

**AGENDA FOR CHANGE  
NHS JOB EVALUATION SCHEME**



**JOB DESCRIPTION**

**1. JOB IDENTIFICATION**

<b>Job Title:</b>	Advanced Practitioner (Personality Disorder)
<b>Reports to:</b>	Team Lead
<b>Department, Ward or Section:</b>	Psychotherapy Services (Personality Disorder Service)
<b>Operational Unit/Corporate Department:</b>	Inner Moray Firth Operational Unit, South & Mid
<b>Job Reference:</b>	<b>SMOUMENTNEWCPDS02</b>
<b>No of Postholders:</b>	2
<b>Date:</b>	<b>January 2017</b>

**2. JOB PURPOSE**

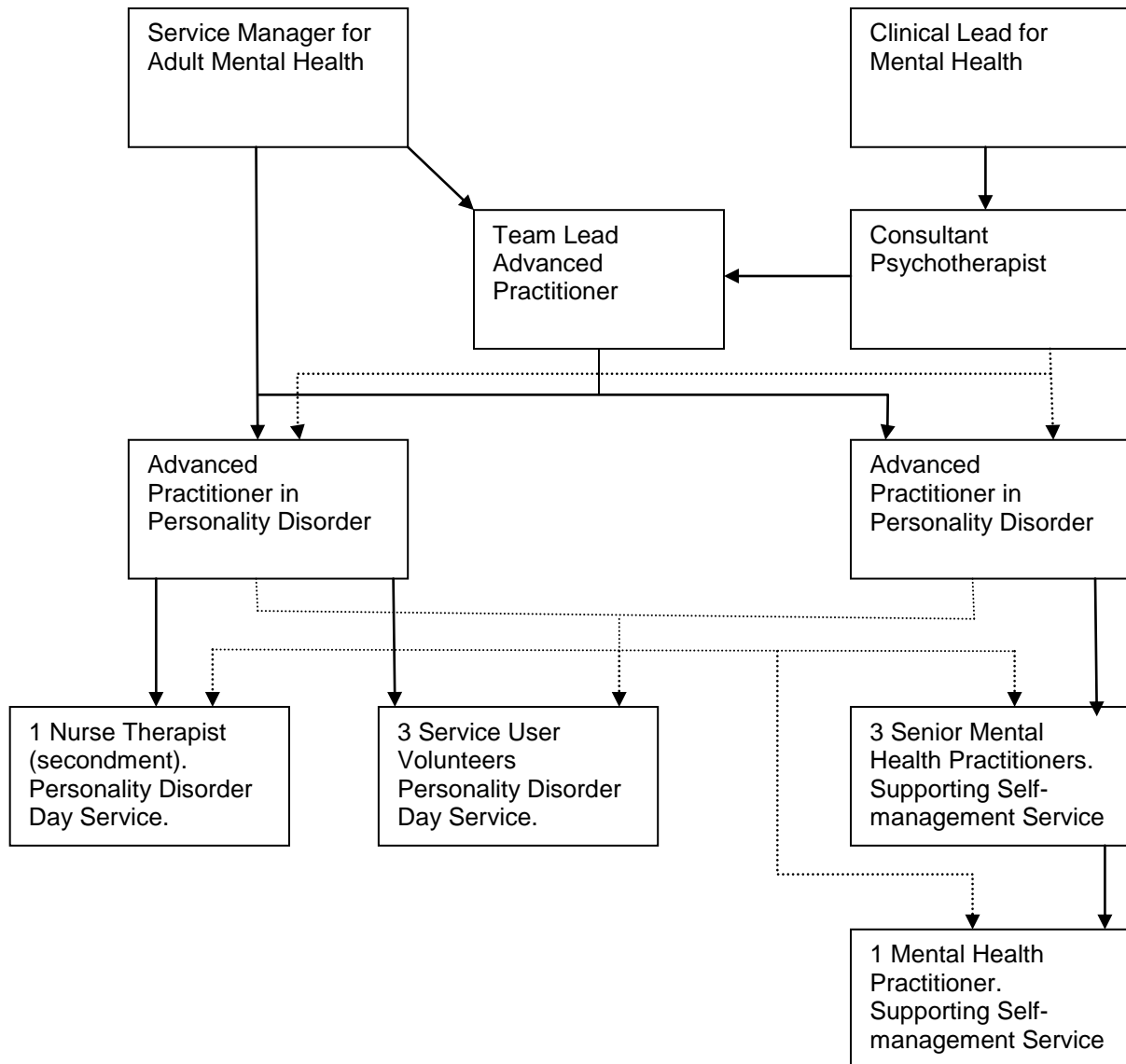
To work as an Advanced Practitioner in Personality Disorder with the NHS Highland Personality Disorder Service (PDS). The postholder will provide detailed assessments and collaboratively develop formulations and treatment plans for individuals with highly complex and severe mental health conditions. In addition, the postholder will develop and deliver a variety of complex and highly complex psychosocial interventions in a variety of settings and provide education, supervision and consultation to other staff who are working with people with personality disorder.

