

HERTFORDSHIRE PARTNERSHIP UNIVERSITY NHS FOUNDATION TRUST

JOB DESCRIPTION FORMAT

Job Title: Clinical / Counselling Psychologist 8a

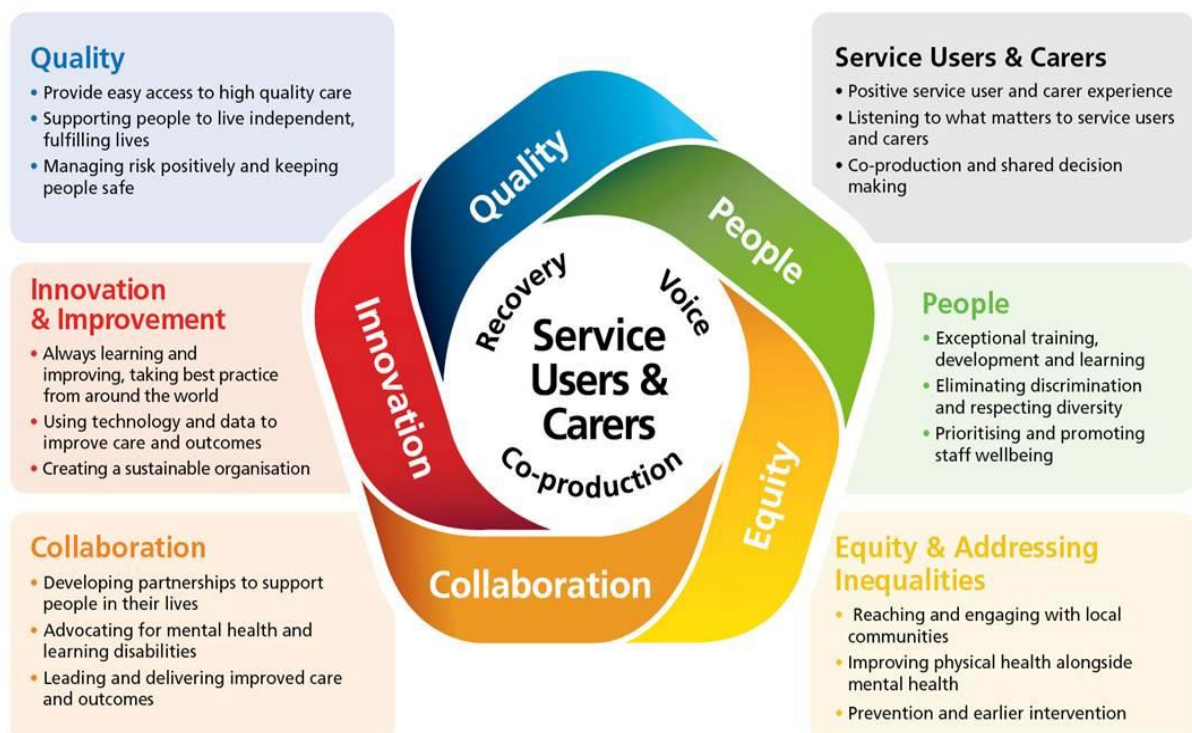
Grade/Band: 7 development post to 8a

Department: Crisis Resolution and Home Treatment Team

Responsible to: Principal Clinical Psychologist (8b)/ Lead Psychologist

Accountable to: Principal Clinical Psychologist (8b)/ Lead Psychologist

Base: St Pauls, Slippers Hill, Hemel Hempstead. HP2 5XY



Hertfordshire Partnerships University Foundation Trust

- Hertfordshire Partnership University NHS Foundation Trust (HPFT) is an exceptional organisation with big ambitions, our aim is to be the leading provider of mental health and specialist learning disability services in the country.
- With a workforce of around 3,500 people and an annual income of some £330million this year, the Trust provides integrated health and social care services through a network of community and inpatient settings, serving diverse communities across Buckinghamshire, Essex, Hertfordshire and Norfolk. As a university NHS foundation trust, HPFT continues to develop strong links with the University of Hertfordshire, providing excellent learning and development opportunities, as well as strengthening our clinical research capability
- Whilst it is a challenging period for the NHS, there has never been a more exciting time to join HPFT following our CQC rating of Outstanding awarded to us in April 2019. We are on our “Good to Great” journey as we continue to innovate, improve, transform and ultimately deliver the very highest standards of care to the service users and communities that we serve.

Our Services

We provide mental health and social care services - including Adults of Working Age, Older Adults, Children and Adolescents and Specialist Learning Disabilities services.

The Trust works in close partnership with Hertfordshire County Council and also with other NHS organisations to promote and support mental health in the community. We also provide specialist learning disability services in Norfolk and North Essex.

The Trust provides:

- Community Services including local teams for mental health
- Acute and Rehabilitation Services including inpatient services and crisis team
- Specialist Services such as mental health services for older people, eating disorders, and our mother and baby unit
- Learning Disability and Forensic Services

Our Mission

We help people of all ages live their lives to their full potential by supporting them to keep mentally and physically well.

Everything we do is aimed at providing consistently high quality, joined up care, support and treatment that:

- Empowers individuals to manage their mental and physical wellbeing
- Keeps people safe from avoidable harm
- Is effective and ensures the very best clinical and individual recovery outcomes
- Provides the best possible experience

Our Vision

Our conversations with service users, carers, staff, commissioners and the wider communities we serve have informed a simple but ambitious vision:

“Delivering great care, achieving great outcomes - together”

We will achieve our vision by:

- Putting the people who need our care, support and treatment at the heart of everything we do - always
- Consistently achieving the outcomes that matter to the individuals who use our services, and their families and carers, by working in partnership with them and others who support them
- Providing the very best experience of joined-up care in line with what service users and carers have told us makes ‘Great Care’

Values and Behaviours

Our values and behaviours have been developed by over 800 service users, carers and members of staff. They describe how we aim to be with service users, carers and each other. By living our values we will deliver our ambition to be a leading provider for everyone we work with.

	<i>we are...</i>	<i>you feel...</i>
Our Values	Welcoming	✔ Valued as an individual
	Kind	✔ Cared for
	Positive	✔ Supported and included
	Respectful	✔ Listened to and heard
	Professional	✔ Safe and confident

Our values set the tone for:

- The way we plan and make decisions.
- The way we behave with service users and each other.
- The kind of colleagues we recruit.
- The way we induct, appraise and develop our staff

Job Summary:

- To ensure the systematic provision of a high-quality specialist Psychological Service to clients with moderate to severe mental health problems from the Crisis Resolution and Home Treatment Team.

- To be a fully integrated member of the MDT within the Crisis Resolution and Home Treatment Team including enhancing the psychological awareness of the team through case discussions and staff reflective practice.
- On band 8a - to supervise and support the psychological assessment and therapy provided by band 7 Psychologists/CBT therapists and other clinical members of the team who provide psychologically based care and treatment, as well as providing assessment and therapy as required.
- To utilise research skills for audit, service development and research.

All staff should comply with the Trust's Anti-Discriminatory Statement, Employee Charter, Trust Policies and Procedures, Code of Conduct and Equality and Diversity.

Key Relationships:

- To have good working relationships with multi-disciplinary colleagues in the Crisis Resolution and Home Treatment Team.
- To maintain close working relationships with psychology colleagues and other psychological therapists both locally and sector-wide.
- To promote and maintain good working relationships with colleagues across the whole spectrum healthcare including Primary Care, Acute Care, the Voluntary Sector, Educational establishments, Physical Care providers etc.
- To promote and maintain good working relationships with clients, their families, carers and other external agencies.

Duties and Responsibilities:

Clinical Responsibility

- To provide specialist psychological assessments of clients referred to the Crisis Resolution and Home Treatment team based upon the appropriate use, interpretation and integration of complex psychological data from a variety of sources including psychological and neuropsychological tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with clients, family members and others involved in the client's care. The service to be provided in community as well as mental health settings.
- To formulate and implement plans for the formal psychological treatment and/or management of a client's mental health problems, based upon an appropriate conceptual framework of the client's problems, and employing methods of proven efficacy including CBT, across the full range of care settings.
- To be responsible for implementing a range of evidence-based psychological interventions for individuals, carers, families and groups, within and across teams employed individually and in synthesis, adjusting and refining psychological formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.
- To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and developmental processes that have shaped the individual, family or group.
- To exercise autonomous professional responsibility for the assessment, treatment and discharge of clients whose problems are managed by psychologically based standard care plans.
- To provide specialist psychological supervision, guidance and consultation to Assistant Psychologists contributing directly to clients' formulations, diagnoses and treatment plans.

- To ensure that all members of the treating team have access to a psychologically based framework for understanding and care of clients of the service, through the provision of advice and consultation and the dissemination of psychological research and theory.
- To undertake risk assessment and risk management for individual clients and to provide general advice to other professionals on psychological aspects of risk assessment and management.
- Where appropriate to act as named worker and at times lead clinician, ensuring the provision of a care package appropriate for the client's needs, coordinating the work of others involved with care, tasking responsibility for arranging CPA reviews as required and communicating effectively with the client, his/her family and all others involved in the network of care, and to monitor progress during the course of multi-disciplinary interventions.
- To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of clients under their care and to monitor and evaluate progress during the course of both uni- and multidisciplinary care.
- To provide expertise, advice and support to facilitate the effective and appropriate provision of psychological care by all members of the treatment team.

Leadership and Staff Management Responsibility

- To participate as appropriate in staff recruitment, both in the short-listing process and as a member of interview panels for assistant, trainees and qualified clinical psychologists.
- To undergo and maintain up-to-date Trust mandatory training requirements.

Financial Responsibility

- To ensure that resources are appropriately and efficiently utilised within the service.
- To check equipment and report equipment failures to line management as appropriate.
- To work within HPFT financial policies, procedures, and budgets.

Service Development and Improvement

Development and Improvement

- To contribute to the development, evaluation and monitoring of the team's operational policies and services, through the deployment of professional skills in research, service evaluation and audit.
- To advise both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing.
- To manage the workloads of Assistant/Graduate Psychologists and at 8a band newly qualified Psychologists, within the framework of the team/service's policies and procedures.

Communications

- To communicate effectively and skilfully with a wide range of people in a formal and informal manner and in verbal and written format consistent with their level of understanding, culture, and background to explore complex issues and make complex decisions.
- To be empathetic and reassuring when communicating highly sensitive and complex information and advice to clients, carers and relatives where there may be significant barriers to understanding. This might involve communicating with highly distressed clients and relatives who may present with challenging and hostile behaviour.
- To communicate effectively and skilfully with other professionals in the team, other colleagues within or outside the Trust, statutory and non-statutory agencies/partners relevant to the clients' care and management (including for the purposes of safeguarding and liaison).

Other

Analytical and Judgmental Skills

- To provide specialist psychological support to the MDT and to carry out assessments in relation to behaviour change and of clients who have complex needs who require a more specialised approach, taking into account complex facts about their history, medical and mental health conditions, social needs and service provision, using investigative, interpretative and analytical skills across a range of treatment options and scenarios.
- To formulate and implement plans for the formal psychological treatment and/or management of a client's mental and physical health problems, based upon an appropriate conceptual framework of the client's problems, and employing methods based upon evidence of efficacy, across the full range of care settings.
- To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and developmental processes that have shaped the individual, family or group.
- To support the MDT to utilise expert clinical judgement to evaluate clients' physical and psychological responses to treatment and psychological interventions offered.
- To undertake appropriate research and to analyse and interpret data for the purposes of Research and Audit.

Planning and Organisational Skills

- To manage a caseload exercising appropriate clinical and organisational judgement so as to ensure high standards in the provision of care.
- To plan and implement programmes of care, carry out assessments and interventions based on clinical priorities, the psychological evidence base, and involving the client and their carer's in the planning and implementation of care.
- To plan, organise, time-manage and prioritise own workload and personal administration delivering a specialist psychologist service within an agreed job plan.
- To organise and plan complex activities around training and education programmes and research and audit.

- To liaise and consult with other professionals in the NHS and other agencies and organisations.
- To plan and deliver interventions in line with NICE Guidelines, Best Practice and local and National Guidelines.

Physical Working Conditions and Environment

- Frequent exposure to distressing and emotional circumstances through the need to review with clients, in detail, the circumstances of their background and often traumatic histories. Occasional exposure to traumatic incidents such as severe verbal abuse, challenging behaviour and risk of physical aggression from clients. May need to cope with clients who are hostile, aggressive, severely disturbed and self-harming.
- Frequent intense and prolonged concentration in highly distressing and highly emotional situations. Specialist clinical work with complex service users will often involve exposure to covert and occasionally threats of overt aggression from service users, which has to be emotionally processed, managed and handled with the utmost clinical sensitivity, flexibility and appropriately so that the patient is helped to manage this part of their behaviour. The complexity, demands and risks presented by clients involve the psychologist in intense thinking and sustained concentration, sometimes under conditions of raised arousal levels.
- There may also be an occasional requirement to assert light physical effort but participation in breakaway training is mandatory and there is an expectation that these skills will be used in emergencies.
- Administration of psychometric measures requiring intense concentration.
- To document client care by recording information on Electronic Patient Record Systems, demonstrating keyboard skills.
- The post holder will be expected to drive their own vehicle regularly and must cope with the physical demands of frequent travel across the geographical area covered by the Crisis Resolution and Home Treatment Team and further afield as required.

Information Resources

- To maintain high standards of record-keeping, primarily using the Trust's electronic patient record system in line with Trust policies and procedures.
- To record and monitor statistical data relevant to service provision and development as required. This is carried out in order to provide statistical data for research and audit but may also be for service development and monitoring purposes.
- To ensure the confidentiality and security of patient information and patient records according to Trust policies and the Data Protection Act 1984, and its subsequent amendments, at all times.
- To ensure client confidentiality while maintaining professional accountability in accordance with BPS / HCPC Guidelines and Codes of Conduct.
- To be familiar with and to produce learning materials using different electronic tools e.g. power point presentations.

Additional Information:

The following statement forms part of all job descriptions:-

Health and Safety

The post holder has a duty of care to themselves and to others with whom they come into contact in the course of their work as laid down in the Health and Safety at Work Act 1974 and any subsequent amendment or legislation.

Infection Control

All Trust staff will:

Act as a role model and champion for the highest standard of all aspects of infection prevention and control and implementation of all Infection Prevention and Control Trust policies and guidelines.

Demonstrate respect for the roles and endeavours of others, in implementing good standards of hand hygiene.

Value and recognise the ideas and contributions of colleagues in their endeavours to reduce the incidence of healthcare associated infection.

Equality and Diversity

Hertfordshire Partnership University NHS Foundation Trust is committed to providing an environment where all staff, service users and carers enjoy equality of access, provision, opportunity and outcomes.

The Trust works to eliminate all forms of discrimination and recognise that this requires, not only a commitment to remove discrimination, but also action through positive policies to redress inequalities.

Providing equality of opportunity means understanding and appreciating the diversity of our staff, service users & carers and ensuring a supportive environment free from harassment. As a result Hertfordshire Partnership University NHS Foundation Trust actively encourages its staff to challenge discrimination and promote equality of opportunity for all.

Confidentiality

Employees must maintain confidentiality of staff, patients and Trust business and have a responsibility to comply with the General Data Protection Regulations (GDPR) 2018 and be aware of the Caldicott principles. If you are required to process information, you should do so in a fair and lawful way, ensuring accuracy is maintained. You should hold information only for the specific registered purpose and not use or disclose it in any way incompatible with such a purpose. You should disclose information only to authorised persons or organisations as instructed. Breaches of confidentiality in relation to information will result in disciplinary action, which may include dismissal. Employees are expected to comply with all Trust

policies and procedures and to work in accordance of the General Data Protection Regulations (GDPR) 2018. For those posts where there is management or supervision of other staff it is the responsibility of that employee to ensure that their staff receive appropriate training.

