

## Job Description

<b>Role Title:</b>	<b>Practitioner Psychologist (Clinical/Counselling/Health) – Oncology and Haematology</b>
<b>Band:</b>	<b>8b</b>
<b>Contract:</b>	<b>Fixed term 18 months 0.7 fte</b>
<b>Responsible to:</b>	<b>Service Lead of Oncology and Haematology Psychological Services</b>
<b>Accountable to:</b>	<b>Head of Psychological Services</b>
<b>Location:</b>	<b>University Hospital Coventry</b>

### Key working relationships:

Your line management will be with the Lead Clinician for Oncology and Psychology and you will work as an integral part of the Oncology and Haematology Service at UHCW. You will work closely with the Clinical Lead, Consultant medics and allied health professionals embedded in Oncology and Haematology. You will also be part of the wider Psychological Services Department within Clinical Support Services Group.

### Our Vision, Values and Behaviours

At University Hospitals Coventry and Warwickshire (UHCW) NHS Trust our vision is to be a national and international leader in healthcare, rooted in our communities. Our Organisational Strategy *More than a Hospital* (2022-2030) was shaped by the views of our staff, patients and stakeholders and sets a clear plan for improvements in healthcare.

We aim to deliver the best care for our communities, being exceptional in everything we do. We do this by providing proactive, joined up support for local people and we deliver specialised services for those with the most complex health conditions. We set out to create the best experiences for our staff and work positively in partnership with other organisations to achieve the best healthcare outcomes.

Our vision and purpose are underpinned by a clear set of values that reflect the culture we want to create: *Compassion, Openness, Pride, Partnership, Improve, Learn and Respect*. Developed by our staff, our seven values guide what we do daily. Whatever our role or level, we commit to uphold these values as we work together to deliver world class care.



### Net Zero and Sustainability.

UHCW NHS Trust, by virtue of its Green Plan, is committed to ensuring that the way we provide services minimises the impact on the environment and the future health of the public e.g. zero waste to landfill, reducing our carbon footprint and increasing our recycling and reuse percentages.

## Job Summary

To act as a Principal Practitioner Psychologist providing high quality, highly specialist psychology services as part of the Oncology and Haematology service at UHCW. The post holder will have an active role in the development of the UHCW Oncology and Haematology psychology service. They will clinically supervise and support the workload of other psychological colleagues; qualified staff, trainees and assistant psychologists. To offer advice and consultation on patient's psychological care to multi-disciplinary colleagues and work co-operatively in order to achieve the service goals. They will work autonomously within professional guidelines, exercising full clinical responsibility as lead specialist for the day-to-day management of psychological practice within Oncology and Haematology Services. They will work alongside the Service Lead to plan and implement service development within the psychological team and contribute to multidisciplinary service development along the patient pathway. To utilise research skills for audit, service development and research within Oncology and Haematology and be an active member of the local Oncology and Haematology professional groups, representing and promoting the hospital when appropriate.

## Main duties

As part of our commitment to patients and delivery of a world class service for all, we have created the UHCW Improvement (UHCWi) System in partnership with the Virginia Mason Institute in Seattle; this involves a structured approach to removing waste and putting the patient first using a lean management system and methodologies. Our culture and ways of working reflect and embed the practices and methodologies of UHCWi. You are expected, where identified, to attend and complete relevant training and development opportunities to support this. This may include Lean for Leaders, Advanced Lean Training, and the Human Factors Programme, amongst others. Full attendance and completion of identified courses is considered essential and a pre-requisite for this post.

