



JOB DESCRIPTION

Job Title:	Hi-Intensity Cognitive Behaviour Therapist, NHS Talking Therapies (TTAD) Isle of Wight (previously IAPT)	<i>HR use only</i> Job Reference Number
Report to:	Clinical Lead	
Accountable to:	Team Lead Cluster Lead MH&LD	

Job Purpose

The post holder will be part of an NHS Talking Therapies (TTAD) service and will provide high intensity therapy as approved by the National Institute for Health and Care Excellence (NICE). The post holder will work with patients who have a range of mild to moderate anxiety and depression, and severe common mental health problems for which high intensity psychological interventions are demonstrated to be clinically effective.

The post holder will work with people with different cultural backgrounds, disabilities and ages, using interpreters when necessary and should be committed to equal opportunities.

Job Statement

The post holder will deliver evidence-based therapy in primary care, to clients who have a range of mild to moderate, and severe common mental health problems.

The post holder will deliver the evidence based interventions via differing modalities such as a group setting, face to face, and e-clinics.

The post holder will participate in caseload management on a monthly basis

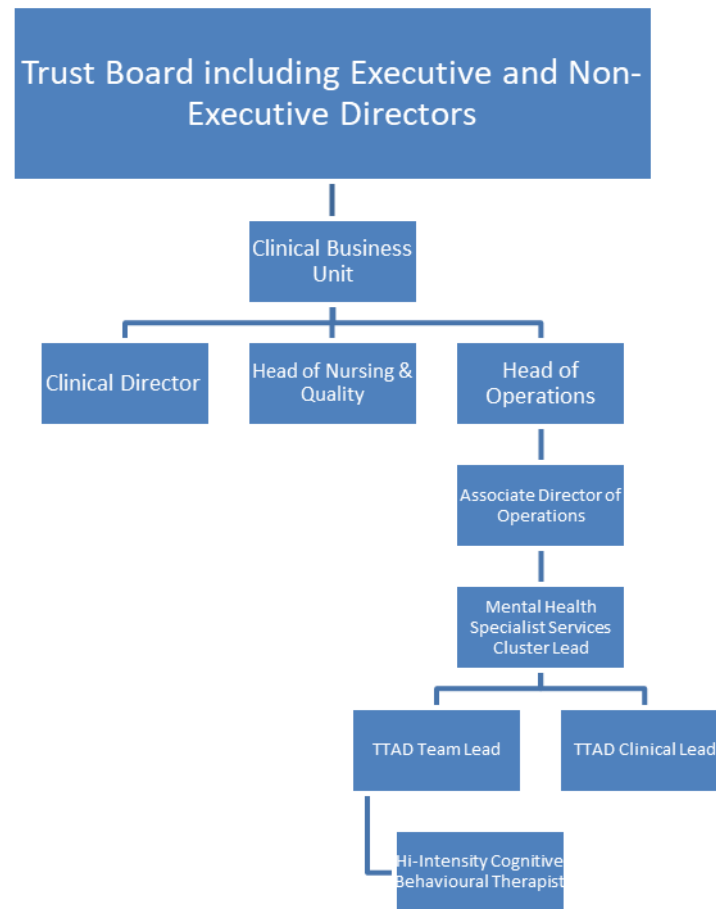
The post holder will participate in clinical supervision on a weekly basis.

The post holder will adhere to an activity contract agreed with the service manager at appraisal.

The post holder will be responsible for maintaining continued professional development for professional accreditation and keeping a log of all related CPD

The post holder will be seen as a skilled practitioner who will be a resource for the team and a source of clinical excellence and advice

Organisational Chart



1. Communication and Relationships

Be an ambassador for the team by communicating with patients and their families in a professional and non-judgemental manner.

Be an ambassador for the team by communicating with colleagues and other professionals in a professional and non-judgemental manner.

This role involves attendance at team meetings and team planning days and will require participation to ensure business and clinical needs of the service are met.

To attend meetings at GP Practices as appropriate.

Liaise with specialist mental health services and third sector agencies.

Work closely with other members of the team ensuring appropriate step-up and step-down arrangements are in place to maintain a stepped care approach.

Always operate from an inclusive values base which promotes recovery and recognises and respects diversity.

Manage information which may be of a sensitive and / or distressing nature.

Educate and involve family members and others in treatment as necessary, conveying psychological formulations with sensitivity in easily understood language.

