleagues across the breadth of services.
- Provide specialist psychological advice, guidance and consultation to other professionals contributing directly to clients' formulation, diagnosis and treatment plan.
- Communicate clearly with service users, their relatives and professional colleagues by giving verbal feedback, through clinical consultation, contributions to clinical meetings and in the form of reports and clinical summaries as appropriate.
- Maintain and update client records within CTMUHB and professional guidelines.
- Promote and maintain links between Primary Care, OPMH staff, and acute services to help co-ordinate the provision of an effective CMHT.
- Be eligible to perform the functions of a local mental health partner to carry out a comprehensive mental health assessment.
- Hold an accredited Psychotherapy qualification in CBT at Master' Level or its equivalency.
- Have a working knowledge of at least one other psychotherapeutic model.
- Be trained and experienced in the provision of clinical supervision.
- Possess significant experience of working as a psychological therapy practitioner demonstrating these competencies as required.
- Attend clinical/managerial supervision on a regular basis as agreed with Manager.
- Be aware of, and keep up to date with advances in the spheres of CBT and other psychological therapies.
- Ensure clear professional objectives are identified, discussed and reviewed with senior therapists on a regular basis as part of continuing professional development (CPD).
- Participate in individual performance review and respond to agreed objectives.
- Keep up to date all records in relation to CPD and ensure personal development

plan maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.

- Attend relevant conferences/workshops in line with identified professional objectives.
- Maintain up-to-date knowledge of legislation, national and local policies and procedures in relation to Mental Health Services.
- Make decisions on new referrals, adhering to the service's protocols.
- Provide skilful and comprehensive assessment of clients referred to the service ensuring risk assessment is an integral component of all clinical work.
- Exercise autonomous professional responsibility for the specialist psychotherapeutic assessment and treatment of service users referred for therapeutic work.
- Make judgements involving complex facts or situations on a daily basis. This will require the analysis, interpretation and comparison of a range of information in order to select the appropriate assessment or treatment option.
- 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, family or group.
- Accept referrals via agreed protocols within the service.
- Contribute to the planning and development of psychological treatments for people, in consultation with the Lead Consultant Clinical Psychologist.
- Monitor referral patterns, identifying trends and potential issues to be addressed as directed by the Lead Consultant Clinical Psychologists.
- Contribute to the development of new psychological services and participate in service planning and development, as directed by the Lead Consultant Psychologist.
- Attend and contribute to planning and service development meetings as directed by the Lead Consultant Clinical Psychologist and secondary care services.
- Devise, carry out and facilitate audit and research work both in a multi-disciplinary and a uni-disciplinary manner as a regular part of their job.
- Ability to meet agreed/specified service targets.
- Ability to manage own caseload and time.
- Possess standard keyboard skills and information technology skills including word

processing, email, intranet and internet, formal presentations for teaching preparation and communication, correspondence, clinical reports, and systematic clinical literature searches.

- Be required to be able to work in clinical situations with intense concentration requiring frequent decision making.
- Conduct psychological assessments for service users utilising interview techniques, psychometric tests, behavioural observation, and consultation with relatives/ carers.
- Construct a psychological formulation of each patient's difficulties and develop an individualised intervention and management plan. Formulations will draw on a range of explanatory models, including CBT.
- Implement and evaluate high intensity, specialist evidence-based psychological therapy interventions (requiring psychological therapist specialist training) as designated in Matrics Cymru.
- Carry out clinical assessments and therapy at a number of sites including community bases, day care centres, outpatient clinics, and patient's own homes (at times).
- To undertake risk assessment and risk management for individual clients and to provide general advice to other professionals on psychological aspects of risk assessment and management.
- Exercise autonomous professional responsibility for the assessment, treatment and discharge of clients whose problems are managed by psychologically based care plans.
- To be responsible for all administrative tasks relating to case-work including keeping case notes, therapeutic correspondence, patient data base records etc. in line professional advice on good practice and the procedures of CTMUHB.
- Complete all requirements relating to data collection within the service.
- Be accountable for their own professional actions, which should be interpreted from broad organisational policies
- Suggest improvements to policies within own area.
- Contribute to service developments increasing the access to psychological therapies.
- Keep abreast of national legislation and policies applicable to people mental health services.
- Contribute to their implementation within mental health services.