## Key Result Areas and Performance

1. To take full clinical responsibility for the management of high-quality psychological services to individuals referred to the Oncology and Haematology service alongside the Service Lead. This will be in an inpatient and outpatient setting.
2. The post holder will be expected to have advanced theoretical and practical knowledge in order to deliver highly specialist psychological assessments of patients, based upon the appropriate use, interpretation and integration of complex psychological and physical health information collected from a variety of sources including psychometric tests, self-report measures, rating scales, direct observations and semi-structured interviews with patients, family members and others involved in the care.
3. To formulate, make decisions and implement highly specialist plans for the psychological treatment and/or management of a patient's mental health/physical health problems, based upon an appropriate conceptual framework of the patient's difficulties, and employing evidence-based, effective interventions.
4. To be responsible for devising and implementing a range of highly specialist psychological interventions for individuals, families and groups with the service, adjusting and refining psychological formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.
5. To make highly skilled evaluations and decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical culture and developmental and physical health processes that have shaped the individual or system.

- 6 To exercise full professional responsibility and support other staff in the assessment, treatment and discharge of patients whose problems are managed by psychological care plans, ensuring appropriate assessment, formulation, interventions and communication with the multidisciplinary team and others involved with the patients' care.
- 7 To provide highly specialist psychological advice, guidance and consultation to other professionals and agencies outside the Trust when necessary, contributing directly to the patients' formulation, diagnosis and treatment plan.
- 8 To ensure that all members of the multidisciplinary team have access to a psychologically based framework for understanding the issues for the patients under our care, through the provision of advice and consultation and the dissemination of psychological research and theory. This may include the provision of clinical supervision and reflective practice as appropriate.
- 9 To undertake risk assessment and risk management for individual patients and to provide general advice to other professional on psychological aspects of risk assessment and management.
- 10 To provide clinical supervision to qualified psychologists, trainee clinical/counselling/health psychologists on placement, assistant psychologists, volunteers and other colleagues, including doctoral and PhD research supervision as required.
- 11 To promote and develop research opportunities, in conjunction with the multidisciplinary team to further knowledge, understanding and interventions in the area. To represent and promote the hospital and psychology profession at a national level when appropriate.

### **Communication**

1. To communicate in a highly skilled and sensitive manner, both verbally and in written communication, information concerning the assessment, formulation and treatment plans of patients under their care.
2. To provide and receive information which is very sensitive, complex and often contentious and unwelcome, involving a range of patients, carers, multidisciplinary colleagues, managers and other agencies. The setting for communication will often be highly emotive and may be antagonistic, requiring a high level of interpersonal and communication skill, both verbally and written, explaining, educating and persuading in innovative ways where necessary dealing with any adverse reactions and distress this may cause.
- 3 To be proactive in seeking out different methods of communicating with stakeholders to achieve service aims.
- 4 To actively work and support colleagues toward efficient multidisciplinary/interdisciplinary working and team formulation regarding all aspects of patient care, both within the hospital and with outside agencies, to achieve service aims.

### **Analytical and Judgemental Skills/ Freedom to Act**

1. To exercise full professional responsibility, autonomy and support other psychological staff in the assessment, treatment and discharge of patients whose problems are managed by psychologically based care plans, ensuring appropriate assessment, formulation and interventions, communicating with the multidisciplinary team and others involved with the patients' care on a regular basis.

2. To produce psychological formulations and advice in complex clinical situations which will require drawing from a range of complex information. To formulate and implement plans for the formal psychological treatment and/or management of a client's psychological problems, based upon an appropriate conceptual framework of the patient's problems, and employing methods of proven efficacy.
3. To work as an autonomous highly specialist clinician participating in regular clinical and managerial supervision, working at all times within professional guidelines and adhering to standards set out by the British Psychological Society and the Health and Care Professions Council.

### **Planning and Organisational skills**

1. The post holder will plan and prioritise their own work, and that of any attached staff, trainees or assistants. They will plan, organise and re-organise complex activities to meet long and short term clinical and managerial goals and to take account of changes in priorities, and will adjust work programmes to fit changes in the urgency of the clinical work which arise. The post holder will lead on and contribute to service planning collaboratively with colleagues as required.
2. To hold caseloads with respect to the services that they work in. It will be up to them to plan and prioritise the patients on the waiting lists and other tasks that the job will incur e.g. audits, research, supervision, training etc.
3. The post holder will be involved in planning of the overall project work of determining clinical outcomes for the service provided such as research, audits and supporting assistants and trainees in conjunction with relevant educational organisations.

