##### APPENDIX B

NHS TAYSIDE – AGENDA FOR CHANGE

JOB DESCRIPTION

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| 1. JOB IDENTIFICATION
 | Job Title | Specialist Art Therapist |
| Department(s)/Location | Infant Mental Health |
| Number of job holders | 1 |
| JOB PURPOSEThe job exists to help the organisation achieve its objectives with regard to the recommendations under the Department of Health guidelines relating to treatment choice in the psychological therapies (DoH 2001). Inclusion of the arts therapies (art, music, dramatherapy) helps ensure that clients receive opportunities to access a form of psychological therapy appropriate to their needs.To provide art psychotherapy as an additional psychological treatment option for infants who have severe and complex mental health problems. To provide psychotherapeutic interventions that uniquely meet need through the use of arts media in a therapy context.To work autonomously to provide a high quality specialist art psychotherapeutic service within NHS Tayside Infant Mental Health in accordance with NHS protocols and the professional ethical framework of arts therapies’ professional associations. |
| ORGANISATIONAL POSITIONLead clinician IMH AHP Child LeadII |Specialist Art Therapist (This Post)|Trainee Arts Therapist |
| SCOPE AND RANGE1. Sole, specialist Art Therapist responsible for the development and provision of an arts psychotherapy service for infants with severe and complex mental health problems.
2. Manages a caseload of infants with complex needs using evidence-based/client-centred principles to assess, plan, implement and evaluate interventions.
3. Provides specialist advice and consultation on strategic development of art psychotherapy with infants with severe and complex mental health difficulties.
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| MAIN DUTIES/RESPONSIBILITIESThe Specialist Arts Therapist will be:1. Professionally and legally accountable for all aspects of patient care within the Arts Therapy Service.
2. Responsible for maintaining appropriate levels of competency, accreditation and professional registration in line with Health Professions Council guidelines and professional body Principles of Professional Practice.
3. In common with all clinical art therapists, receiving clinical supervision in accordance with professional codes of practice of arts modality.

Clinical Work and Clinical Responsibilities1. Responsible for caseload management and review of patients with complex mental health needs, with both line manager and clinical supervisor.
2. Work autonomously in providing highly specialist assessment of referrals for art psychotherapy based upon knowledge and understanding. This will involve:
3. Assess the arts therapy needs of clients with mental health problems, to establish and evaluate appropriate treatment programmes.
4. Contribute to clinical discussions within decision-making forums, such as team meetings.
5. Provide arts psychotherapy group/individual work for infants who have moderate to severe mental health problems.
6. Manage difficult emotional situations with sensitivity, skill and understanding of unconscious processes.
7. Maintain timely, accurate, comprehensive yet succinct, confidential patient records; including general administration, clinical note keeping, report writing and care plans in accordance with professional and NHS Tayside policies.
8. Undertake ongoing evaluation of infants’s progress, including risk management, and prepare and manage breaks, endings and follow up in arts psychotherapy treatment, with appropriate notice for optimum therapeutic management.
9. Ensure effective verbal and written communication with colleagues, infants and carers, and with external agencies as appropriate.
10. Attend, actively participate in, and act upon outcomes of clinical supervision.
11. Ensure confidentiality is maintained whilst recording, using and storing clinical material in its original form, on film, or digitally.
12. Maintain ethical practice as defined by arts therapists’ professional associations codes of ethics and principles of professional practice.
13. Adhere to the regulations and policies of the Health Professions Council.
14. Maintain awareness of risk to self and others.

Policy and Service Development1. Advise and contribute to planning of arts psychotherapy services within IMH. Responsible for representing the arts psychotherapy profession within that area.
2. Prioritise and attend relevant local clinical and managerial settings within IMH, as appropriate within the time constraints of the post.
3. Work effectively as a member of the multidisciplinary team to support the planning and development of local service objectives.
4. Work alongside colleagues from other disciplines/agencies in ensuring that infants are involved in future service planning and delivery.