Provide an advisory service on matters related to the practice and delivery of evidence based psychological therapy to individuals/groups/committees across the organisation.

Promote and maintain links with Primary Care and Secondary Care Staff to raise the profile of evidence based psychological therapies.

Act as a mentor to students, support newly qualified staff and be responsible for implementing the appraisal process.

2. Analysis and Judgement

Analyse and interpret patient outcome measures and administer the appropriate evidence-based intervention protocol, supported by clinical supervision.

Assess clinical risk and refer to specialist mental health services as indicated.

Manage and review risk for all patients on caseload.

Make decisions on suitability of new referrals for high intensity treatment, adhering to the department's referral protocols, refer unsuitable clients on to the relevant service.

Assess and integrate issues surrounding work and employment into the overall therapy process as enabling patients to retain employment or gain employment is the underpinning goal nationally for TTAD services.

Can deal with stressful situations on a daily basis while maintaining effectiveness. This will include direct contact with those who have been involved in trauma, are in emotional distress, present high-risk behaviours and may be angry or dissatisfied with their care.

3. Planning and Organising

Required to manage Electronic Patient Database System (IAPTus) diary ensuring availability is recorded to facilitate booking of client treatment sessions.

Manage all patient follow up appointments via IAPTus.

Organise regular communication with the clients GP via letter/ clinical contact reports/and or phone.

Participate in the planning and running of evidence-based therapy groups.

To see a minimum of 23 patients per week for individual Hi intensity Therapy, this may be reduced to 21 patients per week for individual therapy when delivering a therapy group in addition to individual work. Number of individual sessions may be reduced further if offering more groups on a pro rata basis at the discretion of the Team Lead or Clinical Lead.

Adhere to an agreed activity contract relating to the overall number of client contacts offered, and clinical sessions carried out per week to minimise waiting times and ensure treatment delivery remains accessible and convenient.

Complete all requirements relating to data collection within the service.

Organise and prepare documentation in relation to planned caseload management sessions.

Organise and prepare documentation in relation to planned clinical supervision sessions.

Attend and participate in weekly clinical supervision.

Present cases in clinical supervision in line with their accrediting body to maintain professional accreditation.

Participate in a review of own clinical supervision contract on a six-monthly basis.

Attend and fulfil all the requirements of the TTAD approved supervision training.

After completion of supervision training, supervise and caseload manage staff in the service.

Keep coherent records of all clinical activity in line with service protocols.

Keep up to date all records in relation to C.P.D. and professional accreditation. Ensure personal development plan maintains up to date specialist knowledge of latest theoretical and service delivery models/developments as agreed at annual appraisal.

Support the Team Lead with operational duties, including appraisal, caseload management and providing cover in the absence of the Team Lead.

Delegate tasks to staff within their competency and ensure that the delegation/escalation process forms part of the culture of the service.

Maintain all mandatory training requirements in a timely manner, ensuring that completion does not fall below 90% with an aim of being at 100% subject to being able to book on to classroom-based training.

4. Patient and Client Care

Accept referrals via agreed protocols within the service and develop evidence-based plans of treatment.

Undertake patient-centred interviews which identify areas where the person wishes to see change and or recovery and make an accurate assessment of risk to self and others.

Formulate, implement and evaluate therapy programmes for clients based on current evidence-based treatment protocols approved by NICE.

Attend multi-disciplinary meetings relating to referrals or clients in treatment, where appropriate.

Keep coherent records of all clinical activity in line with service protocols and use these records and clinical outcome data in clinical decision making.

Ensure that patients who identify employment issues are offered a referral to the TTAD employment advisor.

Prepare and present clinical information for all patients on their caseload to the caseload manager on a weekly basis, to ensure safe practice and to ensure the clinical governance obligations of the worker, caseload manager and service are delivered.

Respond to and implement supervision suggestions by supervisors in clinical practice.

Proactively contribute to the achievement of positive clinical outcomes. This will include conducting evaluations using clinical outcome measures and satisfaction surveys.

5. Service and Policy Development

Be aware of and keep up to date with advances in the spheres of evidence based psychological therapies as they are approved by NICE.

Ensure patient demand is identified, discussed, and reviewed with other therapists on a regular basis, to ensure that the service can respond appropriately.

Contribute to the development of best practice within the service.

Develop and deliver evidence-based group treatments in line with the needs of the service.