- Suggest appropriate test materials and other equipment to the Lead Consultant Psychologist.
- Monitor unmet need for the service area to assist service planning.
- Meet personal duty to care for CTMUHB equipment and facilities.
- Supervise the work of other psychological therapists if assigned.
- May offer clinical placements or contribute towards placements within the service area after the agreed period of experience and training.
- Provide training for other staff as required.
- Keep coherent records of all clinical activity in line with service protocols.
- Regularly carry out research and clinical audits of service performance, including service user surveys and evaluations, and help to collate and disseminate the results for feedback.
- Carry out clinical audit and research, promoting the implementation of evidence-based practice.
- Undertake literature searches and offering a critical perspective on the published literature to guide service provision.
- Contribute to service evaluation using qualitative and/or quantitative methods.
- Undertake regular clinical outcomes assessment.
- Gather practice-based evidence using appropriate methods.

The post holder will be a fully trained psychological therapist who is registered as a Health Professional e.g. Nurse, Psychologist, Occupational Therapist. The post holder must meet the criteria set out in Matrics Cymru for “high intensity specialist psychological therapist” with competencies in CBT, Interpersonal Psychotherapy / CAT/EMDR as appropriate to the field of work required.

The post holder will:

- Ensure the maintenance of standards of practice according to the employer and any regulating, professional and accrediting bodies, and keep up to date on relevant new recommendations/guidelines set by the Welsh Government and the Department of Health.
- Have a duty and responsibility for their own health and safety and the health and safety of colleagues, patients and the general public.
- Have a responsibility and a legal obligation to ensure that information processed for both patients and staff is kept accurate, confidential, secure and in line with the Data Protection Act (1998) and Security and Confidentiality Policies.

It is the responsibility of all staff that they do not abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the post holder in light of service development.

## **PERSON SPECIFICATION**

The knowledge to be measured is the minimum needed to carry out the full duties of the job to the required standards. Qualifications should be used to provide an indicator of the level of knowledge required. Training and experience is also a means of acquiring the knowledge required for a job such as on-the-job training, short courses and experience to an equivalent level of knowledge which should be specified.

NOTE: Please do not use the number of years experience as this is potentially discriminatory and these will be returned. It is essential that managers concentrate on the sorts of skills and qualities needed to fulfil the duties of the post.

<b>ATTRIBUTES</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>Qualifications and/or Knowledge</b>	<p>Master's Level qualification, or the equivalent level of highly developed specialist skills, knowledge and experience.</p> <p>Knowledge and experience of risk assessment and management.</p> <p>Training in CBT and 1 other psychotherapeutic model.</p> <p>Registered with a recognised professional body e.g. HCPC.</p> <p>Working knowledge of the practices and approaches of other key disciplines, professions and agencies involved in the care and management of people suffering from mental health problems</p> <p>Knowledge of legislation in relation to mental health generally.</p> <p>Knowledge of medications used to treat common mental health problems.</p>	<p>Training in a model of clinical supervision.</p> <p>Knowledge and experience of research in a field relevant to post.</p>	<p>Application Form</p> <p>Pre-employment checks</p> <p>Interview</p> <p>References</p>
<b>Experience</b>	<p>Significant experience working as a psychological therapy practitioner and demonstrating the competences as required.</p> <p>Experience of working in multi-professional teams or services.</p> <p>Experience of working with older people with presenting problems that reflect the full range of</p>	<p>Experience of planning and organising a broad range of complex activities and programmes.</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>



	<p>clinical severity.</p> <p>Experience of the application of psychotherapy in different cultural contexts addressing issues of socio-economic deprivation or marginalization.</p> <p>Experience of teaching and liaising with other professional groups</p>		
<b>Aptitude and Abilities</b>	<p>Ability to work within the professional guidelines as appropriate.</p> <p>Demonstrates good interpersonal skills.</p> <p>Understands equality issues.</p> <p>Can communicate competently and effectively with clients, relatives and fellow staff.</p> <p>Able to make judgements involving highly complex facts or situations, which require the analysis, interpretation and comparison of a range of options.</p> <p>Can cope with work stress arising from working frequently in clinical situations with intense concentration.</p> <p>Working frequently in clinical situations involving highly distressing or emotional circumstances.</p> <p>Working occasionally in situations where there is potential risk of verbal or physical aggression.</p> <p>Ability to demonstrate clinical leadership.</p> <p>Ability to develop and use complex multi-media materials for presentations in public, professional and academic settings.</p> <p>Ability to produce high quality</p>	Ability to speak Welsh	Interview References