Human Resources1. To be responsible for arranging and/or contributing to study/training events for other professional staff, either informally or via formal presentations and including experiential workshops, etc, providing a psychodynamic perspective.
2. The post holder will undertake reflective practice clinical supervision in accordance with HPC regulations for arts therapists/psychotherapists. Furthermore, the clinician in post will provide both clinical and managerial supervision to trainee arts therapists in placement.
3. Actively participate in managerial supervision. Fully engage in appraisal, reflecting on strengths and weaknesses. Formulate aims and objectives for self-development with Head of Professions and line manager and implement these.

Research and Development1. Practice according to best available evidence and professional consensus in arts psychotherapy and related areas.
2. Keep abreast of developments and research findings in arts psychotherapy in order to plan and implement own CPD and with particular reference to infants with mental health difficulties.
3. Assist in the development and maintenance of a strong research culture in order to encourage the critical evaluation of practice and undertake ongoing research that may lead to publication.
4. To be responsible for participating in continuous professional development as required for professional registration, such as attendance at Arts Therapies Quarterly Research Group, SIG meetings, open forums/courses, Practice Research Network, and other relevant training.

Information Technology and Resources1. Responsible for maintaining confidential client records.
2. Proficient with word processing and email skills.
3. Responsibility for the maintenance of arts psychotherapy equipment/stock.
4. Proficient in the use of digital cameras, recording and computer technology as required for storing images and giving presentations.
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| COMMUNICATIONS AND RELATIONSHIPS1. Requires the ability to communicate sensitive clinical information effectively and appropriately with people, using a range of verbal, non-verbal, written and presentation skills.
2. Requires a high degree of interpersonal skills in order to establish and sustain a therapeutic relationship within a creative and containing environment in accordance with the Health Professions Council’s Standards of Proficiency.
3. Requires the ability to communicate with infants in individual and group settings where there are often significant barriers to understanding.
4. Requires the ability to communicate effectively in a highly emotive atmosphere and overcome unconscious defence mechanisms or psychological resistance to potentially threatening information.
5. Contribute to the knowledge and understanding of the emotional state of infants referred to arts therapy, using a psychodynamic formulation, with colleagues and other professionals within the multidisciplinary team.
6. Effectively networking with healthcare professionals and multidisciplinary teams in ways that will contribute to the quality of client care.
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| KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOBTraining and Qualifications1. BA (Hons) in arts discipline or related subject, or equivalent.
2. MA/MSc in Arts Therapy/Arts Psychotherapy modality or equivalent.
3. HPC Registration.

Experience1. Minimum of 3 years’ post-qualification experience of working independently and autonomously as a specialist therapist.
2. Experience of undertaking specialist assessment and formulation of treatment plans.
3. Experience of communicating with, and specialist consultation to, multidisciplinary team staff and outside agencies, to help in understanding the emotional needs of infants who have mental health problems.
4. Experience of offering a specialist psychodynamic perspective about images and relationships, in assessment, in reports and to colleagues.
5. Experience in clinical/management supervision of trainee arts therapists/psychotherapists and including related communication with university training departments.
6. Experience of arranging and attending clinical and managerial supervision.

Knowledge and Skills1. Ability to interpret policies for IMH arts psychotherapy service.
2. Ability as Specialist Arts Therapist/Psychotherapist to represent the service in local forums.
3. Ability to plan, prioritise, manage and treat own caseload for individual and group arts therapy; including short-term generic assessment/treatment formulation, risk assessment and management, individual and family work/parallel work with carers.
4. Ability to work under pressure and the impact of highly charged emotional situations with infants and also within the organisational context.
5. Have an awareness of legislation and national and local policies related to the specialty, with regard to statutory health, safety and risk awareness, e.g. training in BSS techniques.
6. Awareness of other modalities; including psychiatric, systemic, behavioural, etc.
7. Enable others to acquire knowledge and skills that will enable them to practice at a level of competence that does not compromise appropriate professional clinical standards.
8. Cultural awareness in arts therapy practice, i.e. maintaining up-to-date knowledge of social and cultural issues and the impact of social inequalities relative to rights of vulnerable, disadvantaged sections of society.
9. Commitment to client-centred non-discriminatory practice, e.g. ability to adapt the physical space for therapy sessions in relation to the physical needs of clients according to disability.
10. Knowledge and awareness of own limitations.
11. Continual personal relation with own arts practice.
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ESSENTIAL ADDITIONAL INFORMATION