### **Physical Skills**

1. The post holder will have good working knowledge of Microsoft Word, Microsoft Excel, Microsoft Power Point & Publisher including standard keyboard skills. They will need to access and update hospital information, monitor outcomes and dictate/type letters as necessary for efficient and effective working.
2. To complete mandatory training, including manual handling and infection control, to carry out their clinical role appropriately and safely.

### **Responsibility for patients/clients**

1. The post holder's role will include management of direct clinical services to patients, families and carers and liaison with other healthcare providers.
2. They will be involved in developing therapeutic interventions and training of staff in the process of providing these interventions. They will be involved in monitoring of these services.
3. The post holder will provide highly specialist psychological advice, consultation, training and clinical supervision to other members of the team and other professionals by initiating, contributing to and influencing interventions with the patient's psychological needs in mind.

### **Policy and service responsibilities**

1. The post holder will implement policy and service changes, will consider and comment on policies and proposals, and may propose policy and service changes.

2. To participate in the development of a high quality, responsive and accessible service including advising both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing.
3. To participate, as appropriate, in staff recruitment, both in short-listing process and as a member of interview panels for the team.
4. To contribute to the systematic governance of psychological practice within the specialty/team, including clinical record keeping standards and the transcribing of minutes and records of appropriate meetings.
5. To be a member of the trust's psychological services and to participate fully in the service meeting, supervision groups and appropriate committees, working groups etc.
6. To maintain and ensure psychological staff maintain up-to-date knowledge of legislation, national and local policies and issues in relation to both the specific patient group and health services generally.

### **Responsibility for resources**

1. No responsibility for budgets.
2. To take responsibility for resources and equipment associated with the post, advising managerial and secretarial colleagues on any difficulties or shortages in a timely manner.

### **Responsibility for staff**

1. To provide professional and clinical supervision of qualified psychologists, students, trainees, assistants and volunteers as appropriate.
2. To further develop skills in the area of professional post-graduate teaching, training and supervision, and to provide high quality supervision to the other multidisciplinary colleagues' psychological work, as appropriate. To support psychological staff in the department to develop their skills in this area.
3. The post holder will supervise Doctoral Trainee Psychologists ensuring that trainees acquire the necessary skills, competencies and experience to contribute effectively to good health care and to contribute to the assessment and evaluation of such competencies within their service remit.
4. To participate, as appropriate, in staff recruitment, contributing to short listing and interviews as required.

### **Responsibility for information**

1. To comply with Trust policies and systems of information including standards of record keeping and confidentiality.
2. To produce regular reports on psychological activity within the specialty including waiting lists, waiting times, and outcomes for the appropriate managers.
3. To maintain the highest standards of clinical record keeping including electronic data entry and recording on a daily and weekly basis, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of the British Psychological Society, Health and Care Professions Council and Trust policies and procedures.

### **Research and Development**

1. To utilise theoretical, evidence-based literature and research to support evidence-based practice in individual work and work with other team members in the services.
2. To initiate, plan and implement appropriate research within the service and provide research advice and supervision to other staff undertaking research.
3. To use advanced level IT skills (spreadsheets and statistical programmes) for conducting service development, audit and research projects.
4. To initiate, plan and implement complex audit and service evaluation, with colleagues within and across the service to help develop and improve services to patients and their families.
5. To confidently represent the service and present complex psychological material to large groups at a local and national level.
6. To use their statistical knowledge and skills to undertake research, including holding responsibility for the research work that the doctoral trainees carry out whilst in placement in this locality.

### **Physical Effort**

1. The post will involve light physical effort for several short periods (sitting, standing, walking); sitting in a constrained position for extended periods in a clinic room or at a bedside.
2. The post may require a small amount of travel (driving or other) for meetings and clinical work in locations outside of the hospital.