Standards of Business Conduct and Conflicts of Interest

The Trust has adopted a Standards of Conduct Policy, which reflects NHS Management Executive Guidelines. It is the responsibility of all staff to ensure that they act as a role model, by upholding the principle of a leading mental Trust. Staff should be informing their line manager if they are working for any other organisation to ensure that this Trust complies with the Working Time Regulations.

Information and Records Management

The post holder must be competent in using IT and have the relevant skills to carry out the activities required for the post.

To comply with the Data Protection Act 1998, Freedom of Information Act 2000 and Department of Health Code of Confidentiality in line with Trust procedures.

To adhere to the Trust's policies on records management including creation, use, storing and retention and disposal of records.

Adhere to the Trust's Corporate Identity (using the standard templates – available on the Trust intranet 'HIVE').

Safeguarding Adults and Children

The Trust is committed to ensuring adults and children are protected and come to no harm from abuse. All employees have a responsibility to be aware of national and local policies, their individual responsibilities with regards to the protection and safeguarding of both adults and children, and must adhere to them at all times.

Organisational Change

As services develop and change, the post holder may be required to undertake other responsibilities within the Trust.

Flexible Working

The Trust believes that its staff members are its most valuable asset and is committed to attracting and retaining the very best, and utilising all the talent and experience available. The Trust recognises the importance of helping its employees balance their work and home life by offering flexible working arrangements that enable them to balance their working life with other priorities, including parental and other caring responsibilities, life-long learning, charity work, leisure activities and other interests.

Health and Safety

Health and Safety at Work In accordance with the Management of Health and Safety at Work Regulations 1992 (as amended) and other relevant Health and Safety legislation, staff have a duty to take responsible care to avoid injury to themselves and

others by their work activities, to maintain a safe working environment for patients, visitors and employees and to co-operate in meeting statutory requirements

Review:

This job description is an outline, which reflects the present requirements of the post and is not intended to be an inflexible or finite list of duties and responsibilities. As these duties and responsibilities change and develop the job description will be amended from time to time in consultation with the post holder.



PERSON SPECIFICATION

The person specification must detail the level at which a person should have reached before you recruit them. You should use the dimensions and levels for the second gateway subset of the relevant KSF outline to assist with developing the person specification.

Successful candidates MUST have the potential to achieve the knowledge and skills requirements of their second gateway.

Job Title: Clinical / Counselling Psychologist band 7 development post to 8a

Department: Crisis Resolution and Home Treatment Team

Date last reviewed: 30.01.2024

CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS/EDUCATION/TRAINING Post-graduate doctorate in clinical psychology (or its equivalent for those trained prior to 1996) as accredited by the BPS, or fully completed training as a Counselling Psychologist. Post-qualification training in assessment and intervention models in one or more of the	A/I/T	

<p>following: CBT, Systemic Therapy, Family Interventions.</p> <p>Current full registration with HCPC</p> <p>Training in risk assessment and management.</p>	<p>A/I</p> <p>A/I</p>	<p>A/I</p>
<p>PREVIOUS EXPERIENCE</p> <p>For band 8a - at least two years' experience working as a qualified practitioner with clients with severe mental illness within a mental health setting.</p> <p>For band 7 - at least two years' experience working as a qualified practitioner with clients with severe mental illness within a mental health setting.</p> <p>Experience of specialist psychological assessment and treatment of clients across the full range of care settings, including outpatient, community, primary care and inpatient settings.</p> <p>Experience of working with a wide variety of client groups, including those with physical health conditions and or long-term conditions across the whole life span's presenting problems that reflect the full range of clinical severity whilst maintaining a high degree of professionalism in the face of highly emotive and distressing problems, verbal abuse and the threat of physical abuse.</p> <p>Experience of exercising full clinical responsibility for clients' psychological care and treatment within the context of multi-disciplinary care.</p> <p>Experience of working within acute or crisis services.</p> <p>Band 8a - Experience of supervising qualified clinical staff from a range of professional</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>

<p>backgrounds including HCPC registered Practitioner Psychologists.</p> <p>Experience of multi-disciplinary team working and inter-agency collaboration. Experience of service quality monitoring e.g. clinical audit, evaluative research, etc.</p> <p>Experience of teaching, training and/or offering supervision</p> <p>Experience of service development/project management</p>	<p>A/I</p> <p>A/I</p>	<p>A/I</p>
<p>SKILLS/KNOWLEDGE/ABILITY</p> <p>Doctoral level knowledge of research methodology, research design and complex, multivariate data analysis as practiced within the fields of Clinical / Counselling Psychology.</p> <p>Knowledge of whole life span development and the impact on emotional, psychological and mental well-being.</p> <p>Knowledge of the theory and practice of at least two evidence based psychological interventions including CBT, Systemic Therapy or Family Interventions.</p> <p>Ability to provide consultation to other professional and non-professional groups.</p> <p>Ability to teach and train others, using a variety of complex multi-media materials suitable for presentations within public, professional and academic settings.</p> <p>Ability to take the appropriate action to address any issues or risks.</p> <p>Awareness of Child and Adult Safeguarding Procedures.</p> <p>Awareness of current NHS initiatives and</p>	<p>A/I/T</p> <p>A/I/T</p> <p>A/I/T</p> <p>A/I/T</p> <p>A/I/T</p> <p>A/I/T</p> <p>A/I/T</p>	<p>A/I/T</p>

developments.	A/I/T	
Knowledge of legislation and the national agenda in relation to adult mental health and psychological working in long term conditions, such as personality disorder.	A/I/T	
Knowledge and awareness of specific clinical practices and issues relating to clients in mental health crisis.	A/I	
Ability to work autonomously as well as part of a team.		
As per KSF outline		
COMMUNICATION SKILLS		
Excellent interpersonal and communication skills.	A/I	
Ability to communicate orally and in writing, complex, highly technical and/ or clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS.	A/I	
Ability to work and communicate therapeutically with clients and their families consistent with their level of understanding, culture, background and preferred ways of communicating.	A/I	
Ability to work and communicate as a responsible participating member of a multi-disciplinary team and the ability to respect and value other members' contributions and to encourage participation of all involved.	A/I	
Ability to keep accurate and complete records of activities and communications consistent with legislation, policies and procedures.	A/I	
Ability to alert line manager / team when direction, policies and strategies are adversely affecting users of services or the public.	A/I	
Ability to time manage effectively and to work under pressure and to prioritise a clinical workload	A/i	

<p>ANALYTICAL SKILLS</p> <p>Positive problem-solving approach.</p> <p>Ability to critically evaluate and review developments made by others to determine if and how they could be applied within own area of work.</p> <p>PHYSICAL SKILLS</p> <p>Car Driver (unless you have a disability as defined by the Equality Act 2010 which prevents you from driving).</p> <p>IT Skills; including the use of Microsoft Office and Outlook, entering data onto electronic patient records.</p> <p>PHYSICAL EFFORT</p> <p>Ability to travel and work flexibly across different sites in Hertfordshire</p> <p>MENTAL EFFORT</p> <p>Ability to think clearly and express self.</p> <p>Ability to remain calm under pressure.</p> <p>Ability to deliver complex methods of psychological assessment, intervention and management frequently requiring sustained and intense concentration.</p> <p>EMOTIONAL EFFORT</p> <p>Ability to recognise signs of stress and seek the appropriate support.</p> <p>Ability to work with people whose behaviour is personally challenging.</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	
<p>GENERAL</p>		

Ability to comply with BPS/HPCPC professional standards and current developments in the field of Acute and Crisis Work.	A/I	
Ability to identify and employ mechanisms of clinical governance as appropriate to support and maintain clinical practice.	A/I	
Flexible and positive approach to changing circumstances.	A/i	
Ability to identify own developmental needs and takes responsibility for personal development.	A/I	
Ability to act consistently with legislation, policies, procedures and other quality approaches and the ability to encourage and develop others to do so.	A/I	

A- Application Form

I – Interview

T – Test

Our values
Welcoming Kind Positive Respectful Professional