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| 1. SYSTEMS AND EQUIPMENT

Equipment and Machinery1. Responsible for ensuring safety and maintenance of arts therapy equipment and arts therapy environment.
2. Responsibility for ensuring cleanliness of arts equipment and arts therapy environment.

Systems1. Responsible for securing, processing and generating clinical information.
2. Recording and updating of patient records.
3. Securing confidential clinical notes.
4. Securing safe storage of visual imagery (2-dimensional and 3-dimensional) produced in therapy.
5. Patient contracts.
6. Report writing.
7. Service audit report.
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| PHYSICAL DEMANDS OF THE JOBPhysical Skills1. Demonstrate competent use of a range of arts materials and arts-making techniques (specific to arts therapies modality) and updating of these skills in accordance with Standards of Proficiency for Art Therapists, set by the Health Professions Council and recognised through Art Therapy Continuing Professional Development.

Physical Effort1. Sitting in constrained position for assessment and therapy sessions.
2. Manual carrying of arts-related materials and equipment.
3. Occasional requirement for moderate physical effort for short periods during a session, e.g. manual and therapeutic handling.

Mental Effort1. Frequent need for intense concentration for therapy sessions and assessment for periods of up to one and a half hour blocks.
2. Work pattern is unpredictable due to the patient group – responding to frequent changes in patients’ condition/interrupted patterns of mental concentration – this requires being alert in order to undertake a high standard of clinical reasoning involving constant reassessment regarding clinical management.
3. Consistently dealing with lone working and sole responsibility.

Emotional Demands1. Working in an emotionally demanding environment, continually exposed to traumatic experiences that are often coupled with severely challenging behaviours on a frequent daily basis.
2. Dealing and containing high levels of client distress within routine clinical workload on a frequent daily basis.

Working Conditions1. Undertakes lone working.
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| DECISIONS AND JUDGEMENTS1. Establish the most appropriate use of arts psychotherapy resources in terms of clinical interventions in line with ‘best practice’, which meets the needs of service users.
2. Be able to make judgement about infants and carers’ ability/capacity to benefit from a particular intervention.
3. Independently assess, develop and implement appropriate programmes of care.
4. Communicate relevant patient-related information/disclosures to other professionals, maintaining confidentiality whilst acting to uphold ‘best practice’ and take account of current legislation related to child and adult protection procedures.
5. Assess risk and suitability of infants with complex needs for individual or group art therapy/psychotherapy taking account of communication and emotional needs.
6. Plan and deliver art therapy student education practice placements within IMH.
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| MOST CHALLENGING/DIFFICULT PARTS OF THE JOB1. Dealing with and containing variable levels of emotional distress, disturbance and uncertainty on a routine basis.
2. Establishing arts therapy service within IMH.
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| JOB DESCRIPTION AGREEMENTThe job description will need to be signed off using the attached sheet by each post holder to whom the job description applies. |

**JOB DESCRIPTION AND ESSENTIAL ADDITIONAL INFORMATION FORM – SIGNATURE OF AGREEMENT**

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| **Post Title** | Specialist Art Therapist |
| **Reference Number** |  |

The attached job description and essential additional information will be used as part of the Agenda for Change assimilation exercise and therefore the job matching panel may wish to seek further clarification on any issues contained within the documents. **Should this be necessary please identify an appropriate Manager and Staff representative who can be contacted to clarify such issues**.

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| **Responsible Manager** | Cathy Cuthill |
| **Contact No.** | 01382 204004 |
|  |  |
| **Staff Representative** |  |
| **Contact No.** |  |

Indicative Band to cathy.cuthill@nhs.net