	professional materials within specified deadlines.		
<b>Values</b>	Commitment to the evaluation of services, enthusiasm for both multi-professional and uni-professional audit, and a wish to continue to develop expertise in the service area.		Application Form Interview References
<b>Other</b>	<p>Ability to travel throughout CTMUHB locality in a timely manner.</p> <p>Able to work hours flexibly.</p> <p>Competence in keyboard skills and using a range of software.</p> <p>Meets Occupational Health Department medical requirements.</p> <p>DBS Clearance.</p>		Application Form Interview References

#### **GENERAL REQUIREMENTS**

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the

risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **Data Protection Act 1998:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the Data Protection Act 1998 and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation (Data Protection Act) and the HB Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB is committed to ensuring that no job applicant or employee receives less favourable treatment of any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have \* direct / indirect contact with\* patients/service users/ children/vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau \*Standard / Enhance Disclosure Check as part of the HB/Trust's pre-employment check procedure. \*Delete as appropriate.  
The post holder does not require a DBS Disclosure Check. \*Delete as appropriate.
- **Safeguarding Children and Adults at Risk:** The organisation is committed to safeguarding children and adults at risk. All staff must therefore attend Safeguarding Children & Adult training and be aware of their responsibilities under the All Wales Procedures.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board Infection Prevention & Control Policies and Procedures.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board sites, including buildings and grounds, are smoke free.

**Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Signed: (Post Holder) \_\_\_\_\_ Date: \_\_\_\_\_

Signed: (Line Manager) \_\_\_\_\_ Date: \_\_\_\_\_

Signed: (Service Group Manager) \_\_\_\_\_ Date: \_\_\_\_\_

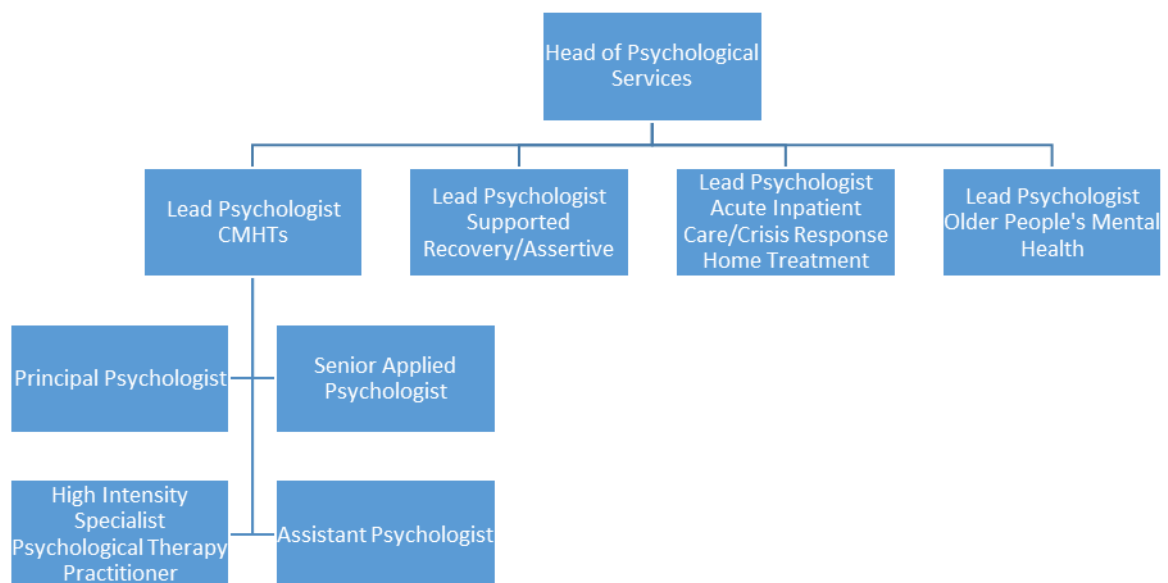
Date Job Description compiled: \_\_\_\_\_

Date for Review: \_\_\_\_\_

## APPENDIX 1

### Job Title: High Intensity Specialist Psychological Therapy Practitioner

#### Organisational Chart





**Job Title: High Intensity Specialist Psychological Therapy Practitioner****Supplementary Job Description Information**

Please complete information on Physical Effort, Mental Effort, Emotional Effort and Working Conditions in order to assist the Job Matching process.

