

## **JOB DESCRIPTION**

JOB TITLE	Principal Psychological Therapist
JOB GRADE	Band 8b
ACCOUNTABLE TO:	Associate Director and Associate Psychological Services Director
RESPONSIBLE TO:	Pathway/Team Manager

## **JOB PURPOSE**

The post-holder is responsible for providing a qualified specialist psychological therapy service to adult clients in a designated locality, providing specialist psychological assessment and therapy, in addition to clinical supervision, advice and consultation to colleagues, and to other non-professional carers, on psychological aspects of assessment, formulation, care and treatment.

The post-holder is responsible for assessment of individual and team training needs for model specific psychological therapies in relation to the designated pathway, devising and delivering appropriate clinical training and ensuring that appropriate clinical supervision is in place to enable embedding of psychological skills.

The post-holder will evaluate the acquisition of psychological skills by team members in relation to the above training.

The post holder will work as a member of the multi-disciplinary team, ensuring that high quality individualised care is delivered which ensures safety and a commitment to promoting recovery and wellbeing and maximising independence.

The post-holder will provide specialist clinical supervision and clinical consultation / advice in accordance with service needs.

The post-holder will take a lead role for specialist provision of a specific evidence based psychological therapy within the pathway, and will contribute in-depth specialist knowledge and skills in a relevant area.

The post-holder will provide compassionate care that is based on empathy, kindness, respect and dignity.

The post-holder will contribute to training on a multi-disciplinary basis.

The post-holder will utilise skills for audit, policy and service development within the remit of the post.

The post-holder will work autonomously within professional guidelines and the overall framework of the service's policies and procedures.

The post-holder will receive clinical and professional supervision from a consultant clinical psychologist.

The post-holder will deputise for the pathway Psychological Services Professional Head as required.

The post-holder is accountable to the Service Manager and Psychological Services Professional Head for the provision of a specialist psychological therapy service in the designated locality and for the delivery of training and supervision.

The post holder is responsible for the supervision of staff undertaking model specific psychological interventions relevant to the community pathway, trainee psychological therapists and other staff within their service area where appropriate.

The post-holder will work autonomously within professional guidelines and the overall framework of the service's policies and procedures.

### **The post holder will commit to the vision and values of the Trust**

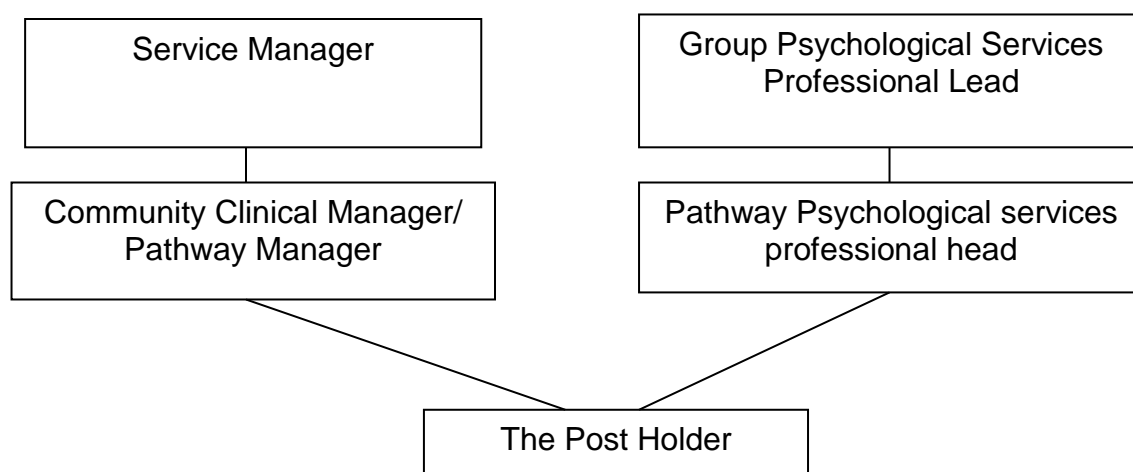
#### **VISION AND VALUES**

**Our Vision is:** "To work together, with compassion and care, to keep you well over the whole of your life."

**Our Values are:-**

- Caring Compassionate
- Respectful
- Honest and Transparent

#### **ORGANISATIONAL CHART**



## **COMMUNICATIONS AND RELATIONSHIPS**

To work within the National Health Service maintaining relationships with a wide range of individuals and disciplines, including direct care workers and service managers, providing feedback and advice on clients with complex psychological presentations as well as various aspects of service organisation and service delivery.

