

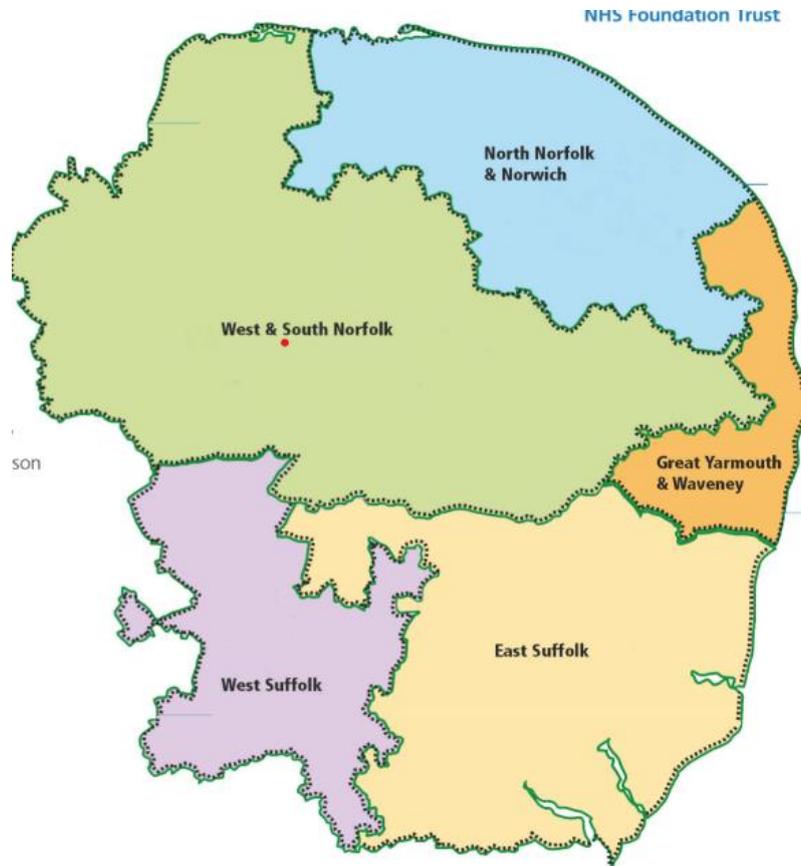
## Consultant Psychiatrist

### Job Description and Person Specification

Post and specialty:	<p><b>Consultant Psychiatrist in Child and Adolescent Psychiatry</b></p> <p><b>Youth</b></p> <p>This post has come about due to vacancy</p>		
Royal College of Psychiatrists approval details:	<p><i>Approval details to be completed by RCPsych</i></p> <p><b>RCPsych Ref No: XXXXXXXXXX</b></p> <p><i>RCPsych to insert Approval Stamp</i></p>		
Base:	<p>80 St Stephens                  Norwich                  Norfolk                  NR1 3RE</p>		
Contract:	<p>Permanent position                  National Terms and Conditions apply</p>		
	Total PAs: 10	SPA: 2.5	DCC: 7.5
Accountable professionally to:	Chief Medical Officer		
Accountable operationally to:	Clinical Director		
Key working relationships and lines of responsibility:	<p>Clinical Director - Dr Lynda Meina</p> <p>Acting Service Director – Sarah Gibbs</p> <p>Lead Nurse – Susan Stolworthy</p> <p>People Participation Lead – Lucy North</p> <p>Chief Medical Officer: Dr Sohail Abrar &amp; Dr Sarah Maxwell</p> <p>Chief Operating Officer: Thandi Matambanadzo</p> <p>Chief Executive Caroline Donovan</p>		

## 1 Introduction

Norfolk and Suffolk NHS Foundation Trust was founded in January 2012 coming together from Norfolk & Waveney Mental Health NHS Foundation Trust and Suffolk Mental Health Partnership. The Chief Executive is Caroline Donovan and Chair is Zoe Billingham.



## 2 Trust details

Norfolk and Suffolk NHS Foundation Trust is the main provider of specialist mental health services for the counties of Norfolk and Suffolk, serving a population of 1.6 million people.