**Physical Effort**

This factor measures the nature, frequency and duration of physical effort (sustained effort at a similar level or sudden explosive effort) required for the job.

Please ensure any circumstances that may affect the degree of effort required, such as working in an awkward position; lifting heavy weights etc. are detailed, such as:

'Working in uncomfortable/unpleasant physical conditions; sitting in restricted positions; repetitive movements; lifting heavy weights; manipulating objects; kneeling, crouching, twisting; heavy duty cleaning; working at heights; using controlled restraint; driving as part of daily job - **N.B. Walking /driving to work is not included'**

Examples of Typical effort(s)	How often per day / week / month	For how long?	Additional Comments
Sustained sitting in a restricted position undertaking clinical and non-clinical duties.	Daily	Ongoing throughout the day	
Requirement to carry test materials to outpatient appointments - amounts to regular, light physical effort.	Daily	Several short periods throughout the day	

**Mental Effort**

This factor measures the nature, level, frequency and duration of mental effort required for the job, for example, concentration, responding to unpredictable work patterns, interruptions and the need to meet deadlines.

Please identify the normal requirement to concentrate in the post and determine, how often and for how long it is required to concentrate during a shift / working day, e.g. :

'Carrying out formal student assessments; carrying out clinical/social care interventions; checking documents; taking detailed minutes at meetings; operating machinery/equipment; carrying out screening tests/microscope work; carrying out complex calculations; carrying out non-clinical fault finding; responding to emergency bleep; driving a vehicle; examining or assessing patients/clients.

Examples of Typical effort(s)	How often per day / week / month?	For how long?	Additional Comments
Intense concentration required for extended periods during individual or group interviews/therapy sessions or when assessing and formulating clinical cases.	Daily	Several long periods throughout the day	

### Emotional Effort

This factor measures the nature, frequency and duration demands of the emotional effort required to undertake clinical or non-clinical duties that are generally considered to be distressing and/or emotionally demanding.

Please identify how often the post holder has exposure to direct and/or indirect distressing and/or emotional circumstances and the type of situations they are required to deal with.

For example,' processing (e.g. typing/transmitting) news of highly distressing events; giving unwelcome news to patients/clients/carers/staff; caring for the terminally ill; dealing with difficult situations/circumstances; designated to provide emotional support to front line staff; communicating life changing events; dealing with people with challenging behaviour; arriving at the scene of an accident.' **N.B. Fear of Violence is measured under Working Conditions**



Examples of Typical effort(s)	How often per week / month?	For how long?	Additional Comments
Frequent highly distressing material when dealing regularly with mental health problems, trauma, childhood abuse, overwhelming personal loss or relationship breakdown.	Few times a week	Varies depending on length of appointment	

## Working Conditions

This factor measures the nature, frequency and duration of demands on staff arising from inevitably adverse environmental conditions (such as inclement weather, extreme heat/cold, smells, noise and fumes) and hazards, which are unavoidable **(even with the strictest health and safety controls)**, such as road traffic accidents, spills of harmful chemicals, aggressive behaviour of patients, clients, relatives, carers.

Please identify unpleasant working conditions or hazards which are encountered in the post holder's working environment and establish how often and for how long they are exposed to them during a working day / week / month.

Examples are – use of VDU more or less continuously; unpleasant substances/non-household waste; infectious material/foul linen; body fluids, faeces, vomit; dust/dirt; fleas/lice; humidity; contaminated equipment or work areas; driving/being driven in normal or emergency situations - **\*Driving to and from work is not included**

Examples of Typical Conditions	How often per week / month?	For how long?	Additional Comments
Exposure to unpleasant conditions including unpleasant smells and odours.	Occasional	Varies	
Travelling to outpatient clinics or patient homes during the working day.	Daily	Varies	Sometimes this will be in inclement weather.
Occasional exposure to hazards such as verbal aggression.	Occasional	Short periods of time	Training in de-escalation.
Rare exposure to risk of physical aggression/violence.	Rare		

