**Job Description Draft Template**

**PLEASE ENSURE ALL JOB DESCRIPTIONS ARE SUBMITTED AS PER THE FOLLOWING LAYOUT**

**WITH ALL SECTIONS COMPLETED**

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| 1. **JOB IDENTIFICATION** |
| **Job Title: Clinical Trainee in Psychotherapy**  **Responsible to: Community Services Manager**  **Department: Lansdowne Psychotherapy Service**  **Directorate: GG&C Mental Health**  **Operating Division or NHSGG&C: Mental Health Partnership**    **Job Reference number (coded):**    **No of Job Holders: 1** |
| **2. JOB PURPOSE** |
| The post-holder will be a trainee in psychotherapy based within the Lansdowne Psychotherapy Department in North West Glasgow. This is a development role that offers the post holder opportunity to acquire knowledge and skills in psychotherapy.  The initial 2-3 years will be focused on learning and development and on completion of relevant academic work and competency the post holder could beeligible to apply for a band 7 post in psychotherapy. There is a commitment to undertake training to postgraduate diploma level (or equivalent) or beyond and this will be supported with appropriate continued professional development (CPD). A list of potential training pathways is attached in the Appendix.  To achieve the duties above there is a clinical focus. Under supervision the post-holder will be expected to develop skills to undertake specialised psychotherapy assessments and treatment interventions in the psychodynamic and mentalization-based models. They will work individually and in groups with adults experiencing complex difficulties including co-morbid psychiatric disorders, trauma and personality disorders. They will be expected to maintain and develop links between the Psychotherapy Service and the wider mental health system,  The post-holder will work with an allocated case load participating in clinical supervision as appropriate to the models of intervention being offered. They will contribute to the Health Efficiency & Access to Treatment Targets (HEAT) as part of a tertiary-care service within a stepped/matched-care model. |
| **3. ROLE OF DEPARTMENT** |
| Lansdowne Psychotherapy Department is a specialist NHS service which provides outpatient psychodynamic psychotherapy to the adult population of North West Glasgow.  The patient group generally have complex difficulties, either by duration, resistance to treatment or symptom constellation. The treatment model is that of psychodynamic psychotherapy.  In addition to the general psychotherapy service there is a Mentalization Based Therapy Training clinic that provides a small service to people with borderline personality disorder and specialist clinical training and supervision for clinicians.  Careful assessment of a patient’s difficulties form the cornerstone of treatment planning; treatments offered can include individual psychodynamic psychotherapy, group analysis, mentalization based therapy and education programme.  The department also has a wider role within the psychiatric service; offering consultation, support, advice, and training to staff working in inpatient and community services. |

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| **4. ORGANISATIONAL POSITION** |
| **Clinical Trainee in Psychotherapy (B6)**  **Head of Mental Health NW HSCP**  **Service Manager**  **Specialist practitioner in psychodynamic psychotherapy**  **Medical Psychotherapist**  **Profession specific lead/advisor** |
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| 1. **SCOPE AND RANGE** |
| The post-holder will be expected to work as an integrated member of the psychotherapy team to fulfil its key functions:  The post-holder will practice within a legal & ethical framework as defined by:-   * Professional standards of practice and behaviour for nurses and midwives or Health and Care Professions Council Standards of Proficiency or Social Work Professional standards and practice * National mental health related legislation * National and local policy, guidelines and protocols   The post-holders practice in the community setting may involve interfacing with a variety of services typically including:   * Adult/ Older Adult Services * Addictions / Forensic / Child & Adolescent / Liaison Psychiatry * Primary care mental health / Out of Hours Services   Clinical activity (direct and indirect) will account for the majority of the post-holder’s time. Clinical activity /caseload capacity will vary depending upon local service arrangements/ patient care needs and will be monitored through caseload management by the direct line manager.  The post-holder:   * will be responsible to their direct line manager * is required to monitor effective and efficient use of available resources; meeting the essential demands of patient care * Undertake named / clinician responsibilities required of care-coordination as allocated by the team.     Is responsible for ensuring continuous professional development of self and others to meet regulatory requirements and the ongoing needs of the service. |

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| **6. MAIN TASKS, DUTIES AND RESPONSIBILITIES** |
| **Specific areas of responsibility:-**  **Clinical**   * Development of skills in psychodynamic assessment of patients referred to the department under model-specific and clinical supervision * Development of a psychological formulation and the planning of patient treatment. * Provide a range of treatments to patients (depending on qualification/training/needs of the psychotherapy service) under model-specific and clinical supervision, such as:   + Brief & Long-term individual psychodynamic interventions   + Mentalisation-Based Therapy * Psychodynamic/psychoanalytic group-based interventions * Offering advice and support, including psychodynamic formulations, to colleagues on clinical issues   **Education & Training**  The post-holder’s main duties relate to the clinical work and their own CPD. As such, education and training of other staff is not a focus within this job however, given its developmental nature towards Band 7 post, the post-holder will be expected to participate in a range of training experiences alongside more senior departmental staff. Their responsibilities and participation in this will be commensurate with their on-going development of expertise within the therapy models of care outlined in this post.  **Liaison**  Close links between the psychotherapy department and general psychiatry are well established and valued. The post-holder will be expected to maintain and develop these links e.g. through active participation in coordinated clinical care of patients within the MBT programme and participation in reflective practice groups run by the department.  **Management – under the delegation of the Community Services Manager**   * Participate in systems of evaluation of services * Develop presentations & reports in relation to the service, as required   The post-holder will actively participate in departmental review processes as required. They will work collaboratively with the MDT, management and psychology colleagues to promote high-quality care, enhance excellence in clinical practice, maintain knowledge of evidence-based practice, conduct and participate in research, audit and evaluation, and apply findings to practice. They will interface with management to develop and promote a culture of learning among the workforce.  The post-holder will be expected to assist with the further development of the service. He or she will undertake the administrative duties associated with the care of patients.  **Continuing Professional Development**  A commitment to undertaking psychotherapy training to postgraduate diploma level and potentially beyond will be expected and funded. Opportunities to enter the training pathway for Mentalization Based therapy will be given. Clinical caseload and placement requirements from these trainings will be offered through the Psychotherapy Department.  **Clinical Governance**  The post-holder will undertake clinical audit, research and other involvement in clinical governance (e.g. local committees and contribution to serious critical incident reviews), as required by the service/organisation. Furthermore, they will:   * Be responsible for proposing and implementing service policy and procedures for their clinical specialty * Work within the policies & procedures of the clinical governance framework i.e. clinical effectiveness, risk management, research & evaluation. * Maintain continuous professional development and current evidence-based practice.   Contribute to the development and promotion of evidence-based, good practice guidelines within psychological interventions/therapies. |
| **7a. EQUIPMENT AND MACHINERY** |
| The post-holder requires advanced keyboard skills when preparing reports to internal or external agencies, when there is a requirement for immediate responses in short timescales.    Understanding and a willingness to learn and use electronic record-keeping systems is essential. The post-holder must be familiar with the use of data input software and hardware (e.g. Dictaphone, mouse, keyboard), and audio-visual recording and communication equipment for training and supervision purposes.  The following list includes some of the equipment and machinery the post-holder will be required to know how to use:   * Personal Computers * Laptops * Encrypted External Hard Disk Drives * LCD projectors * Video cameras * Microphones * Personal Alarms * Security Alarms * Mobile phones   Furthermore, a working knowledge of the use of the internet, Microsoft Word, PowerPoint, Excel, Outlook and Microsoft Teams. |
| **7b. SYSTEMS** |
| Maintain accurate and confidential client records in compliance with departmental practices and GG&C policies.  Input into computerised patient activity system e.g. EMIS,  Performance Development / Appraisal systems. |
| **8. DECISIONS AND JUDGEMENTS** |
| * Be proficient in making judgements, deciding courses of action in unique situations where information might be incomplete, multi-layered and where opinions of mental health professionals of different backgrounds and trainings may diverge or conflict. * Under supervision, at a level appropriate to training, undertake specialised assessment on the suitability of patients for a range of psychotherapies, organising individualised and appropriate management plans for each patient. * Under supervision, plan and implement specialised packages of psychological treatment for those with highly complex, multi- and trans-diagnostic problems and traumas. * Under supervision, plan and implement appropriate discharge from the service. * Under supervision, make judgements and decisions with regards to differential diagnoses, psychodynamic formulations and treatments involving highly sensitive information; such that requires interpretation and integration with the patients’ formulations and a theoretical understanding of psychodynamic models. * To work autonomously as a clinical trainee in psychotherapy within professional guidelines. * Monitor and evaluate complex situations and interventions by formal means of evaluation, including the use and interpretation of standardised clinical measures, and modify the treatment plan or intervention to improve clinical outcomes. * Autonomously demonstrate a high level of competence in balancing the welfare rights of the individual against the duty of care to the wider community, where the behaviour of a patient is likely to pose significant risk to themselves and/or others. * Capacity to act within the terms of reference of legislative frameworks relevant to mental health to protect the rights and health of individuals and the community (e.g. Mental Health & Capacity Acts). * Be responsible for planning, managing and prioritising own clinical caseload and for the clinical care delivered to patients. * Utilise resources efficiently and effectively. * Manage the response and future input of patients who do not attend planned appointments. * Be aware of own strengths, resources & limitations. * Make judgements and advise management on the appropriate training, supervision and organisational feasibility of recommendations. |
| **9. COMMUNICATIONS AND RELATIONSHIPS** |
| The post holder will use interpersonal and communication skills to:   * Work efficiently and effectively in a multidisciplinary/multi-professional team, promoting awareness, understanding and research-based findings of the different psychotherapeutic paradigms and be able to negotiate potential interdisciplinary conflict in treatment paradigms * Communicate and liaise effectively with other clinicians within the health field on matters pertaining to clinical care, to ensure high standards of assessment and treatment are maintained together with the requirements of clinical governance. * Deliver increasingly specialist skills with patients and carers where there are barriers to engagement in the therapeutic process, e.g. due to severe mental health/personality disorders * Able to develop a sound therapeutic alliance with patients, whilst maintaining a professional and ethical stance. * Manage unforeseen situations where some patients may become aggressive or adopt challenging or oppositional behaviours and implement strategies to allow for ongoing effective collaboration, in spite of substantial barriers. * Work collaboratively with patients, carers and a wide range of relevant professionals in both individual and group settings to establish and maintain sound therapeutic and working relationships, using skills such as empathy, validation, and curiosity. * Develop an understanding of our own and others’ prejudices and how this might affect relationships with patients, carers and other professionals. * Work through interpreters when required. * Adhere to confidentiality in the communication and storage of clinical information. * Liaise as appropriate and co-operate with administrative staff, with regard to the effective administration of the service and its clinical work, and to ensure service procedures and processes are effectively adhered to with the highest standard. |
| **10. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB** |
| **Physical skills/demands.**   * Regular use of electronic equipment * Regular undertaking of duties involving visits to community environments within a geographical remit that requires periods of driving   **Mental demands**   * Regular reading and interpreting clinical data/clinical documents/patient notes with accuracy, whilst working under pressure * Regular requirement to use own initiative with a significant degree of autonomy in exercising clinical decision making for patients with complex healthcare needs * Boundaried time-management in terms of meeting and responding to competing clinical and non-clinical priorities   **Emotional demands**   * Regular management of sensitive personal issues of patients/carers e.g. related to gender, child protection, domestic abuse * Frequent communication with distressed/anxious/worried patients/relatives. * Regular management of challenging behaviours/stress and distress/physically aggressive behaviour |
| **11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB** |
| * Requiring to undertake your own personal therapy as part of a psychodynamic training * Developing understanding and skills in psychodynamic therapy * Ability to be flexible and balance the clinical caseload given the resources available. * Managing conflict arising from therapy or contact with patients and managing self within a close team and in the wider context in the dynamics of the organisation. * Dealing with a complex and demanding care group including patients who have a risk of self-harm and or suicide, patients who have been subjected to childhood neglect, sexual abuse, physical illness and sexual assault, patients who can exhibit challenging, manipulative and or hostile behaviour. * Coping with the continual change experienced by the implementation of new policies and strategies. |
| **12. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB** |
| **Essential**  Applicants must have either:   * Level 1 Registered Nurse in mental health with a currently valid registration with the Nursing and Midwifery Council * Or Allied Health Professional Qualification (e.g. Occupational Therapist, Speech and Language Therapist registered with the Health and Care Professions Council * Or Social Worker registered with the Scottish Social Services Council * Psychotherapy Training (e.g. Psychodynamic Counselling or Creative Therapy modality such as Art or Drama) * They must also have demonstrated interest, knowledge and experience gained through post-registration work and training, |