To liaise with NTW Mental Health & Disability Services, general practitioners and with the Local Authority, predominantly Social Services staff, and to collaborate with various groups within the voluntary sector in relation to direct client work as well as providing supervision, consultation and training to promote psychological aspects of care.

In both direct and indirect client work high level skills in persuading, influencing, advising, motivating, negotiating and diplomacy are essential.

A high level of verbal and non-verbal communication skills are required for work with clients and carers who may have communication problems due to complex emotional and mental health problems, organic brain pathology or through high levels of stress.

Issues of complex and highly dysfunctional family dynamics are addressed either individually or in a family context.

Where English is not a first language the use of interpreters may be central to the assessment and therapeutic process.

A high degree of skill and sensitivity is required in engaging with clients who have significant mental health problems, are highly anxious, traumatised, upset, unpredictable, angry or withdrawn. This is especially true where issues involving child abuse/child protection are present or suspected.

## **KNOWLEDGE, SKILLS AND EXPERIENCE**

### **Qualifications**

- An Honours Degree in Psychology recognised for graduate membership of the British Psychological Society, or RMN, or equivalent degree level qualification in mental health

and

- Post-graduate qualifications in psychological assessment and psychological therapy (e.g. Doctorate in Counselling Psychology, Post-graduate diploma in CBT, IAPT High Intensity CBT diploma).
- HCPC registered practitioner psychologist or equivalent e.g. BABCP registered CBT practitioner.

or

- Member of an appropriate professional body.

## **Skills and Knowledge**

- Specialist psychological assessment, formulation and intervention skills.
- Specialist clinical supervision skills.
- Specialist teaching and training skills and demonstrated competences.
- The ability to analyse complex data and make expert judgements based on information from a variety of sources.
- The ability to understand the role and contribution of colleagues and collaborate effectively with colleagues from all disciplines and across agencies.
- A high degree of communication skills (see Communication and Relationships).
- The ability to plan, organise and deliver work, exercising clinical autonomy, and managing time effectively.

## **Experience**

- Substantial experience in psychological therapies in the field of adult mental health, including assessment, formulation and interventions, and including work with service users with mild, moderate, severe and enduring mental health problems, including psychosis and/or personality disorder. This must include a minimum of 50 hours' supervised practice over an 18 month period.
- Experience of specialist psychological assessment of clients across a wide range of care settings and collaborative work with other professional groups, e.g. medical, nursing, social work.
- Substantial experience in consultation, clinical supervision and audit activities.
- Substantial experience of providing evidence based psychological model-specific training to other professional groups, e.g. medical, nursing, social work.

## **KEY RESULT AREAS**

### **Analytical and Judgemental Skills**

- To carry out specialised psychological assessment procedures, interpreting and integrating complex data from a variety of sources, including self report psychological measures, and to use this to develop a shared formulation which will guide the treatment and management of individual clients. To

generate and consider a number of hypotheses, and based on this to develop a shared formulation in situations where service user, family and expert opinions may differ, which will guide the treatment and management of individual clients.

## **Planning & Organisation**

- To plan and organise own workload and the workloads of any other staff employed within the specialism in order to deliver a specialist service within the pathway, to meet service objectives and in accordance with an agreed job plan.
- To assess psychological training needs, and develop and organise training programmes to address these needs within the pathway. To monitor acquisition of skills, and adjust these plans as required in order to ensure that appropriate skills and competencies are attained.
- To plan and organise agreed project/ audit / research & development work.
- To plan, organise and deliver clinical work with individuals, families and groups, exercising clinical autonomy, and managing time effectively.
- To plan and organise activities and workload for trainee psychological therapists on placement as part of the supervisory role.