NSFT is a large organization covering a wide geographical area. These are divided into 'Care Groups', each covering areas previously known as localities. There are also Care Groups supporting children, family and young people's services, and specialist services, including Forensic mental health services. Each Care Group has its own Leadership team, with the aim of supporting clinically led decision making locally, to support the needs of people accessing services

The Trust provides mental health, drug & alcohol and learning disability services across Norfolk & Suffolk\*. The Trust believes in Whole life care and understands the importance of good physical health, maintaining relationships and achieving a balance between treatments and continuing an active life.

The Trust has inpatient facilities across both counties with smaller bases in rural locations. Many of the Trust's services are offered in the community, enabling service users to receive the support they need in an environment familiar to them.

The Trust is actively engaged with the local system focused on implementing the vision of the NHS long term plan and the development of the Primary Care Networks, enhancing the current crisis pathways and looking at opportunities to work collaboratively

\*not all services are available in all areas

Our clinical pathways include:

- Child and Adolescent Mental Health Services
- Perinatal Mental Health Community Service
- Youth Services
- Looked After and Adopted Children services (LAAC) and Compass services
- Perinatal infant mental health teams (PIMHS)
- Perinatal community mental health services
- Early Intervention in Psychosis
- Community Eating Disorder Service
- Neurodevelopmental Disorders
- Community Mental Health Services
- Adult Services including acute and recovery services
- Forensic and secure care
- Dementia and Complexity in Later Life
- Drug and Alcohol Services
- Learning Disability Services
- Wellbeing Service and Psychological Therapies

### **3 Service Details**

#### **3.1 Overview**

This post relates to the Central locality which is coterminous with north, City and south CCG's and has a population of about 600,000.

The current Central Consultant Psychiatrist establishment consists of 3.5 whole time equivalent Child & Adolescent and 2 whole time equivalent General Adult Consultants who cover the community 0 - 25 services across Central Norfolk for the North and South Youth teams and the Children and Families team based at Mary Chapman House.

This post will be in addition to these posts and will work alongside the other Consultants covering the Youth services. This post has been created by moving funding across services recognising the need for additional medical time to cover this area.

In addition, there are 1.6 whole time equivalent Consultants covering the Early intervention in Psychosis team and a whole-time equivalent Consultant for the CAMHS Eating Disorder service covering the same area.

#### **Community CAMHS Services:**

Community services for young people in Norfolk have changed since the reconfiguration of services across the Trust in 2012. They are now provided by the Children and Families team who assess and treat young people up to the age of 14 years and the Youth service who assess and treat young people between 14 and 25 years old. There is also an Early Intervention team who see young people from the age of 14 years who present with potential psychosis, a Community Eating Disorders Team who see those presenting with a primary eating disorder up to the age of 18. Alongside this there is an Intensive support team for young people under 18 to provide emergency assessments to the local acute hospital (Queen Elizabeth Hospital NHS Trust) and short-term crisis support where appropriate (CAIST).

Clinics are held at 80 St Stephens or in the community as appropriate. Referrals into the Community teams from any source are taken via a single point of access that screens them to ensure they are

appropriate for one of the teams and to assess the level of urgency. They are then transferred to the appropriate team for assessment and treatment.

Initial assessments for referrals into either the Children and Families team or the Youth team are done by a member of the multidisciplinary team who will then discuss with the medical staff if required. Occasionally medical staff may be required to be part of the initial assessment if there is a high level of complexity or risk.

**The Youth service (this post):**

The service is an exciting redevelopment across Norfolk to work with young people in a more engaging and young person focussed way as well as concentrating on working more closely with partner organisations in the region. In addition, the aim is to see people across the transition into adulthood to reduce the numbers who fall through the gap in services between CAMHS and AMHS teams. There is an ongoing research programme looking at this development to evaluate its effectiveness which is linked with the University of East Anglia.

There are 2 Youth teams based at 80 St Stephens covering North and South areas of the locality. Each team covers a population of around 300,000 based within Norwich and the surrounding countryside incorporating a number of GP practices.