Person Specification

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| **Knowledge, Training & Experience** | **Essential** | **Desirable** |
| Professional qualification in one of the core mental health professions or therapies e.g.   * Level 1 Registered Nurse in mental health with a currently valid registration with the Nursing and Midwifery Council * Occupational Therapist registered with the Health and Care Professions Council * Social Worker registered with the Scottish Social Services Council and significant post-registration experience * Speech and Language therapist registered with the Health and Care Professional Council * Training and experience in a psychotherapy i.e. Psychodynamic   Counselling or Creative Psychotherapies | √ |  |
| Educated to minimum degree level, or equivalent | √ |  |
| Committed to training to postgraduate diploma level or above in group analytic therapy or psychodynamic therapy | √ |  |
| Specialist knowledge and application of mental health care (including physical healthcare) | √ |  |
| Specialist knowledge and application of risk assessment / factors impacting on mental health / mental illness / wellness and recovery | √ |  |
| Evidence of active and ongoing CPD | √ |  |
| Evidence of Clinical Supervision/ reflective practice as a supervisee | √ |  |
| Specialist knowledge of rights, values-based practice and legislation frameworks | √ |  |
| Formal training and experience in a foundational skills level psychodynamic therapy or mentalization based therapy. |  | √ |
| Evidence of using digital technology/ information systems/ email and basic applications | √ |  |
| Experience of working in the community environment | √ |  |
| Experience of care coordination |  | √ |
| Experience of line management responsibilities |  | √ |
| Can evidence in career history, the application of a range of specialist skills and behaviours e.g.   * Organisation and applied leadership skills * Self-directing and self-motivating * Enhanced (written/verbal) communication skills including negotiation, influencing, persuading, facilitating and conflict resolution skills. Reflective practice skills * Decision making skills | √ |  |
| Ability to work flexibly and to prioritise workload, delegate appropriately and adapt to meet person-centered care without direct supervision | √ |  |
| Ability to form therapeutic professional relationships with others and work as a member of the wider team | √ |  |
| Working knowledge and demonstrable evidence of their core profession’s Codes of Practice | √ |  |
| Ability to undertake a number of clinical contacts in varied environments on a daily basis, which may involve driving | √ |  |

Appendix

Potential Training Pathways – This list is not an exclusive and provides a guide to potential options:

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| Course | Duration | Qualification | Registered with: | NHS Job Title: |
| Adult Psychoanalytic Psychotherapy | 5 years | Psychoanalytic Psychotherapist | BPC | Adult Psychotherapist |
| Group Analytic Psychotherapy | 5 years | Group Analyst | UKCP | Adult Psychotherapist |
| Psychodynamic Counselling | 2 years | Post Graduate Diploma in Psychodynamic Counselling | COSCA or BACP | Psychodynamic Counsellor |

The post holder is expected at all times to practice competencies that demonstrate insight, understanding and mutual respect of patients, their families, carers and work colleagues.

Whether in a clinical or non clinical role the post holder is expected at all times to be an

exemplar of person centred care, embracing their Code of Conduct to a high standard as

part of an integrated health professional team.