## **Physical Skills**

Physical skills required:

- Standard keyboard skills.
- Breakaway skills
- Carry out tests using specialist materials and equipment

## **Patient/Client Care**

- To formulate and implement formal psychological therapy based upon an appropriate conceptual framework of the problems and employing methods based on evidence of efficacy.
- To be responsible for implementing a range of evidence based psychological interventions for individuals, carers, families and groups by adjusting and refining psychological formulations, drawing upon different explanatory models and maintaining a number of provisional hypotheses.
- To be able to make reasonable adaptations to assessment and intervention processes to accommodate service users with mild learning disabilities and older adults.
- To contribute to new methods of service delivery, in order to encourage optimal opportunities for access to service for vulnerable client groups.
- To engage in joint working with other staff to optimise the use of resources.

- To exercise autonomous professional responsibility for the assessment, treatment and discharge of clients.
- To contribute directly and indirectly to a psychologically based framework of understanding and care to the benefit of all clients of the service, across all settings and agencies providing services for adults with mental health and disability problems.
- To undertake risk assessment and risk management for individual clients and to provide advice to other professions on psychological aspects of risk assessment and risk management.
- Occasionally, as appropriate, to act as care coordinator under standard CPA, taking responsibility for initiating and reviewing care plans under enhanced CPA, including clients, their carers, referring agents and others involved in the network of care.
- To utilise theory, evidence based literature and research, to support evidence based practice in individual work and work with other colleagues.
- To utilise outcome measures and service user feedback in order to evaluate, refine and develop clinical practice in line with the clinical governance agenda.
- To maintain awareness of local resources and self-help materials and the means of their access.
- Work flexibly to meet the needs of Service Users across pathways, which may regularly include working extended and flexible hours over 7 days a week.

## **Policy and Service Development**

- To advise service and professional management on aspects of the service where psychological and/or organisational matters require addressing.
- To identify and propose improvements or changes to policy and service developments which may impact on the pathway delivery and wider community services.
- To attend appropriate meetings, e.g. clinical governance and project meetings commenting on issues of service and policy development for the service, locality or wider Trust.
- To contribute to the development and articulation of best practice in psychology across the service, taking part in regular professional supervision and appraisal, and maintaining an active engagement with current developments in the field of psychological therapies and related disciplines.

## **Financial resources**

- Authorised signatory for psychological services within own area of responsibility.
- Shared responsibility for approving use of financial resources for psychological services needs in accordance with Trust policies and procedures and service priorities.
- Exercises the personal duty of care in the use, maintenance and storage of Trust equipment.
- Exercises the personal duty of care in the use of other Trust resources, avoiding waste wherever possible.

## **Human Resources**

- To provide clinical supervision to other staff in the application of psychological techniques and evidence based psychological therapies, to help maximise the contribution of psychology in the field of mental health.
- To devise and deliver specialist staff training in evidence based psychological therapies and support the acquisition of new psychological skills on a multidisciplinary and multi-agency basis.
- To monitor skills acquisition and practice to ensure optimal use of psychological skills and principles.
- To provide advice and consultation to staff working with clients with mental health difficulties across a range of statutory and voluntary agencies and settings.
- To supervise trainee psychological therapists and to contribute to relevant academic & clinical training programmes as required.
- To contribute to the development and maintenance of the highest professional standards of practice, through active participation in the internal and external CPD training and development programmes, in consultation with the post holder's professional and service managers, and in line with the requirements of the regulating organisation or professional body.
- To receive regular clinical and professional supervision from a consultant Clinical Psychologist.
- To deputise for the pathway Psychological Services Professional Head as required.

## **Information Resources**

- To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self governance in accordance with professional codes of practice as well as Trust policies and procedures. Responsibility, via paper or electronic

systems, for maintaining accurate and contemporaneous records and securely storing and retrieving necessary information/documentation as per Trust Policy.

- To use Digital Recording Equipment as per Trust Policy.
- To maintain an up to date knowledge of legislation, national and local policies and issues in relation to mental health issues in general and as they specifically impact upon individuals with mental health difficulties. Additionally to maintain knowledge of legislation otherwise relevant to the post.

## **Research and Development**

- To undertake appropriate audit and contribute to research and service development.
- To undertake project management including complex audit and service evaluation with colleagues within the service to help develop service provision.
- To ensure that all clinical practice is evidence based. Keep up to date with relevant Research in the field in order to evaluate current practice and implement service improvement.
- Contribute to the Clinical Governance Agenda in order to improve Quality and Clinical effectiveness and work towards continually improving the Service User/Carer experience and satisfaction with services.