**3. DIMENSIONS**

- a) The specialist PDS is a multi-professional team which forms part of the Psychotherapy Department and accepts referrals from secondary care mental health services. All patients referred to the service will have highly complex and severe mental health conditions which are proving challenging to manage in secondary care mental health services.
- b) The PDS works closely with the other Psychotherapy Department services, namely Eating Disorder Service and Supporting Self-Management Service.
- c) Currently, the service comprises: 1.0 WTE Consultant Psychiatrist and Psychotherapist, 0.6 WTE Advanced Practitioner in Personality Disorder, 0.4 WTE Advanced Practitioner in Personality Disorder, 8 x 0.1 WTE DBT (Dialectical Behaviour Therapy) therapists, 0.2 WTE Nurse Therapist (secondment to the Coping and Succeeding/CAS Day Service), 3 Service User Volunteers (CAS Day Service), plus trainees and students.
- d) The direct clinical service (DBT and CAS) is delivered primarily in Greenfields House and Rowans, New Craigs.

- e) Travel will be necessary to deliver training, consultation and supervision in various venues across Highland.
- f) The postholder will have a caseload of patients for assessment, together with a caseload of individual DBT patients and a larger number of patients to whom group interventions are delivered.

#### 4. ORGANISATIONAL POSITION



## **5. ROLE OF SERVICE**

### **NHS Highland Personality Disorder Service provides the following:**

- a) A specialist multidisciplinary service for patients with personality disorder and related disorders across Highland HSCP who display features of particular complexity, severity or lack of treatment response. Referrals are accepted from secondary care mental health services.
- b) Assessment, collaborative formulation and treatment planning for patients with personality disorder and related disorders who display features of high complexity, severity or lack of treatment response.
- c) Provision of psychosocial interventions including specific psychological therapies interventions for people with personality disorder and related disorders who display features of high complexity, severity or demonstrate lack of treatment response.
- d) Support for the provision of psychosocial interventions including specific psychological therapies interventions for people with personality disorder and other difficulties of emotion regulation and self management in other settings. This includes consultation and supervision.
- e) An education and awareness programme for health, social care, other public service and third sector partners relating to personality disorder and other difficulties of emotion regulation and self management.
- f) Support for meaningful service user involvement in the development and delivery of the various functions of the PDS.

## **6. MAIN TASKS DUTIES AND RESPONSIBILITIES**

### **CLINICAL**

- a) To manage referrals, deciding appropriateness and urgency. This will include liaising with referral sources and gathering information from other sources as necessary.
- b) To assist in prioritising referrals on the waiting list within multidisciplinary team discussion of referrals.
- c) To undertake structured multimodal assessments, gathering information from a variety of sources and using this information to develop formulations of complex and severe psychological difficulties in collaboration with patients.
- d) To present assessments and formulations to the PDS multidisciplinary team and develop treatment recommendations based upon formulations. This will require clinical judgements based upon complex information drawn from a variety of sources and which require detailed analysis and synthesis to allow a range of treatment options to be considered and specialist treatment recommendations regarding care packages made.
- e) To keep accurate records of all clinical activity including case note entries and diligently utilise

appropriate information collection systems.