Attend relevant conferences / workshops in line with identified professional objectives and share that information with the rest of the team as part of service development.

Teach psychological interventions to others, including colleagues and trainees.

6. Managing Financial Resources

Post holder responsible for the appropriate use of existing resources within the department

The post holder does not have financial responsibility for budgetary management. However, it is the individual post holder's responsibility to manage organisational resources efficiently and to suggest efficiency savings to line management as they arise. The post holder has the responsibility to maintain the safekeeping of the organisation's property and safeguard the property of patients and visitors.

7. People Management and Development

Provide caseload management to identified Psychological Wellbeing Practitioners within the team if requested to do so.

Required to deliver clinical supervision to other staff across the Trust, in agreement with the line manager.

Create and deliver clinical training packages to staff within the team and to external agencies when required as agreed with Clinical Lead.

Monitor practice and development of Psychological Therapists, as appropriate reporting to Clinical/Team Lead.

Conduct appraisal and performance management of Psychological Therapists.

Assist in induction of staff.

8. Information System use and management

To ensure accurate recording of data and information in patient notes to aid collection of data for key performance indicators.

To understand the role of Key Performance Indicators within TTAD, how these are captured by inputted data by the clinician.

Able to analyse their own performance data as sent by the Data Analyst and Business Manager within TTAD.

Post holder will be responsible for using the patient note recording system IAPTus & providing accurate information for completing Electronic Staff Records (ESR).

Record information on Health Roster as required.

Maintain mandatory training requirements via ESR Self Service and Training.

9. Involvement in Surveys and Research

Carry out clinical audits of service performance, including service user surveys and evaluations, and help to collate and disseminate the results for feedback.

Participate in collating information for national audits as required by the Service.

Participate in research projects as agreed by the Clinical Lead.

Initiate and conduct clinical research and evaluation projects.

10. Freedom to Act and Autonomy

This role is required to work with standard procedures, and on occasions is required to review national policies and provide guidance to the Trust on how these should be implemented locally.

This post holder will be viewed as a senior clinician who will be required to give expert clinical advice to the team and external agencies as required.

The post holder may be required to deputise for the Clinical/Team Lead and attend management meetings in their absence.

Work with autonomous professional judgement, together with other psychological therapists, to deliver evidence-based therapy to individual and groups of patients.

Manage a designated caseload of patients with responsibility for their assessment, implementation, and evaluation of therapy.

General compliance:

1. To comply with all Trust Policies and Procedure, with particular regard to
 - Risk Management
 - Health and Safety
 - Confidentiality
 - Data Quality
 - Freedom of Information
 - Equality Diversity and Inclusion
 - Promoting Dignity at Work by raising concerns about bullying and harassment
 - Information and Security Management and Information Governance
 - Counter Fraud and Bribery
2. The Trust has designated the prevention and control of healthcare associated infection (HCAI) as a core patient safety issue. As part of the duty of care to patients, all staff are expected to:
 - Understand duty to adhere to policies and protocols applicable to infection prevention and control.
 - Comply with key clinical care policies and protocols for prevention and control of infection at all time; this includes compliance with Trust policies for hand hygiene, standards (universal) infection precautions and safe handling and disposal of sharps.
 - All staff should be aware of the Trust's Infection Control policies and other key clinical policies relevant to their work and how to access them.
 - All staff will be expected to attend prevention and infection control training, teaching and updates (induction and mandatory teacher) as appropriate for their area of work, and be able to provide evidence of this at appraisal.
3. To perform your duties to the highest standard with particular regard to effective and efficient use of resources, maintaining quality and contributing to improvements.
4. Ensure you work towards the Knowledge and Skills Framework (KSF) requirements of this post. KSF is a competency framework that describes the knowledge and skills necessary for the post in order to deliver a quality service.
5. Your behaviour will demonstrate the values and vision of the Trust by showing you care for others, that you act professionally as part of a team and that you will continually seek to innovate and improve. **Our vision, values and behaviours** have been designed to ensure that everyone is clear about expected behaviours and desired ways of working in addition to the professional and clinical requirements of their roles.
6. Perform any other duties that may be required from time to time.
7. Patients come first in everything we do. Every post holder can make a difference to a patient's experience. You will come across patients as you walk around the hospital; we rely on all our staff to be helpful, kind and courteous to patients, visitors and each other.
8. Ensure you adhere to and work within local and national safeguarding children legislation and policies including the Children Act 1989 & 2004 , Working Together to Safeguard Children 2013, 4LSCB guidance and the IOW Safeguarding Policy.
9. Ensure you adhere to and work within the local Multiagency safeguarding vulnerable adults policies and procedures
10. Ensure that you comply with the Mental Capacity Act and its Code of Practice when working with adults who may be unable to make decisions for themselves,

This job description may be altered to meet changing needs of the service, and will be reviewed in consultation with the post holder.