## **FREEDOM TO ACT**

The post holder exercises autonomous professional responsibility for the assessment, treatment and discharge of clients. The use of initiative is required in prioritising cases and other aspects of the workload of the post holder and those for whom the post holder has supervisory responsibilities. The post holder will receive regular supervision from a consultant Clinical Psychologist.

The post holder will work within service and Trust guidelines, policies and procedures and professional codes of practice.

The post holder will engage in all mandatory training and other aspects of training identified through appraisal.

## **EFFORT AND ENVIRONMENT**

**Physical** – Physical strain occurs due to sitting for lengthy periods either in clinical sessions, meetings or at a computer.

Physical effort is required in transporting and carrying materials and equipment between bases for use in clinical session.



The post-holder must be appropriately trained and capable of using authorised breakaway techniques as required.

**Mental** – Substantial mental effort is required on a daily basis in conducting specialised assessments and therapeutic work, requiring a high level of concentration, with the need to assimilate and interpret complex information, in making judgements to inform the direction taken within a session, and in reaching formulations of clients' problems.

Concentrated mental effort is required for report writing in order to summarise cogently key issues of assessment, formulation and therapeutic input. This is also the case in the development of research and training initiatives.

**Emotional** – High levels of emotional effort are required in dealing with clients who are traumatised and upset, overwhelmed by events or symptoms, highly anxious or angry. The post-holder will have regular contact for assessment and treatment of individuals presenting with trauma associated with childhood abuse; physical, sexual or emotional.

Similarly addressing issues of challenging behaviours in clients may be emotionally taxing both in relating directly to the client and to staff who may be under a considerable level of strain.

Emotional effort is required to manage challenging emotionally charged situations e.g. in maintaining a therapeutic silence or containment to help avoid an escalation of inappropriate or overwhelming responses on the part of the client or family.

**Working Conditions** – Unpleasant and potentially hazardous working conditions can ensue when working in areas not subject to health and safety regulations e.g. service users' homes, with potential exposure to unpleasant working conditions such as dirt, dust, smells or bodily fluids. Potentially hazardous conditions can also ensue when the need arises in therapy to confront issues which are highly contentious, for example, raising and dealing with issues of child protection. When it is necessary for the post-holder to work alone in a service user's home they must adhere to the Trust Lone Working Policy.

The post-holder may be required to work at various locations throughout the Trust, and would be required to use mobile technology provided by the Trust to enable mobile working, including from home as per Trust Policy.

## **SAFEGUARDING**

Every employee has a responsibility for safeguarding and protecting adults and children from abuse, regardless of the setting in which the care takes place. It is every employee's responsibility to be aware of relevant Trust Policies. All employees should take part in training in order to maintain their skills. Front line practitioners should access regular supervision and support in line with local procedures.

## **HEALTH AND SAFETY**

Contribute to maintaining a safe environment of care through effective risk management. Identify risks and develop appropriate strategies to manage the risks including responding appropriately to untoward/emergency situations.

## **TRUST CLINICAL GOVERNANCE STRATEGY**

It is the responsibility of all health care professionals to play an active role in delivering the clinical governance agenda. There is a specific responsibility for individual health care professionals to be involved in auditing their own and their team's clinical performance, and to engage in activities, which continuously improve, the quality of services they provide.

### **Information of a Confidential Nature or Access to Confidential Information**

"To be aware of the nature of information dealt within the NHS and to work in a manner which ensures confidentiality and security of this information"

## **INFECTION CONTROL**

All Trust staff (clinical and non-clinical, including locum and agency staff employed by external contractors) have a personal responsibility to ensure the risk of infection to themselves, service users and visitors is minimised by ensuring that they (1) are familiar and adhere to, current Trust policy and guidance on infection prevention and control, (2) participate in the Trusts induction programme and statutory/required training in infection prevention and control and (3) consider infection prevention and control as part of their appraisal and/or personal development plans'.