### **Mental Effort**

1. The post involves frequent (daily) intense concentration in the face of regular exposure to highly emotive material whilst conducting patient assessment and therapy in individual sessions, as well as consultation and supervision sessions for staff.
2. The post also involves the checking of documents for the purposes of assessment and formulation and in goal planning and review on a regular basis.
3. There is a requirement for intense concentration in the face of exposure to highly emotive material whilst conducting consultation and supervision sessions for staff as required.
4. Analysing data is an integral part of the job as it applies to collecting data for input and monitoring outcomes, using and appraising research data and compiling information relevant to outcome.
5. The post holder will be required to manage interruptions to their sessions with professionalism.

### **Emotional Effort**

1. The post holder will, at times, be required to give unwelcome and/or life changing news to patients and families about physical and psychological well-being, treatment options and implications for the future.
2. The post holder may have to type and dictate reports containing highly distressing news and information.

3. The post holder will have to work with patients and their families who, at times, can be angry and distressed.
4. The role involves providing psychological therapy/supervision as appropriate to individual patients, families and staff and, as such, involves the hearing, working with and processing of high levels of psychological distress and emotional and physical pain.

### **Working Conditions**

1. The post holder will be required to work autonomously and independently, communicating sensitively and coping effectively with the demands of patients with physical health problems. To work with patients who may also have learning difficulties, sensory impairments and/or physical impairments including mobility problems.
2. The post holder will need to be constantly aware of risk and to assess and manage possible high-risk situations where there may be exposure to verbal, gestural or physical abuse/violence.
3. The post holder will work with people who can be both verbally and physically aggressive, express significant anxiety and also with people who potentially can be suicidal or display self-harming behaviour.
4. The post holder will be subject to exposure to unpleasant smells, bodily fluids, being with people who have obvious medical and physical wounds and infections (such as MRSA) as is part of the working conditions within an acute medical hospital. The post holder will be instructed in infection control and other prevention-based practices in order to provide best protection.

## Person Specification

**Job Title:** Practitioner Psychologist (Clinical/Counselling/Health) in Oncology and Haematology

### Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Factors	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Doctorate in Clinical Psychology or Counselling or Health Psychology (or recognised equivalent)</li> <li>• Registered as a Practitioner Psychologist with the Health and Care Professions Council</li> </ul>	<p>Evidence of continuing professional development in the area of clinical health psychology</p> <p>Special interest and experience in cancer psychology</p>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working as a qualified psychologist with a range of clients, presenting with a range of clinical severity and maintenance of professionalism in challenging circumstances.</li> <li>• Experience of highly specialist psychological assessment, formulation and treatment of clients across the full range of care settings, including outpatients, community, primary care and inpatient settings.</li> <li>• Experience of tailoring psychological assessment and intervention to individual needs.</li> <li>• Experience of exercising full clinical responsibility for work.</li> <li>• Experience of team working</li> <li>• Experience of applying psychology in different cultural contexts.</li> </ul>	<p>Experience of working within a health setting, in particular Oncology and Haematology</p> <p>Experience of teaching, training and clinical supervision of psychological and non-psychological colleagues</p> <p>Experience in providing consultancy to colleagues</p> <p>Experience of line management of colleagues and of service development</p>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Doctoral level knowledge of clinical psychology theory and practice, including highly developed knowledge of lifespan developmental psychology, models of psychopathology, and two or more distinct psychological therapies.</li> <li>• Knowledge of legislation in relation to the client group.</li> </ul>	<p>Knowledge of the theory and practice of highly specialist assessment methods and therapeutic approaches in relation to Oncology and Haematology</p>