The North Youth team (this post) consists of:

2.6 WTE	Consultant Psychiatrist
1.0 WTE	Band 8B Psychologist
1.0 WTE	Band 8A Psychologist
1.0 WTE	Band 7 Clinical Team Lead
2.0 WTE	Band 7 Nurse Specialist
6.0 WTE	Band 6 Mental Health Practitioner
2.0 WTE	Band 6 Social Worker
1.0 WTE	Band 6 OT
2.5 WTE	Band 7 Therapist
2.0 WTE	Band 5
3.0 WTE	Band 4

The South Youth Team consists of:

1.9 WTE	Consultant Psychiatrist
1.0 WTE	Specialty Doctor
1.0 WTE	Band 8B Psychologist
1.0 WTE	Band 8A Psychologist
1.0 WTE	Band 7 Clinical Team Lead
2.0 WTE	Band 7 Nurse Specialist
6.0 WTE	Band 6 Mental Hlth Practitioner
1.0 WTE	Band 6 Social Worker
1.0 WTE	Band 6 OT
2.8 WTE	Band 7 Therapist
2.0 WTE	Band 5
1.0 WTE	Band 4
1.0 WTE	Band 3

There is an Operational Manager at 80 St Stephens who is responsible for managing both the Youth teams based at 80 St Stephens.

Each Youth team receives around 120 referrals per annum and has a case load of 600 active cases on average.

**The Children and Families Team:**

Aim to work with younger people and their families in a more systemic way. The team has 1.0 WTE of Consultant Child Psychiatrist

The Children & Families Team consists of:

- 1.0 WTE Consultant Child and Adolescent Psychiatrist
- 1.0 WTE Clinical Team Manager
- 2.0 WTE Specialist Nurse Practitioners (Band 7)
- 1.0 WTE Band 6 OT
- 1.0 WTE Play Therapist
- 2.0 WTE Band 4 Assistant Practitioners
- 1.0 WTE Systemic Practitioner (in training)
- 1.0 WTE 8a Clinical Psychologist
- 1.0 WTE Band 7 Clinical Psychologist

The Children and Families Team receives 25 new referrals per month and has an active caseload of about 125 on average.

The Consultant workload varies in terms of number of cases/contacts a little depending on the area of interest/expertise. However, in general the consultants see on average 1-2 new cases per week and do somewhere around 10-15 follow ups (or the pro rata equivalent). Since Covid we offer appointments via a range of means including via Attend Anywhere (a telemedicine platform), face to face and via the phone. This allows for much greater flexibility in terms of time use and for working from home for part of the week.

**CAIST:**

Provides urgent assessments for young people under 18 years old presenting in crisis either from referral or through referral from the local general hospital (Queen Elizabeth Hospital NHS Trust) following treatment of self-harm. They also provide short term intensive support to prevent further crises or admissions. They have a Clinical Lead who is a qualified AMHP and an NMP and supports each of the CAIST teams across the County.

**Eating Disorder Service:**

There is a separate Eating Disorder Community CAMHS team, based at the Gate House, Norwich which treats children and young people up to the age of 18 and cover the central area as well as the West team who have some dedicated clinicians based at Thurlow House. The medical support to this team cover patients requiring their input.

### **Inpatient Service:**

In addition, there is an adolescent unit (The Dragonfly Unit) with 12 beds for those aged 12 to 18 years who require an acute inpatient admission. There is a whole-time equivalent Consultant Psychiatrist who provides the medical cover to the unit along with 1 WTE of Specialty Doctor

### **3.2 The Post**

The Trust is looking to recruit a full time Consultant Child and Adolescent Psychiatrist to join our North Youth team. This post has come about due to vacancy and joins a lively multidisciplinary team at 80 St Stephens Norwich.

The post holder will be expected to work in several different settings within the Locality, including other Trust facilities, primary care, local acute Hospital NHS Trust facilities, and patients' residences.

Working within the Youth team, the post holder will undertake, exceptionally, to perform additional duties in emergencies and unforeseen circumstances and to be available for such irregular commitments outside normal duties as are essential for continuity of patient care which will on occasion involve seeing people at home and allowing time for 'hard to engage' children and families.

### **3.3 Local Working Arrangements**

Whilst the primary responsibility of the role is direct quality clinical care, the Consultant Psychiatrist is also expected to be involved in helping to steer development of the team and broader service development for the continual improvement of the care we offer.

Peer support for medical staff is available, for example, the inpatient service meets regularly as a peer group with the Clinical Director and there is also opportunity to participate in the local MSC meeting. The post-holder will be a member of the trust-wide network of Consultants and support to receive mentorship will be provided as appropriate.

## **4 Continuing Professional Development (CPD)**

- The post holder will be expected to comply with the requirements for appraisal and re-validation from the Royal College of Psychiatrists and the General Medical Council.
- The post holder will be expected to remain in good standing for CPD with the Royal College of Psychiatrists.
- Norfolk and Suffolk have a program of educational and peer review meetings, including the provision of participation certificates for appraisal and revalidation.
- There is Trust support for CPD activities, including study leave arrangements and dedicated funding for doctors. The Trust offers 2.5 sessions for supporting professional activities (SPA).
- The post holder will be supported to join a peer-review group. The post-holder will devise a Personal Developmental Plan (PDP), approved by the members of the peer group. The peer group is required to meet regularly and oversee the progress of the PDP in a given year, which will contribute towards remaining in good standing of the Royal College of Psychiatrists for CPD purpose.
- The Trust supports CPD activities, and procedures are in place to apply and seek funding for educational activities.
- The post-holder is expected to remain up to date with the statutory and mandatory training requirements of the trust. An electronic system (ESR) is in place to support the post-holder.

## 5 Clinical Leadership and Medical Management

- The post holder will work with their Consultant and management colleagues, service users and stakeholders in the planning, development and management of services.
- The post holder is expected to contribute to improving quality in the service and to work with the clinical team to achieve agreed performance targets.
- As is expected from the holder of a senior public position the post-holder must comply fully with the Nolan Principles and the Standards of Business Conduct.
- The Medical Director is the professional manager of all the doctors in the trust. Where appropriate this is delegated to the Clinical Director of the service.
- The postholder will support the management and training of junior medical staff

## **Appraisal and Job Planning**

- The Trust is committed to supporting annual appraisals of Consultants. There is a well embedded Trust process to support the annual appraisal cycle, including the seeking of 360-degree feedback. There is an expectation that the post-holder engages with this.
- The annual appraisal of the Consultant will contribute to the five-yearly revalidation.
- The Trust offers annual job planning to all Doctors within the Trust. Job plans are reviewed annually with the Clinical Director or their nominated deputy.
- The Trust has a named Responsible Officer to support the Revalidation process.
- The Medical Director is the named responsible officer of all the Doctors in the Trust.
- As well as the overarching Trust induction, the Service offers a local induction to the post-holder at the time of joining.

## **7 Teaching and training**

- Discharge teaching, examination and accreditation duties as required. This might include contributing to postgraduate and continuing education for medical and multi-disciplinary professions.
- Contribute to formal and informal teaching of medical students.
- Support the training of junior medical staff.
- A post-graduate teaching programme is in place and takes place once a week, in Ipswich Hospital. The post holder is strongly encouraged to participate in the teaching programme, which consists of clinical case presentations, journal club discussions, and lectures.
- The post-holder is expected to participate in undergraduate clinical teaching for medical students. Teaching opportunities are available to teach at the UEA medical school.
- Opportunities are available to participate in training and supervision of other disciplines.
- The job planning process will be used to determine the nature and extent of any teaching and accreditation duties dependent on the interests of the post holder in conjunction with the needs of the service.

## **8 Research, Audit and Quality Improvement**

- The Trust considers research as a core function. The Trust has a well-established and active central research department, including a Consultant Psychiatrist with a specific role to support research in the Trust. The team is focused on supporting clinicians in the design and delivery of research. The team helps in developing research proposals for funding and facilitating dissemination of research. The Trust's Research Development Officers will offer help in areas such as finding academic and clinical collaborators, locating appropriate funding opportunities and support for the application process, and conducting costing and feasibility assessment of the project.
- The post holder will be encouraged to participate in appropriate research initiatives.
- The post holder will be supported to undertake training in Quality Improvement methodology.
- The post holder will engage in audit and service evaluation.
- There is a Library and Librarian to support with access to information.
- The Trust works closely with the University of East Anglia, the Collaborations for Leadership in Applied Health Research and Care (CLAHRC) and a number of other networks in the development and delivery of research.

## **9 Clinical Governance and quality assurance**

- The post holder will be expected to play an active role in the setting and monitoring of relevant Clinical Governance activity.
- The post holder will engage with all relevant stakeholders to ensure regular evaluation of service and the planning and implementation of future service developments.

## **10 Mental Health Act and Approved Clinician approval**

- The post-holder is expected to maintain Section 12 approval and also to be an Approved Clinician (AC) which will enable the post-holder to discharge duties in relation to the Mental Health Act.
- A Trustwide procedure is in place which will enable the post holder to attend designated courses and renew their AC-status.
- Refresher courses are run regularly in Cambridge.

## **11 Secretarial support and office facilities**

- The post holder will have access to named secretarial support.
- The post holder will have access to all ICT equipment necessary for the role (including a dedicated laptop, mobile phone, headphones).
- Dedicated office space with appropriate facilities is available.
- There is a dedicated ICT team within the Trust to provide any required support with IT issues
- The Trust also has a dedicated informatics team that can provide data and information on request

## **12 Clinical Duties of Post Holder**

### **12.1 Summary of duties**

- The post has 7.5 Direct Clinical Care Programme Activities and 2.5 Supporting Professional Activities (SPA).
- The post holder is expected to work a minimum of 7.5 programmed activities for Direct Clinical Care (DCC). Through job planning and agreement the remaining sessions allow for the possibility of a special interest, teaching and research, management duties, administration and continuing professional development.
- To work with the multidisciplinary team, including Mental Health Nurses, Psychologist and Social Workers in the assessment diagnosis and treatment of referred patients; take part in team meetings, supervision and the development of the team.

### **12.2 Clinical Duties (not exhaustive)**

- To provide consultancy, advice, support and intervention to the Youth team and wider professionals.
- The area of specific responsibility to be determined in conjunction with the other medical team.
- To provide specialist assessment in complex cases and provide management strategies.
- Working within the team to manage risk for those patients with more complex disorders and risky behaviours.
- Multi-disciplinary team working and liaising with other secondary care services and external stakeholders as required.
- To work closely with the care coordinator or key worker within the team and other relevant teams.
- To involve service users and their carers in decisions about their treatment.

- To work flexibly with other psychiatrists including supporting annual leave, professional and study leave and short periods of sickness absence of colleagues.
- To participate in the out of hours service by arrangement with the Medical Director.
- The service expects all our full-time Doctors to see an average 12 – 16 face to face contacts a week and to include at least one new assessment. The post holder will be expected to carry a case load of 50 service users.

### **12.3 General duties**

- To undertake the administrative duties associated with the care of patients.
- To record clinical activity accurately and comprehensively and submit this promptly.
- To participate in service and business planning activity for the service.
- To participate in annual appraisal.
- To attend and participate in the academic programme of the Trust, including lectures and seminars as part of the internal CPD programme.
- The post holder will comply with the Trust's agreed policies and procedures.
- The post holder will maintain professional registration with the General Medical Council and abide by professional codes of conduct. They will always practice in line with the Royal College of Psychiatrists publication "Good Psychiatric Practice" 2001 and the General Medical Council's "Good Medical Practice" 2000 and any subsequent revision of these publications.
- To participate annually in a job plan review with the Clinical Manager, which will include consultation with a relevant manager in order to ensure that the post is developed to take into account changes in service configuration and delivery associated with modernisation.
- To work with local managers and professional colleagues in ensuring the efficient running of services.
- To comply with the Trust's agreed policies, procedures, standing orders and financial instructions, and to take an active role in the financial management of the service and support the Medical Director and other Managers in preparing plans for services.
- To comply with the mandatory training required by the Trust.
- The post holder will undertake, exceptionally, to perform additional duties in emergencies and unforeseen circumstances and to be available for such irregular commitments outside normal duties as are essential for continuity of patient care.
- The post-holder is expected, as the holder of a senior public position, to comply fully with the Nolan Principles and the Standards of Conduct.
- To work flexibly with other Psychiatrists to provide cover for annual leave professional and study leave and sort periods of sickness absence.
- The Trust has a robust process for reviewing Serious Incidents (SIs) and Consultants may be required to participate in Root Cause Analyses (RCAs) which is the process by which these are investigated.

### **12.4 Other duties**

From time to time it may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any reasonable proposed changes that the Trust might make.

### **12.5 Training Duties**

- There are trainees placed within the teams at 80 St Stephens and the post holder would be expected to supervise them within the Youth team. Junior trainee posts are coordinated by the Faculty of Medical Education. The Director for Medical Education is Dr Somayya Kajee. In addition, there are ST4-6 posts available within Norfolk for Child and Adolescent Psychiatry. These posts are coordinated

by the Associate Programme Director for Norfolk and overseen by the Training Programme Director, Eastern Deanery.

- Participation in undergraduate and postgraduate clinical teaching.
- Participation in the training of other disciplines.
- Providing educational supervision of trainees and other disciplines.
- Taking part in continuing medical education within statutory limits.

### 13 Work Programme

It is envisaged that the post holder will work 10 programmed activities over 5 days. Following appointment there will be a meeting at no later than three months with the clinical manager to review and revise the job plan and objectives of the post holder. The overall split of the programmed activities is 7.5 to be devoted to direct clinical care and 2.5 to supporting professional activities. The timetable below is indicative only. A formal job plan will be agreed between the post holder and either Service Manager or Service Lead three months after commencing the post and at least annually thereafter.

Suggested draft timetable below. This remains flexible and will be agreed with the successful applicant after appointment. The example given below is illustrative of a full time post so would be dependent on the contracted hours worked.

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	DCC  Outpatient clinical & admin	DCC  Outpatient clinic & admin	DCC  Outpatient clinic & admin  Supervision	DCC  CPA reviews	DCC /SPA*  Governance meetings / outpatient clinic  0.5 DCC / 0.5 SPA
PM	DCC  CPA reviews	DCC  Team meeting	SPA*	SPA*  CPD group meeting 1 <sup>st</sup> Thursday of month / CPD etc	DCC  Clinical admin

\*SPA time can include a number of activities such as Teaching / Training/ Supervision / Governance / Audit / Service development / management / business planning Research/academic

There will be home visits and child protection meetings when required.

The post holder will comply with the Trust’s agreed policies and procedures and will always practice in line with the Royal College of Psychiatrists publication “Good Psychiatric Practice” 2001 and the General Medical Council’s “Good Medical Practice” 2000 and any subsequent revision of these publications.

### 14 Contract agreement

The post will be covered by the terms and conditions of service for Hospital Medical and Dental staff (England and Wales) as amended from time to time. Contracts have been agreed with the BMA local negotiators, but individuals may wish to discuss this further before acceptance

## **15 Visiting arrangements**

Candidates are very welcome to visit our services and meet the team by contacting Dr Lynda Meina Clinical Director [lynda.meina@nsft.nhs.uk](mailto:lynda.meina@nsft.nhs.uk)

## **16 Special Interest**

The post holder will be supported in the development of areas of special interest that are of relevance to the service or agreed to be of wider benefit. These will be agreed with the Clinical Director

## **17 Emergency Cover**

The post holder will undertake, exceptionally, to perform additional duties in emergencies and unforeseen circumstances and to be available for such irregular commitments outside normal duties as are essential for continuity of patient care.

## **18 Annual Leave**

The post holder will have leave authorised by their manager following discussion with their medical lead. Cover arrangements must be made before going on leave and notice given of that cover. The post holder would be expected to liaise with colleagues within their service or other Medical staff to secure this cover and would be expected to provide similar cover during periods of leave taken by colleagues.

The post holder is entitled to annual leave, as per national Terms and Conditions – Consultants (England) 2003, the exact annual leave entitlement is according to the seniority of the Consultant.

## **19 Study Leave**

The Trust encourages full use of study leave, which amounts to thirty days in any three-year period. There is an expectation that the successful candidate will remain in good standing for Continuing Professional Development (CPD) with the Royal College of Psychiatrists (as is a requirement for annual appraisal).

## **20 Sick Leave / Compassionate Leave**

The post holder will be entitled to national terms and conditions. It is usually the responsibility of the doctor to secure cover for absences and they would be expected to provide similar cover during periods of leave taken by colleagues where possible. In an unexpected, or emergency situation requiring the post holder to take sick or compassionate leave, they would not be expected to arrange their own cover.

## **21 On-call and Cover Arrangements**

The post holder will be expected to participate in the Youth on call rota.

This is currently a 1:9 frequency with prospective cover and is remunerated at 8%. It offers telephone advice only covering across Norfolk and Waveney to support the middle tier doctors and crisis teams as needed.

There is a separate, voluntary, rota for Section 12 work, which attracts additional remuneration

## 22 Wellbeing

At NSFT, we promote positive mental health and wellbeing in the workplace. A wide range of resources are available on the Trust intranet which is updated regularly. We provide all team members, an easy access to our Occupational Health service, with confidential referrals open to all. The team is contactable at Workplace Health & Wellbeing Level 1, 20 Rouen Road, Norwich, NR1 1QQ Main reception: 01603 287035 ([www.workplacehealthandwellbeing.co.uk](http://www.workplacehealthandwellbeing.co.uk)).

Our network of Wellbeing Champions is key in supporting staff health and wellbeing around the Trust. Wellbeing Champions let their colleagues know about new health and wellbeing initiatives and can organise wellbeing activities that suit their team.

The trust also organises Wellbeing walks and virtual physical activities for the staff. The trust also has a physiotherapy service for our staff's wellbeing. The team is contactable at the Physiotherapy Team telephone 01603 421321 (extension 6321).

All new doctors are encouraged to work with a mentor for first 6 months. All medical staff will have a clear job plan and it will be reviewed regularly to review the workload and ensure staff wellbeing too. NSFT is committed to health & wellbeing of its staff and recognises the importance of supporting individuals involved in a traumatic or stressful incident or needing support in general. Staff who have been involved in such an event may be affected both personally and/or professionally are made aware of what support is available to them in the short and longer term, both internally and externally. One such support is TRiM support. TRiM is a peer-led process that seeks to identify, assist, support and, if necessary, signpost people for further help when they may be at risk of psychological injury after experiencing a traumatic incident at work.

Sometimes we can feel overwhelmed, anxious or stressed whether that's caused by work or home issues or a combination of both. At NSFT, there is help and support available if this happens to you. One source of help is our new STRAW (Sustaining Resilience at Work) programme. NSFT also run a Staff Support line from Monday to Friday and that can be accessed by calling confidentially at 0300 123 13335. There is also support available for bereavement and pastoral care for our staff.

We're aware that financial issues can often be a cause of significant anxiety and stress for staff. As part of the wellbeing and benefits support available to staff, we have therefore partnered up with Eastern Savings and Loans. Eastern Savings and Loans is a credit union set up to support individuals requiring financial support without getting into financial difficulty through the high interest rates that many providers offer. In addition to loans, a savings scheme is available if you'd like to, for example, save for Christmas. Additionally, for staff who may not have a bank account, pay as you go debit cards can be offered. Eastern Savings and Loans are part of the Financial Services Compensation Scheme.

## 23 Equality and Diversity

“We want everyone to live their hopes, dreams, and aspirations. Whether you’re a new or existing member of staff, a volunteer, or a bank or agency worker, our Trust wants you to feel involved in all aspects of our work and to have amazing opportunities.

We welcome people regardless of age, sex, disability, gender identity and expression, marital status, race, faith or belief, sexual orientation, socioeconomic background, and whether you are a carer, are pregnant or on family leave. Our staff networks are very important to us, and everyone is encouraged to join. They provide peer support and safe spaces, making sure all voices can be heard and that every voice is valued. Our networks include: Ability (for staff with disabilities), Autism Group (a part of the Ability Network), Black and Minority Ethnic (BME), Carers, Faith Spirituality and Belief, Out and Proud (LGBT+), Lived Experience (Mental Health), Women's”

### SPECIFIC CLAUSES

#### TRUST VALUES AND BEHAVIOURS

To promote and adhere to the workplace values of NSFT.

Our values and behaviours were created by 1,300 staff members, service users and carers all working together in the Putting People First project.

They reflect what we all believe makes the most positive difference to the care we offer and to the way we work with one another. By ‘living our values’ we will develop our Trust, our people, and continue to improve the quality of everything we do.

## Our values... Our behaviours... Our future

Working together for better mental health...

### Positively...



**Be proactive...**

Look for solutions, think creatively and focus on what we can do

**Take pride...**

Always do our best

**Take responsibility...**

Plan ahead, be realistic and do what we say we will

**Support people to set and achieve goals...**

And be the best they can

**Recognise people...**

Their efforts and achievements, and say thank you

### Respectfully...



**Value everyone...**

Acknowledge people's unique experiences, skills and contribution

**Step into other people's shoes...**

Notice what's actually happening

**Take time to care...**

Be welcoming, friendly and support others

**Be professional...**

Respect people's time and be aware of our impact

**Be effective...**

Focus on the purpose and keep it as simple as possible

### Together...



**Involve people...**

Make connections and learn from each other

**Share...**

Knowledge, information and learning

**Keep people updated...**

With timely, open and honest communication

**Have two-way conversations...**

Listen and respond

**Speak up...**

Seek, welcome and give feedback

## **REGISTERED HEALTH PROFESSIONAL**

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

## **RISK MANAGEMENT/ HEALTH & SAFETY**

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

## **RECORDS MANAGEMENT**

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post.

## **SUSTAINABILITY**

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviours and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

## **SAFEGUARDING**

The NSFT expect that all staff will maintain statutory and local compliance to competency based training in relation to Safeguarding Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

## **CONFIDENTIALITY**

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of their duties.

## **TRAVEL**

The postholder is expected to be able to travel independently to their usual work base and may also be required to travel between sites. Standard users will claim mileage using the Trust electronic expense system. Those using public transport will be expected to travel at standard rates. Staff who have any special travel requirements owing to disability, should discuss these needs with their line manager so that reasonable adjustments can be made.

This job description and supportive information is not intended to be definitive or restrictive but to give a broad view of the role generally and is subject to change in order to meet needs of the service.

<b>PERSON SPECIFICATION:</b>		
<b>Consultant Psychiatrist</b>		
<b>REQUIREMENT</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>QUALIFICATION/EDUCATION</b>	<p>Full registration with the GMC with licence to practice</p> <p>MRCPsych or equivalent</p> <p>Eligible for inclusion on the Specialist Register or within 3 months of gaining CCT</p> <p>Section 12(2) approval at or following appointment</p> <p>Approved Clinician</p>	<p>Postgraduate thesis</p> <p>A postgraduate qualification in Medical Education</p>
<b>EXPERIENCE</b>	<p>Relevant experience in the speciality of Youth psychiatry</p> <p>Full training that is, or could be, recognised as suitable for approval under Section 12 of the Mental Health Act</p> <p>The diagnosis and treatment of complex mental illness</p> <p>The management of complex mental health needs</p> <p>Knowledge and experience of using the Mental Capacity Act</p>	<p>Three years' supervised training in an appropriate SpR training programme or equivalent.</p> <p>Experience in general medicine or general practice</p> <p>Skills in psychological or social therapies.</p> <p>Experience of implementing service change to enhance the quality of patient care.</p> <p>Experience of leadership and management.</p>
<b>ATTRIBUTES</b>	<p>Ability to work in a team</p> <p>Good interpersonal skills</p>	<p>Demonstration of initiative and perseverance</p>

	<p>Enquiring, critical approach to work</p> <p>Caring attitude to patients</p> <p>Ability to communicate effectively with patients, relatives, GPs, nurses and other agencies</p> <p>Ability to demonstrate an understanding of the context of the service within the wider context of developments in the NHS</p> <p>Knowledge of modern treatment options.</p> <p>The ability to make decisions, take responsibility and work independently.</p> <p>A willingness to develop services</p> <p>Flexibility</p> <p>Optimistic outlook</p>	
<b>CLINICAL GOVERNANCE</b>	<p>A clear understanding of clinical governance</p> <p>A commitment to open review of clinical practice.</p>	Experience of clinical audit.
<b>TEACHING</b>	<p>Experience of supervising junior medical staff.</p> <p>Teaching and presentation skills.</p>	Experience in teaching doctors and other clinical disciplines.
<b>RESEARCH</b>	Evidence of an interest in research.	Published research. Ongoing projects.
<b>TRANSPORT</b>	Holds and will use valid UK driving licence OR provides evidence of proposed alternative.	