PERSON SPECIFICATION

Key Skills required undertaking this role.	On Appointment (Essential)	After 12 months in post	At 2 nd Gateway (Desirable on appointment)	How this will be measured.
Qualifications and role specific knowledge*	<p>A core profession as outlined by BABCP which includes BSc (Hons) Mental Health Nursing or BSc (Hons) Occupational Therapy. Or BA (Hons) Social Work or Probation Service DipPS</p> <p>or</p> <p>a KSA</p> <p>and</p> <p>a Post Graduate Diploma in Cognitive Behaviour Therapy for anxiety and depression</p> <p>BABCP accreditation and recommended record of yearly Continuing Professional Development</p> <p>Experience of working in</p>	Qualification in clinical supervision from an accredited training provider	<p>BABCP accredited.</p> <p>Working towards MSc</p> <p>Qualification in more than 1 therapy, eg CBT and EMDR or Interpersonal Therapy (IPT)</p>	<p>Interview</p> <p>Application form</p> <p>Portfolio</p>

PERSON SPECIFICATION

	<p>mental health services.</p> <p>Ability to meet specified service activity targets.</p> <p>Ability to manage own caseload and time.</p> <p>Can demonstrate an understanding of how to assess and manage clinical risk.</p> <p>Demonstrates a knowledge and understanding of the impact that employment issues have on mental health.</p> <p>Demonstrates an understanding of anxiety and depression and how it may present in primary care.</p> <p>Has a knowledge of medication used for the treatment of anxiety and depression in primary care.</p>			
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PERSON SPECIFICATION

	Demonstrates an understanding for the need to use clinical outcome measures and how this relates to the post.								
	Able to develop good therapeutic relationships with clients.								
Safeguarding Children **	1	2	3	1	2	3	1	2	3
Physical Skills	Ability to use a computer. Able and willing to travel to locations throughout the organisation. Able to transport patient resources between locations. Car driver and to have access to a car to travel to different locations.								Interview Application form Portfolio
Dementia	Level 1			Level 1			Level 1		

PERSON SPECIFICATION

Awareness				
Aptitudes	<p>Ability to work under pressure.</p> <p>High level of enthusiasm and motivation</p> <p>Ability to work within a team and foster good working relationships.</p> <p>Regard for others and respect for individuals' rights of autonomy and confidentiality.</p> <p>Able to be self-reflective in the application of clinical skills and use supervision to further develop this aptitude.</p> <p>Able to attend supervision training if not already trained.</p>			<p>Interview</p> <p>Application form</p> <p>Portfolio</p>

PERSON SPECIFICATION

Abilities	<p>Computer literate</p> <p>Can demonstrate the ability to write clear and accurate reports.</p> <p>Can demonstrate the ability to input clinical information into an information system.</p> <p>Ability and skill to act as an advocate for the service, by promoting professional relationships across the health care system.</p> <p>Ability to use clinical supervision positively and effectively</p> <p>Able to write clear reports and letters to referrers</p> <p>Able to undertake a clinical audit within a service</p>			<p>Interview</p> <p>Application form</p> <p>Portfolio</p>
Communication Skills	<p>Can demonstrate the use of advanced communication skills, by adapting</p>			<p>Interview</p> <p>Application form</p>

PERSON SPECIFICATION

	communication style to fit with clinical presentation.			Portfolio
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* = State knowledge required in terms of level of competence NOT X years' experience, as this is age discriminatory.

** indicate the level of mandatory Safeguarding Children Training this post needs 1,2 or 3.

When submitting a job description for evaluation, it must be accompanied by a Job Description Risk Assessment form.

SUPPLEMENTARY JOB DESCRIPTION INFORMATION

Post Title: Hi-Intensity Cognitive Behavioural Therapist
Ward/Dept and Site: NHS Talking Therapies
Date Completed: March 2024

1. General Information about the post.

Location	%	Location	%	Location	%
Office based	±50% Flexible	Home	Flexible remote working	Outpatients Clinic	
Laboratory		Kitchen		Community based	±50% Flexible
Ward area		Stores		Workshop	
In a vehicle				Theatre environment	

Indicate below if any of these apply

Location	%	Location	%	Location	%
Isolated locations		Outdoors		Works on their own	
Works with patients in isolation e.g. in their own home		Works with patients – assistance is accessible.	x	Required to be in a building on their own for periods of time	x
Working hours					
Full time	x	Part time			
Office hours	X – With late evenings	Hours worked as a shift	x	Hours worked at night	x
Concentration and Levels of Interruptions					
Required to concentrate for long periods of time	100%	Required to concentrate for short periods of time			
Interruptions throughout the day		Constant		Occasional	x

All criteria require a indication of whether the post holder will be expected to work in or be directly exposed to the following factors. Please use the comments box to provide details including frequency (e.g. how many times per shift)

2. Working Conditions	Frequency				
	Certain	Likely	Possible	Unlikely	Rare/Not at all
Working in bad weather e.g. when it is windy or/and raining.					X
Excessive temperatures					X
Unpleasant smells/odours					X
Noxious fumes					X
Excessive noise &/or vibration					X
Use of VDU more or less continuously		X			
Unpleasant substances/non-household waste					X
Infectious Material/Foul Linen					X
Body fluids, faeces, vomit, blood					X
Dust/dirt					X
Humidity					X
Contaminated equipment or work areas				X	

Driving/being driven in normal situations			X		
Driving/being driven in emergency situations					X
Fleas or lice					X
Exposure to dangerous chemicals/substances in/not in containers					X
Exposure to aggressive verbal behaviour where there is little/no support		X			
Exposure to aggressive physical behaviour where there is little/no support			X		
Exposure to risks that could result in an acute traumatic injury				X	
Undertaking exposure prone procedures					X

Comments: Please use this section to provide any additional details you feel are relevant for the role (e.g. how many times per shift)

3. Emotional Effort	Frequency				
	Certain	Likely	Possible	Unlikely	Rare/Not at all
Processing (e.g. typing/transmitting) news of highly distressing events	X				
Giving unwelcome news to patients/ clients/carers/staff		X			
Caring for the terminally ill				X	
Dealing with difficult situations/circumstances	X				
Designated to provide emotional support to front line staff	X				
Communicating life changing events			X		
Dealing with people with challenging behaviour	X				
Arriving at the scene of an accident				X	

Comments: Please use this section to provide any additional details you feel are relevant for the role (e.g. how many times per shift)

4. Physical Effort	Frequency				
	Certain	Likely	Possible	Uncertainty	Rare/Not at all
Working in uncomfortable/unpleasant physical conditions				X	
Working in physically cramped conditions				X	

Lifting weights, equipment or patients using mechanical aids				X	
Lifting weights/ equipment or patients without mechanical aids					X
Making repetitive movements		X			
Climbing or crawling					X
Manipulating objects					X
Manual digging					X
Running					X
Standing/sitting with limited scope for movement for long periods			X		
Kneeling, crouching, twisting, bending or stretching					X
Standing/walking for substantial periods of time					X
Heavy duty cleaning					X
Pushing/pulling trolleys or similar					X
Working at heights					X
The job requires to be trained in control and restraint.					X

Comments: Please use this section to provide any additional details you feel are relevant for the role (e.g. how many times per shift)

5. Mental Effort	Frequency				
	Certain	Likely	Possible	Uncertainty	Rare/Not at all
Carry out formal student/ trainee assessments		X			
Carry out clinical/social care interventions	X				
Analyse statistics	X				
Operate equipment machinery					X
for more than ½ a shift					-
for less than a shift					-
Give evidence in a court/tribunal/ formal hearings			X		
Attend meetings (describe types of meeting and post holders role)	X – Clinical and team meetings and possibly MDT				
Carry out screening tests/ microscope work					X
Prepare detailed reports			X		
Check documents			X		

Carry out calculations					X
Carry out clinical diagnosis	X				
Carry out non-clinical fault finding	X				

Signed by post holder*: _____

Date

Signed by line manager: _____

Date

* in the case of new jobs this will have to be an 'estimate' of the demands of the role.