	<ul style="list-style-type: none"> <li>• Doctoral level knowledge of audit/research design and methodology.</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Highly developed skills in the use of psychological assessment, intervention and management frequently requiring sustained and intense concentration.</li> <li>• A high level ability to communicate effectively, at both a written and oral level, complex and clinically sensitive information to clients, their families, carers and a wide range of lay and professional persons within and outside the NHS.</li> <li>• Skills in providing consultation to other professional and non-professional groups.</li> </ul>	Ability to identify, provide and promote appropriate means of support to other team members and staff exposed to highly distressing situations.
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Keen to support the development of innovative and high quality services for people within physical health.</li> <li>• Able to be flexible and adapt to the changing needs of the service.</li> </ul>	<p>A 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.</p> <p>Keen to initiate and develop research interests.</p>
<b>Commitment to Trust Values and Behaviours</b>	<ul style="list-style-type: none"> <li>• Must be able to demonstrate behaviours consistent with the Trust's values. <i>(As detailed in UHCW's Values in Action document below)</i></li> <li>• Applicants applying for job roles with managerial responsibility will be required to demonstrate evidence of promoting equal opportunities through work experience</li> </ul>	

## Contractual Responsibilities

- **Confidentiality:** The post holder must maintain confidentiality, security and integrity of information relating to patients, staff and other Health Services business.
- **Health and Safety:** All staff must be familiar with the Trust Health and Safety Policy, including a thorough understanding of personal responsibilities for maintaining own health and safety and others.
- **Risk Management:** All staff need a basic working knowledge of risk management to enable them to participate in identification and control of all business risks they encounter in their area of work.
- **Equality and Diversity:** Everyone has the opportunity to be treated with dignity and respect at work and has a clear responsibility to comply with the detail and the spirit of the Dignity at Work Policy.
- **Infection Control and Prevention:** The Trust is committed to minimising risks of healthcare associated infection to patients, visitors and staff. All employees are required to be familiar with and comply with Infection Prevention and Control policies relevant to their area of work.
- **Safeguarding Vulnerable Adults and Children:** The Trust is committed to ensuring the safeguarding of vulnerable adults and children in our care. All employees are required to be familiar with their responsibilities in this area and to raise any concerns as appropriate.
- **Conflict of Interest:** The Trust is responsible for ensuring that the service provided for patients in its care meets the highest possible standard. Equally, the Trust is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Financial Instructions require any officer to declare any interest, direct or indirect, with contract involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.
- **Working Time Regulations:** The Working Time Regulations 1998 require that you should not work more than an average of 48 hours in each working week. For example, in a 26 week period you should work no more than 1,248 hours. Employees may choose to opt out by providing written notification as appropriate.

**The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other reasonable duties and responsibilities. Any changes will be made in discussion with the post holder according to service needs.**

## Our values in action

We live our values in action in our work with patients, visitors and colleagues.

- ✓ Being polite and introducing ourselves to everyone we meet.
- ✓ Treating everybody as individuals and respecting their needs.
- ✓ Being approachable, caring and helpful at all times.
- ✓ Communicating with patients, visitors and colleagues, respecting confidentiality and privacy.
- ✓ Taking the time to actively listen and understand individual needs.
- ✓ Being open and honest.
- ✓ Acknowledging that we don't always get it right.
- ✓ Speaking out when we see things aren't right and supporting others to do the same.
- ✓ Giving praise and saying thank you for a job well done.
- ✓ Celebrating and recognising personal, team and organisational achievements.
- ✓ Using the skills, experience and diversity of staff to better deliver our objectives and services.
- ✓ Actively working with patients and visitors to improve services.
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW.
- ✓ Taking personal responsibility for our own learning.
- ✓ Keeping up-to-date with mandatory and professional development
- ✓ Developing ourselves and others, independent of our job role or profession
- ✓ Taking personal responsibility to make improvements by suggesting new ways of doing things
- ✓ Taking opportunities to learn with and from others
- ✓ Embracing change and supporting others through it
- ✓ Putting in place ways to receive feedback and acting to change things
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW
- ✓ Working across boundaries to improve the experience of patients, visitors and colleagues