- f) To appropriately, effectively and timeously communicate the results of the assessment, formulation and treatment planning process to the relevant parties.
- g) To liaise as necessary with the wider care and treatment team and to remain available to consult relevant parties about the assessment, formulation and treatment recommendations as necessary. This may include attending Care Programme Approach meetings.
- h) To plan, prepare, deliver and evaluate specialist care using Dialectical Behaviour Therapy (DBT) and other highly complex psychosocial interventions to a caseload of individual patients who will frequently display extremely challenging behaviour, and to maintain the necessary skills to carry out these tasks.
- i) To plan, prepare, deliver and evaluate specialist care using DBT and other highly complex psychosocial interventions in group settings to patients who will frequently display extremely challenging behaviour, and to maintain the necessary skills to carry out these tasks.
- j) To undertake risk assessments as necessary and respond appropriately.
- k) To regularly participate in clinical supervision and to seek supervision or consultation whenever appropriate.
- l) To provide consultation and supervision to other teams and services regarding personality disorders, other difficulties of emotion regulation and self-management, and their care and treatment.
- m) To support meaningful service user involvement in the development and delivery of the various functions of the PDS.
- n) To carry out administrative duties with secretarial support to ensure the efficient running of the service e.g. managing the waiting list, arranging appointments, preparing patient information sheets, authorising patient expenses.
- o) To consistently follow the treatment approach of the PDS including the NHS Highland Integrated Care Pathway for Personality Disorder and any other relevant local or national clinical guidance.
- p) To keep abreast of developments within the field of personality disorder, other mental disorders and health and social policy, and to help incorporate such developments into local services. As personality disorder is a developing field there are currently no formal academic qualifications relating to the subject nationally. Ongoing learning will therefore involve attending conferences, workshops and trainings, as well as self-directed study.
- q) To influence local and national service development as appropriate including participation in local and national working groups relating to psychological therapies, personality disorder and other difficulties of emotion regulation and self-management.
- r) To remain flexible in responding to the needs and responsibilities of the PDS.
- s) To make full use of technology to support clinical responsibilities.
- t) To remain familiar and compliant with all the agreed policies and procedures within NHS Highland.

- u) The postholder will adhere to the treatment approach of the PDS, including the NHS Highland Integrated Care Pathway for Personality Disorder.
- v) The postholder will utilise specified information collection systems and actively participate in ongoing audit, research and service evaluation.
- w) The postholder will assist with the further development of services for people with personality disorders and other difficulties of emotion regulation and self-management, including supporting service user involvement in the development and delivery of services where possible.
- x) The postholder will fulfil leadership and management roles within Psychotherapy Services. This will include line management of nurse therapists and service user volunteers working in the CAS Day Service, and Senior Mental Health Practitioners and Mental Health Practitioners working in the Supporting Self-management Service. This will include recruitment and retention, discipline and grievance, work allocation, performance management and personal development. In addition, the postholder will require to provide clinical leadership to other staff in the service including providing support to new team members, students and trainees.

### **EDUCATIONAL**

- a) To manage the PDS education, awareness and training programme, including managing requests for education and training. This will include implementing effective and efficient methods of identifying and meeting training needs in health, social care, other public service, third sector and other relevant settings.
- b) To plan, prepare, deliver and evaluate education and training relating to personality disorder and other difficulties of emotion regulation and self-management, and the care and treatment of these conditions. This will include establishing and maintaining educational networks where appropriate.
- c) To provide learning opportunities for healthcare students
- d) To provide education and support for families and carers as appropriate.
- e) To make full use of technology to support educational and training roles.

### **RESEARCH**

- a) To utilise specified information collection systems and actively participate in ongoing audit, research and service evaluation as a core strand of the post.

### **CONTINUING PROFESSIONAL DEVELOPMENT**

- a) To identify personal education, training and support needs via the Personal Development Planning and Review process.
- b) To commit to regular individual and peer group supervision.