## **CALDICOTT RESPONSIBILITIES:**

1. **Justify the purpose (s) of every proposed use or transfer** - every proposed use or transfer of patient-identifiable information within an organisation should be clearly defined and scrutinised, with continuing uses regularly reviewed by an appropriate guardian.
2. Don't use it **unless it is absolutely necessary** - Patient-identifiable information should not be used unless there is no alternative.
3. **Use the minimum** necessary - Where use of patient-identifiable information is considered to be essential, each individual item of information should be justified with the aim of reducing identification.
4. Access should be on a strict **need-to-know** basis - Only those individuals who need access to patient-identifiable information should have access to it, and they should only have access to the information items that they need to see.
5. Everyone with access to it should be **aware of their responsibilities** - Action should be taken to ensure that those handling patient-identifiable information are aware of their responsibilities and obligations to respect patient confidentiality.
6. **Understand and comply with the law** - Every use of patient-identifiable information must be lawful. Each department must have someone responsible for ensuring that the organisation complies with legal requirements.

## **ACCESS TO CONFIDENTIAL INFORMATION:**

To be aware of the nature of information dealt with within the NHS, and to work in a manner which ensures confidentiality and security of this information.

This job description is not intended to be an exhaustive list of the duties and responsibilities of the post and the post holder may be requested to carry out any other duties appropriate to the grade or post.

The post may change over time to meet organisational requirements and the job description may be changed after consultation with the post holder at any time.

**JOB DESCRIPTION AGREEMENT**

Post Title: .....

Post Holder's Name: .....

Post Holder's Signature: ..... Date:.....

Line Manager's Name: .....

Line Manager's Signature: .....Date: .....

**Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>An Honours Degree in Psychology recognised for graduate membership of the British Psychological Society, or RMN, or equivalent degree level qualification in mental health and Post-graduate qualifications in psychological assessment and psychological therapy (e.g. Doctorate in Counselling Psychology, Post-graduate diploma in CBT, IAPT High Intensity CBT diploma).</p> <p>HCPC registered practitioner psychologist or equivalent e.g. BABCP registered CBT practitioner. or Member of an appropriate professional body</p>	
<b>Experience</b>	<p>Substantial post qualification experience of specialist model specific psychological assessment, formulation and treatment of clients across a wide range of care settings.</p> <p>Demonstrate further specialist training and experience through having received a minimum of 50 hours clinical supervision of working as a psychological therapist over a minimum of 18 months or an alternative agreed by the Psychological Services Professional Lead.</p> <p>Substantial post qualification experience of delivering evidence based psychological therapy training to a range of professional groups.</p> <p>Substantial experience of providing clinical supervision.</p>	<p>Experience of the application of psychological therapies in different cultural contexts.</p> <p>Experience of professional management.</p>
<b>Knowledge and Skills</b>	<p>Skills in the use of complex methods of psychological assessment, intervention and management.</p> <p>Specialist skills and competency in at least two evidence based psychological therapies relevant to the pathway.</p> <p>Knowledge of the theory and practice of one or more specialist psychological therapies in specific difficult to treat groups relevant to the community pathway, e.g. personality disorder, dual diagnosis, people with additional disabilities.</p> <p>Well developed skills in the ability to communicate effectively, orally and in writing,</p>	<p>Knowledge of legislation in relation to the client group and mental health.</p> <p>Trainer in clinical supervision.</p>

	<p>complex, highly technical and/or clinical sensitive information to clients, their family, carers and other professional colleagues both within and outside the NHS.</p> <p>Well developed teaching &amp; training skills.</p> <p>Well developed skills in providing clinical supervision and consultation to other professional and non-professional groups.</p> <p>Evidence of continuing professional development as required by the relevant regulating or professional body.</p> <p>Formal training in clinical supervision.</p> <p>Skills in managing emotional impact of dealing with highly emotive and distressing situations through self management and use of the clinical supervision process.</p>	
<b>Other</b>	<p><b><u>Other</u></b></p> <p>Ability to teach and train others, using a variety of complex multi media materials for presentations within public, professional and academic settings.</p> <p>Ability to identify and employ mechanisms of clinical governance as appropriate to support and maintain clinical practice in the face of regular exposure of highly emotive behaviour.</p> <p>Able to meet the travel demands of the post.</p>	Experience of working within a multicultural framework

HCPC – Health Care Professions Council

BPS – British Psychological Society

BABCP – British Association of Behavioural and Cognitive Psychotherapy