

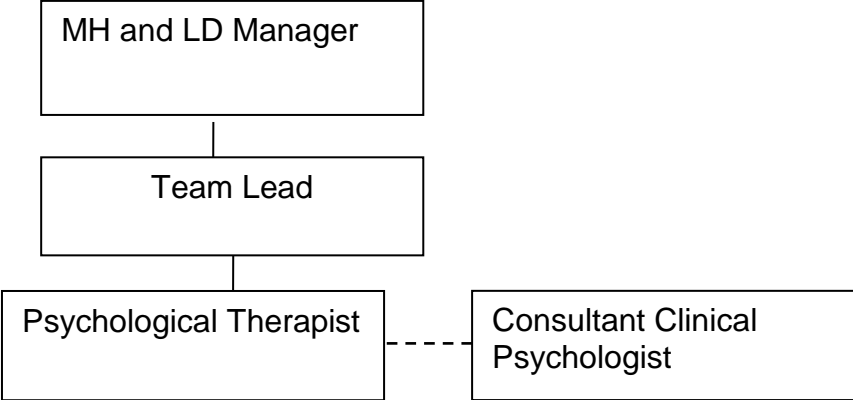
**NHS Grampian**

**Job Description**

**SECTION 1**

<b>JOB IDENTIFICATION</b>	<b>Must be completed</b>
<b>Job Title:</b>	Psychological Therapist/CBT Therapist
<b>Department(s):</b>	Mental Health and Learning Disabilities Service
<b>Location:</b>	Primary Care, Aberdeenshire
<b>Hours:</b>	37.5 hours per week
<b>Salary:</b>	Band 6 (£33,072 – 40,736) per annum, pro rata
<b>Contract:</b>	Permanent

**SECTION 2**

	<p><b>Job Purpose statement</b></p> <p>To provide evidence-based, specialist psychological therapy to clients with a broad range of mental health problems. This will involve both individual and group based interventions.</p> <p>To manage own caseload within specialty area under supervision, using specialist techniques and maintain clinical related records.</p> <p>To work with clinical psychology colleagues and other mental health professionals to improve access to psychological therapy services.</p> <p>To contribute to service delivery and to participate in service evaluation and research within the area as directed.</p>
	<p><b>Organisational Chart</b></p>  <pre> graph TD     A[MH and LD Manager] --- B[Team Lead]     B --- C[Psychological Therapist]     C -.- D[Consultant Clinical Psychologist]     </pre>

<p><b>1</b></p>	<p><b>Communication and relationship skills</b></p> <p><b><i>Profile statement: Provide and receive complex, sensitive or contentious information; barriers to understanding; hostile, antagonistic or highly emotive atmosphere; level 5c</i></b></p> <p>Communicate effectively, clearly, professionally and empathetically with clients, their relatives and carers</p> <p>Be experienced and skilled in developing a therapeutic alliance with clients, relatives and carers in situations which might be hostile or highly emotive, whilst maintaining a professional and ethical standing.</p> <p>Communicating effectively where there are barriers to understanding, e.g. due to cultural differences or disability.</p> <p>Communicate sensitive and complex ideas within therapy (e.g. assessment and formulation developed from a range of information) whilst paying attention to the changing needs of the patient.</p>
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	<p>Communicate confidential and personal information concerning ability level and psychological needs, obtained through assessments and interventions, to referring agents and to the client themselves</p> <p>Participate in regular supervisory meetings with designated supervisors.</p> <p>Communicate effectively, promptly, clearly and sensitively with referral agents and colleagues in compliance with the team's quality standards</p> <p>Develop effective relationships within professional group and in a multi-professional setting and maintaining team relationships. Effective networking with colleagues and professionals.</p> <p>Ensure that contemporary standards of confidentiality are observed in the communication and storage of clinical information.</p> <p>Ensure that requirements for informed consent are observed when communicating about a patient with a third party or when soliciting their participation in research.</p> <p>Develop and maintain good relationships within voluntary and carer organisations as appropriate.</p>
2	<p><b>Knowledge, training and experience</b></p> <p><b><i>Profile Statement: Specialist knowledge across range of procedures underpinned by theory; level 6</i></b></p> <p>The post holder must have:</p> <p>An honours degree in psychology (eligible for GBR) and a post-graduate diploma in specialist Psychological Therapy.</p> <p>Accreditation with, or working towards accreditation with, an appropriate professional, national body such as BABCP, BACP, UKCP, BPS</p> <p>Relevant supervised clinical experience</p> <p>Knowledge of relevant national and professional policies and guidelines for optimal standards of clinical care.</p> <p>Awareness of the limits of one's competence and expertise and work within those boundaries.</p> <p>Ability to work in a sensitive manner with respect for diversity in gender, ethnic, culture and philosophical issues with a wide range of individuals.</p> <p>Commitment to ongoing Continuing Professional Development</p> <p>Willingness to attend in-house and external courses pertaining to computer training, moving and handling, management of aggression and violence, lone worker guidelines etc.</p>

<p><b>3</b></p>	<p><b>Analytical and judgemental skills</b></p> <p><b><i>Profile Statement: Complex facts or situations requiring analysis, interpretation, comparison of a range of options; level 4</i></b></p> <p>Provide a range of assessment measures and procedures that are compatible with complex client presenting problems within tiered services.</p> <p>Be able to assess the pre-disposing and precipitating factors that give rise to client presenting problems.</p> <p>On the basis of information collated during assessment, to be able to provide a formulation for presenting problems that describes their aetiology, maintenance and appropriate methods of intervention.</p> <p>Be required to evaluate their own clinical practice whilst working with individuals or groups and to participate in regular supervision with designated clinical supervisor.</p> <p>Be capable of making judgements about the needs of individuals, the identification of potential risks, and the possible requirement for more specialist assessment and treatment</p> <p>Monitor one's own effectiveness with each client and/or the presenting problem, to determine whether consultation or supervision from a senior team member is required</p> <p>Ensure referral to a more experienced professional is promptly made when case complexity falls out with range of competency.</p> <p>Be capable of monitoring a situation or intervention by some formal means of evaluation, be able to modify the plan, treatment or intervention to obtain a better outcome.</p> <p>Be capable of balancing the welfare rights of the individual against the duty of care to the wider community where the behaviour of a client is likely to pose a significant risk to themselves and others</p>
<p><b>4</b></p>	<p><b>Planning and organisational skills</b></p> <p><b><i>Profile statement: Plan and organise straightforward activities, some ongoing; level 2</i></b></p> <p>Plan and balance the demands of clinical work, administrative duties, supervision, attendance at meetings, and CPD</p> <p>Manage own patient caseload with appropriate liaison with area managers and clinical supervisor</p> <p>Assist in the planning and organising of training sessions when required</p>

5	<p><b>Physical Skills</b></p> <p><b><i>Profile statement: Physical skills obtained through practice; level 2</i></b></p> <p>Keyboard skills; ability to operate computer/ laptop/ PowerPoint Projector for database, research, e-mail, Internet, presentations.</p> <p>Ability to operate audio-visual recording equipment for use in assessment and specialist treatment programmes.</p> <p>Expected to have knowledge of manual handling.</p> <p>Driving license for potential clinical travel.</p>
6	<p><b>Responsibilities for patient/client care</b></p> <p><b><i>Profile statement: Develop programmes of care/ care packages; level 5</i></b></p> <p>Carry a caseload of patients within the designated service.</p> <p>Provide assessment and develop and implement treatment programmes for common mental health problems.</p> <p>Assessment measures and procedures must be compatible with patient's presenting problems and will include established psychometric measures, systematic observation and measurement of emotional state, cognitions and behaviour in a variety of settings.</p> <p>Assessments will usually be undertaken on an individual, one-to-one basis with clients, but may include family or carers.</p> <p>Consult with an appropriate clinical supervisor prior to commencement of intervention where issues are more multifaceted.</p> <p>Provide a range of individual and group interventions that are evidence based and are clearly conceptualised within the formulation network.</p> <p>Provide evaluation of the effectiveness of therapeutic interventions in relation to changes in affect, cognitions or behaviour.</p> <p>Develop and maintain flexible methods of working to meet waiting list targets.</p>
7	<p><b>Responsibilities for policy and service development implementation</b></p> <p><b><i>Profile statement: Follows policies in own role; level 1</i></b></p> <p>Ensure that own work complies with professional standards, Scottish Benchmark Statements, and the policies of NHS Grampian and Integrated Joint Boards.</p> <p>Contribute to service development via innovative clinical practice and participation in the multi-disciplinary environment (bringing new ideas forward).</p>

	Participate in the clinical governance activity of the service.
<b>8</b>	<p><b>Responsibilities for financial and physical resources</b></p> <p><i>Profile statement: Personal duty of care; level 1</i></p> <p>Observe personal duty of care in relation to equipment and resources.</p>
<b>9</b>	<p><b>Responsibilities for Human Resources</b></p> <p><i>Profile statement: Regularly provide training in own discipline; level 2c</i></p> <p>Regularly assist with providing induction and training to trainees and assistants as well as relevant external agencies such as voluntary sector as appropriate.</p>
<b>10</b>	<p><b>Responsibilities for information resources</b></p> <p><i>Profile statement: Records personally generated information; level 1</i></p> <p>Conform to the Department's systems of information management for patient records, activity data, and mileage and expenses information.</p> <p>Maintain a good record keeping system in relation to own caseload and to comply with requirements for reports and returns as part of departmental policy.</p> <p>Be familiar with and abide by confidentiality and information handling and storage guidelines.</p>
<b>11</b>	<p><b>Responsibilities for research and development</b></p> <p><i>Profile statement: Occasionally undertake R&amp;D activity; level 1</i></p> <p>Participate in the service's on-going audit/evaluation processes for clinical effectiveness of interventions and access targets.</p> <p>Complete regular waiting list audits and maintain case load statistics.</p> <p>Occasionally initiate and carry out audit with the agreement and under supervision of the designated Clinical/ Counselling Psychologist.</p>
<b>12</b>	<p><b>Freedom to act</b></p> <p><i>Profile statement: Clearly defined occupational policies, someone available for reference; level 3</i></p> <p>Follow the advice and policies of the NHS/IJB, including knowledge, awareness of, and compliance with legislation and its implications for both clinical practice and professional management in relation to the client group and mental health.</p>

	<p>Participate in regular developmental reviews with the relevant professional advisor and manager or his/her representative, identifying CPD needs, agreeing objectives, identifying training needs and formulating a personal plan.</p> <p>Clinical work is assigned and reviewed by the clinical supervisor on a regular basis. On a day to day basis practitioner's work independently within set guidelines, functioning as case holders referring as necessary to the clinical supervisor.</p> <p>Practice and conduct must conform with relevant codes of professional conduct and fitness for practice requirements.</p>
13	<p><b>Physical effort</b></p> <p><b><i>Profile Statement: Frequent sitting or standing in a restricted position/ occasional moderate effort for several short periods; level 2</i></b></p> <p>Sitting in one position for long periods when seeing patients.</p> <p>Carry bulky test materials to various clinic venues.</p> <p>Travel long distances as required.</p>
14	<p><b>Mental effort</b></p> <p><b><i>Profile Statement: Frequent intense concentration, level 5</i></b></p> <p>Sustain intense concentration for long periods of time during clinical interviews with patients.</p> <p>Multi-tasking: this involves listening, assessment, planning, feedback and working in a demanding situation</p> <p>Time management: balancing the demands of clinical work, administrative duties, supervision, attendance at meetings, and CPD.</p> <p>Workload can be unpredictable e.g. attendance at meetings is often required at short notice and at times, clients or staff may need to be seen urgently.</p>
15	<p><b>Emotional effort</b></p> <p><b><i>Profile Statement: Frequent highly distressing or emotional circumstances, level 4</i></b></p> <p>Often required to deal with clients and families distressed by the effects of significant mental/physical health difficulties.</p> <p>Required to help other professionals, care staff and relatives deal with highly distressing situations (e.g. family breakdown, traumatic life events, major bereavement).</p>

	<p>Required to frequently work with distressing and complex problems within a time-limited framework</p> <p>Risks associated with lone working in clinics e.g. verbal and physical aggression.</p>
<b>16</b>	<p><b>Working conditions</b></p> <p><b><i>Profile Statement: Some exposure to hazard, level 4</i></b></p> <p>Although infrequent, the post holder should expect some exposure to hazards such as verbal and face to face physical aggression.</p>

**To be noted, this is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties which fall within the grade of the job, in discussion with the service manager. This means that the job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.**

NHS GRAMPIAN

PERSON SPECIFICATION

The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. Shortlisted candidates **MUST** possess all the essential components as detailed below.

**POST/GRADE: Psychological Therapist, Band 6**

**LOCATION: Aberdeenshire Health and Social Care Partnership, Primary Care**

ATTRIBUTES	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	Honours Degree & Post-graduate study in Applied Psychology/ Psychological Therapy <b>or</b> nursing qualifications plus Postgraduate Diploma in CBT or equivalent standard of qualification	Further post qualification training relevant to the provision of psychological therapies to adults with mild-moderate mental health problems
<b>Experience</b>	Experience of working psychologically with adults with mild to moderate mental health difficulties.	Specialist knowledge of psychological therapy preferably acquired through relevant NHS experience  Experience of working within primary care teams
<b>Special Aptitude and Abilities</b>	Excellent communication skills – oral, written and non-verbal Caseload & time management skills. Skilled in use of assessment tools. Ability to work and communicate with other members of the primary care team and a wide variety of partner organizations. Ability to undertake research/audit and apply findings to provide evidence based practice. Computer literate. IT skills to a level required to work regularly with Microsoft Office packages and local specialist packages as required.	Excellent organisational skills and an understanding of working with multiple priorities
<b>Disposition</b>	Enthusiasm for psychological therapy and working with the target population Ability to establish a rapport quickly with a diverse range of people Ability to remain calm under pressure	Reflective practitioner.

	Ability to quickly fit into an established team. Flexible approach to working, balancing a variety of clinical and non-clinical demands	
<b>Physical Requirements</b>	Ability to sit in one position for extended periods of time whilst seeing patients Carrying potentially bulky self help/test literature from one site to another Driver, able to travel easily between sites	
<b>Particular Requirements of the Post</b>		
<b>Level of Disclosure Check</b>	PVG	

#### MAJOR RISKS IN DOING THIS JOB

*Please indicate the major risks the job holder could face in doing this job e.g. lifting patients/objects, working with hazardous substances, dealing with violence and aggression. The postholder will be required to work with a patient group who have mental health conditions, behavioural and emotional problems/conditions, developmental issues. Potential for violence and aggression from patients/families.*

***If there are no major risks for the job holder please tick this box***