## **7a. EQUIPMENT AND MACHINERY**

The postholder will be required to use appropriate technology whenever this is required to effectively undertake the functions of the service including education, communication, information gathering and information management. The range of technology will include: computers and associated equipment; video and audio recording equipment; video-conferencing equipment; fax; telephone; and photocopier.

## **7b. SYSTEMS**

The postholder will be required to:

- a) Use information collection systems including databases.
- b) Maintain patients' records in accordance with appropriate professional body guidelines and NHS Highland standards.
- c) Provide communication including by telephone, email and letter to referrers and other relevant teams and individuals as appropriate.
- d) Participate in audit and service evaluation.
- e) Produce, interpret and act upon relevant statistics and trends in activity.

## **8. ASSIGNMENT AND REVIEW OF WORK**

- a) The majority of time is spent in clinical work with a varying degree of individual treatment, group treatment and assessment work according to the needs of the service.
- b) The postholder will engage in regular clinical supervision.
- c) The postholder will also be expected to participate in: continuing professional development; education and training; supervision and consultation; audit, research and service evaluation; and service development, according to the needs of the service.
- d) Annual appraisal/job reviews will be with the appropriate professional lead.
- e) The postholder will make autonomous decisions or team decisions as appropriate in prioritising patient care, managing own case-load and deciding when patients are ready for discharge.
- f) The postholder will participate in regular multidisciplinary PDS meetings.

## **9. DECISIONS AND JUDGEMENTS**

The postholder will be expected:

- a) To have a high level of autonomy and discretion.
- b) To assess appropriateness of referrals independently and in discussion with the team.

- c) To liaise directly with other teams and individuals to discuss referrals, assessments or treatment issues and to gather information.
- d) To provide assessments for people referred to the PDS, including production of collaboratively developed formulations and treatment plans.
- e) To work with patients with personality disorder who may present with complex psychiatric and /or physical co-morbidity requiring highly specialist assessment and treatment. A high level of discretion and responsibility is required to deal with very complex, often high risk, patients on a daily basis.
- f) To make autonomous decisions, analysing and synthesising unique sets of information using their own knowledge, skills and experience, and seeking consultation when necessary.
- g) To communicate directly with all members of each patient's wider care and treatment team when necessary.
- h) To identify high risk and act appropriately to the level of risk.
- i) To participate in annual appraisal/job reviews with the appropriate professional lead.

## **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**

The postholder will be expected:

- a) To communicate highly complex information with patients with complex and severe personality disorder in a variety of settings, using a variety of treatment approaches who frequently present with extremely challenging behaviour.
- b) To recognise and manage the challenges of working with this patient group including intense emotional responses in staff, patients and families, and to maintain a reflective stance in situations involving intense emotions.
- c) To work with a particularly stigmatised patient group.
- d) To work with patients who often present with significant and complex psychiatric and physical co-morbidity.
- e) To work with patients who voice suicidal ideas, engage in suicidal and other risky behaviours, and to make judgements and independent decisions regarding appropriate risk management.
- f) To support patients to manage their distress, which can be intense.
- g) To work with patients who frequently have very distressing histories of trauma, abuse and loss.
- h) To carry a high level of responsibility and engage in autonomous and team decision making.

## 11. COMMUNICATIONS AND RELATIONSHIPS

The postholder will be expected:

- a) To deliver highly complex psychotherapy to patients with highly complex and severe mental health conditions, often in the context of extremely challenging behaviour including hostility, verbal aggression and suicidal and self-injurious behaviour.
- b) In the absence of the formal development to date of academic qualifications relating to DBT nationally, to have successfully completed the “British Isles DBT” Intensive DBT Training Course or equivalent and to have practiced DBT for at least 5 years with patients with severe and complex personality disorder.
- c) To have successfully completed recognised training in an evidence-based psychotherapy for trauma related conditions and have experience of using these interventions as part of an overall care package for patients who have experienced severe and highly complex trauma.
- d) To demonstrate advanced interpersonal skills including management of interpersonal situations involving extremely high levels of distress.
- e) To reflect upon their own behaviour and the behaviour of others in a non-judgemental way, both informally and in formal clinical supervision settings.
- f) To receive and share highly complex clinical information, often in highly emotive and challenging environments.
- g) To demonstrate a high level of emotional resilience.
- h) To maintain awareness and management of therapeutic and interpersonal boundaries.
- i) To respond to challenging, often frustrating, behaviour in a non-judgemental manner.
- j) To work with service users outwith the usual clinical relationship setting, e.g. in co-produced or co-delivered activities such as the PDS Steering Group or co-delivered training.
- k) To work effectively and maintain effective relationship with other members of the PDS.
- l) To work effectively and maintain effective relationships with other teams and individuals.
- m) To work effectively and maintain effective relationships with patients (and families where appropriate), many of whom will have significant interpersonal difficulties.
- n) To communicate effectively in a variety of individual and group clinical settings.
- o) To communicate effectively in a variety of educational and training settings.

## **12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB**

### **PHYSICAL SKILLS**

The postholder will be expected:

- a) To have advanced listening skills.
- b) To have training in moving and handling.
- c) To have training in managing violence and aggression.
- d) To have training in basic life support.
- e) To possess fine motor skills and manual dexterity commensurate with effective use of the technology listed above.

### **PHYSICAL EFFORT**

The postholder will be expected:

- a) To possess significant physical stamina.
- b) To sit for long periods during psychotherapy sessions.
- c) To stand for long periods during group work and educational sessions.

### **MENTAL**

The postholder will be expected:

- a) To frequently concentrate intensely for long periods during psychotherapy and in other situations.
- b) To work flexibly in an unpredictable environment.
- c) To think creatively regarding the further development of the service and to identify opportunities for further development.
- d) To cope effectively with rapid changes to the service.
- e) To be constantly aware of risk, and to make risk assessments as necessary.
- f) To be able to manage a variety of roles and to shift quickly and effectively between them.
- g) To manage time effectively.

### **EMOTIONAL**

The postholder will be expected:

- a) To demonstrate a high level of emotional resilience and advanced skills of emotion regulation as many of the situations encountered from day to day will involve highly emotionally distressing components including disturbing accounts of extremely traumatic experiences and intense emotional responses and severely challenging behaviour from patients and others.
- b) To possess a high capacity to tolerate frustration as patients with personality disorder often recover slowly and are prone to relapse.
- c) To remain aware of the importance of a supportive team and work environment and to work hard to promote such an environment.

- d) To be aware of the importance of self-care when dealing with intense emotional distress on a regular basis.

### **ENVIRONMENTAL**

The postholder will be expected:

- a) To work in a variety of environments and travel between them as necessary.
- b) To work in individual and group environments.
- c) To work in outpatient settings where they may be the only member of clinical staff.
- d) To recognise and manage the potential for verbal and physical aggression or hostility and self-injurious or suicidal behaviour.

### **13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**

The postholder will be expected:

- a) To hold a recognised core mental health professional qualification and to remain in good standing for CPD.
- b) To maintain knowledge of the appropriate professional body code of conduct and adherence to it.
- c) To have at least five years of acute and outpatient experience of treating patients with complex and severe psychological problems.
- d) To maintain knowledge and understanding of mental health legislation.
- e) To have successfully completed intensive DBT training and maintain the relevant skills and knowledge.
- f) The postholder requires to maintain a broad knowledge of current thinking, guidance and policies around personality disorder, other psychiatric conditions and their treatments.
- g) To contribute to the educational programme of the PDS.
- h) To undertake training as necessary according to the needs and responsibilities of the service.
- i) To maintain knowledge of and ability to interpret all relevant NHS Highland policies and procedures e.g. PIN Guidelines Joint Future, Care without Barriers, Agenda for Change.
- j) To have experience of developing and delivering educational and training packages in a variety of settings.

## 14. JOB DESCRIPTION AGREEMENT

I agree that the above Job Description is an accurate reflection of my duties and responsibilities at the date of signing.

Job Holder's Signature:

Date:

Manager's Signature:

Date: