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| **1. JOB IDENTIFICATION** | Job Title | Clinical Neuropsychologist/Psychologist Band 8a | |
| Department(s)/Location | Department of Clinical Neuropsychology, Ninewells Hospital, Dundee | |
| Number of Job Holders Job Reference | **2.0wte**  **SC06-1810** | |
| 1. **JOB PURPOSE**   To provide a highly specialised clinical neuropsychology service to adults across Tayside and North Fife who are known to have, or are suspected to have acquired damage to the brain, largely as a result of disease, trauma or ageing. This will involve the provision of formal neuropsychological assessment of cognitive, behavioural and emotional functioning, as well as intervention with patients presenting with a wide variety of neurological, medical and psychiatric conditions. To be familiar with the neuropsychological features and changes across a wide range of neurological, medical and psychiatric disorders. To keep up to date with professional, local and national guidelines. There is a requirement to carry out audit and research. | | | |
| 1. **ORGANISATIONAL POSITION**   **See Appendix 1** | | | |
| 1. **SCOPE AND RANGE**   The population of Tayside is approximately 400,000. This post is based within the Regional Neuroscience Centre at Ninewells Hospital in Dundee and provides a highly specialised clinical neuropsychology service to patients across the Tayside and North Fife region. Referrals are received from a diverse range of referring agents including Neurology, Neurosurgery, General and Old Age Psychiatry, Medicine for the Elderly, General Physicians, Cardiovascular Medicine and Clinical Genetics. Examples of the type of clinical populations seen include those with demyelinating disorders, movement disorders, cortical and subcortical dementias, toxic conditions, epilepsy, hypoxia, hydrocephalus, cerebrovascular disease and traumatic brain injury. The service provides both outpatient and inpatient services to the general medical and psychiatric hospitals within the catchment area. | | | |
| 1. **MAIN DUTIES/RESPONSIBILITIES**  * To provide a highly specialised clinical neuropsychology assessment service to patients with acquired damage to the brain. This involves the appropriate selection, administration, and interpretation of highly complex and sophisticated neuropsychological assessment measures, employed in order to address a wide variety of referral questions. Examples may include providing data to assist with complex differential diagnosis, determining localisation of function or dysfunction, assessment and monitoring of disease progression, assessment and monitoring of treatment effects, assessment of mental capacity, and elucidation of strengths and weaknesses for purposes of treatment planning. * To provide a highly specialised clinical neuropsychology intervention service to patients with acquired damage to the brain. This involves the appropriate selection, adaptation and administration of a range of therapeutic interventions, employed in order to address a wide variety of cognitive, behavioural and emotional presentations. * To give expert advice and consultancy on the cognitive, emotional and behavioural functioning of the patient population referred to this specialty, in order to assist interventions by other parties involved in the patient’s care, such as referring agents, medical and social services, employers and relatives/carers, in order to help them understand the complex needs of the patient. * To maintain an accurate record of clinical work.      * To initiate, organise and undertake research work. * To manage research budgets as required when acting as lead researcher on specific funded projects. * Responsibility to ensure the training and supervision of D.Clin.Psych. Doctoral trainees and D.Clin.Psych. Doctoral graduates, in clinical and research matters within the speciality. * To contribute towards the further development of the neuropsychology service. * To ensure that any difficulties are brought to the attention of the Lead Clinician for this speciality. | | | |
| 1. **COMMUNICATIONS AND RELATIONSHIPS**  * Responsible for the production of timely and informative written neuropsychological reports for referral agents and other health care colleagues involved in the patients care. Neuropsychological reports involve the integration and interpretation of highly complex information, derived from a range of sophisticated neuropsychological assessment measures, and also from additional neurological, neuroradiological and neurophysiological evidence. Such reports are required to provide a written history of the complaint, the clinical findings on examination, a clinical formulation and a recommended course of action. * Responsible for the communication of highly complex information to both patients and family members in an accessible and easy to understand fashion. This may contain very unwelcome and upsetting information. * Providing highly complex and sensitive information where there are significant barriers to acceptance, which need to be overcome using the highest level of interpersonal and communication skills. * It is necessary to work with patients who may be very cognitively impaired and not able to easily understand the rationale for complying with treatment due to brain damage, dementia etc. * It is necessary to be able to work with all levels of disability from vegetative state to loss of sight, hearing, physical limitations and all levels of cognitive impairment. * Many of the patients seen have considerable barriers to communication due to their medical condition, psychological stress, cultural and language factors or a combination of the above. * To cope sensitively and appropriately with the potentially difficult job of comforting hurt, distressed or distraught patients. * To communicate with aggressive, violent or confused patients in such a way as to de-escalate the situation where at all possible. * To develop and maintain good relationships with voluntary, carer and community organisations relevant to the population group. * To have excellent interviewing skills. * To ensure that Scottish Government and NHS Tayside standards of confidentiality are observed in the communication and storage of information. * To ensure that the requirements for informed consent are observed when communicating about a patient with a third party. | | | |
| 1. **KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE**   **JOB**   * The post holder requires to have a Doctorate in Clinical Psychology or an equivalent qualification recognised by the British Psychological Society. * To be eligible for Chartered status with the British Psychological Society. * To be registered with the Health Care Professions Council. * To be a member of the British Psychological Society’s (BPS) Specialist Register of Clinical Neuropsychologists, or to be able to demonstrate knowledge and experience of working with patients who have acquired a brain injury, illness or required neurosurgery. * Have knowledge of neuroanatomy, neurophysiology, neurology and neuroradiology, in relation to neuropsychology, in order to interpret clinical presentations. * Have knowledge and experience of the administration and interpretation of a wide range of neuropsychological assessment measures used, for example, for the purpose of differential diagnosis. * Maintain up to date knowledge of the speciality by additional reading, study and CPD, including attending short courses and training events. * Knowledge of research principles in clinical analysis. * Knowledge of statistics, in particular those with respect to social science research. * Knowledge of critical appraisal analysis. * IT skills to support word processing, PowerPoint presentations, and administering highly complex neuropsychological assessments on PC. * An awareness of current legislation relevant to the specialty. * Have knowledge of national and professional guidelines for optimal standards of clinical care. * Have knowledge of the Health Board and Department’s policies and procedures such as moving and handling, management of aggression and violence, lone working guidelines, infection control etc. * Be able to cope professionally with severely challenging, offensive and confrontational behaviours which are a manifestation of illness. | | | |
| * Meet the needs of a range of patients with very complex neuropsychiatric presentations and who often also have complex social needs. * Work innovatively with people who have suffered cognitive, emotional and physical losses as a result of their illness and who also have reduced personal resources as a result of their damage. * Engage in sensitive liaison with families who are often themselves under considerable stress and have complex needs. | | | |
| 1. **SYSTEMS AND EQUIPMENT**  * To maintain a high level of proficiency in the use of, and interpretation of, very highly complex and sophisticated neuropsychological assessment measures, required in the formal assessment of cognitive functioning, as well as psychological assessment measures, required in the assessment of emotion and behaviour.      * To incorporate developments in both applying and interpreting such neuropsychological measures, as they are introduced to clinical practice. * To have a working knowledge of computer-based technology including word processing, email, internet, PowerPoint, spreadsheets and document scanning. * Conform to the Health Board systems of information management for patient records, activity data, and mileage and expenses information.   **Responsibility for Records Management**  All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment. | | | |
| 1. **PHYSICAL DEMANDS OF THE JOB**  Manual Dexterity  * Neuropsychological assessments (carried out on an average of 6 occasions per week) involve a high degree of physical manipulation of test materials, as well as multi-tasking observational skills and concurrent intellectual analysis under pressure of time. Many test parts are small and involve high levels of dexterity.  Physical Effort  * As many patients are physically disabled it is often necessary (monthly) to move patients in wheelchairs, in line with NHS Tayside’s policy on manual handling. * Many patients suffer from physical health problems, such as epilepsy. The NHS Tayside Policy on dealing with a medical emergency must be followed, where necessary. * It is occasionally necessary to travel to other sites to see patients for assessment, requiring the transport of bulky assessment materials. * Neuropsychological assessments are carried out several times per week (average of 6 occasions) and require the post holder to sit in a restricted position for long periods (1.5 to 2.5 hours). * It is frequently necessary to work at a difficult angle to carry out assessments (e.g. if assessing a patient at bedside on a ward).  Mental Effort  * The post-holder is required to be able to maintain intense concentration for lengthy periods (1.5-2.5 hours), several times per week (average of 6 occasions) when carrying out highly specialised neuropsychological assessment of brain function. These sessions cannot be interrupted without jeopardising the results. * Being able to multi task is crucial in every neuropsychological assessment e.g. carefully observing patient strategy on a test while writing notes at the same time as timing the testing. There is no room for error in these assessments as they cannot be repeated due to practice effects and so there is always pressure on the psychologist. * It is also crucial that the post-holder is able to make appropriate adjustments to the neuropsychological assessment mid-session, in response to the particular clinical presentation of each individual patient. * The post-holder is required to carry out the statistical analysis of highly complex neuropsychological assessment results and interpret these in terms of disease process (average of 6 occasions per week). * The post-holder must be vigilant at all times to any behavioural change in the patient which might indicate frustration, irritability or aggression, and take steps to de-escalate the situation, as aggression following brain injury comes with very little warning. | | | |
| Emotional Effort  * Frequent direct exposure to patients and their families, many of whom have degenerative or terminal conditions and are often in a distressed and emotional state as a result of their circumstances. * Frequent direct exposure to emotionally charged discussions with patients and their families involving often unwelcome and upsetting information regarding their diagnosis/condition. * The post-holder is required to deal with the distress that results from the patient’s perception of their inability to carry out some of the neuropsychological assessment measures given. Relatives are also often distressed and require information and support.  Working Conditions  * Increased irritability is a common feature of acquired brain injury and so verbal aggression is common in this population. Physical aggression can also occur and requires the psychologist to be vigilant as they will usually be alone with the patient during assessment. It is necessary to comply with NHS Tayside Policy and Procedures on Violence and Aggression and Lone Working Guidelines. | | | |
| 1. **DECISIONS AND JUDGEMENTS**  * Be accountable for own professional actions. * To work as an independent practitioner with responsibility for the provision of highly complex neuropsychological assessment, intervention, and consultation regarding patients referred with a diverse range of disorders. * Be capable of making clinical judgments which involve highly complex information from multiple sources, which require analysis, interpretation and comparison of a range of possible options, and require to be carried out on a case by case basis. * To select the appropriate neuropsychological assessment measures for the assessment of any given clinical presentation, and after statistical analysis of the results, to interpret these in terms of possible underlying pathology. * Be capable of weighing conflicting components pertaining to a complex problem or situation, forming judgements where information is incomplete or unavailable, and in situations where expert opinion may be divided. * Be capable of selecting an appropriate treatment or intervention to fit a particular clinical presentation. * Be capable of monitoring a situation or intervention by some formal means of evaluation, and be able to modify the plan, treatment or intervention to obtain a better outcome. * Be capable of monitoring training and supervision and varying these to suit the learning requirements of a Trainee Clinical Psychologist. * Be capable of acting within the terms of reference of legislation pertaining to mental health and capacity to protect the rights and health of individuals and the community (e.g. Mental Health (Care and Treatment) (Scotland) Act 2003; Mental Health (Scotland) Act 2015, Adults with Incapacity (Scotland) Act 2000). * Identifying future demands reflecting technological innovation, novel treatments or demographic shifts in the population structure and to address these in strategic planning. | | | |
| 1. **MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**  * Coping with the diversity of the patient group and the complexity of their problems/illness.      * Dealing with the stress which results from working with patients who have degenerative or terminal illnesses. * Dealing with the stress which results from working with distressed family members. * Maintaining an up to date knowledge base relating to a wide range of psychological/neurological/neuropsychiatric conditions as well as the ever changing field of neuropsychological assessment. * Balancing clinical and research demands of the work. | | | |
| **Appendix 1** ORGANISATIONAL POSITION – PSYCHOLOGICAL THERAPIES **DIRECTOR OF PSYCHOLOGY**    **LEAD CONSULTANT CLINICAL NEUROPSYCHOLOGIST**    **CLINICAL**  **PSYCHOLOGIST**  *(THIS POST)*  Operational Line Management  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| 1. **JOB DESCRIPTION AGREEMENT**   A separate job description will need to be signed off by each postholder to whom the job description applies. | | | |
| **Job Holder’s Signature:** | | | **Date:** |
| **Head of Department’s Signature:** | | | **Date:** |