**NHS FORTH VALLEY**

**JOB DESCRIPTION**

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| 1. JOB IDENTIFICATION |
| Job Title: Highly Specialist Clinical Psychologist – Adult Psychology  Responsible to : Head of Adult Clinical Psychology Service NHS Forth Valley  Department: Adult Clinical Psychology Service  Anon Ref: **UD-FV-PSYC-006-JD** |

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| 2. JOB PURPOSE |
| To provide a high quality specialist clinical psychology service to Forth Valley’s Adult population.  To provide consultancy and advice on psychological assessment and treatment to other multi-disciplinary staff working within the Community Mental Health Teams in secondary care.  To provide supervision and training to other qualified psychologists |
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| ORGANISATIONAL POSITION AND ROLE OF DEPARTMENT |
| The Adult Psychology Service provides psychological advice and help for the population of NHS Forth Valley. It provides input at the levels of Health Promotion, Primary, Secondary and Tertiary care. The bulk of work lies within Secondary level care both within the Primary Care Operating Division (PCOD) and the Acute Operating Division (FVAH). Within the PCOD patients are assessed and treated, training is given and advice tendered to: Learning Disability Teams, Mental Health Teams including Community CMHTs and Rehabilitation, and Primary Health Care Teams. Within the FVAH psychologists work with the Diabetes Team, the Area Physical Rehabilitation Team, Pain Clinic teams and Oncology services. Members of the Service see individual patients and their families within team settings and also within the outpatient psychology bases in Larbert and Stirling University.  The Service contributes to work with voluntary agencies and members serve on joint groups with the three Local Authorities and with voluntary agencies.  Training is being broadened and Forth Valley contributes to the East and West of Scotland Doctoral Training Courses. Members of the Service contribute to national training also through NHS Education for Scotland initiatives and working groups.  As well as Clinical Psychologists who make up the bulk of staff, there are also Forensic Psychologists, Counselling Psychologists, Clinical Associates in Applied Psychology and Assistant Psychologists within the Service. |
| DIMENSIONS |
| * This post is based in the Adult Psychology Service and aims to ensure the systemic provision of a high quality psychology service for Adults. * The assessment and treatment of patients referred to the Adult Psychology Service * To propose and implement policy changes within the area served. * To ensure high standards of psychological assessment and treatment and to maintain effective and efficient systems to deliver these standards. * Provision of consultancy, advice and training on psychological assessment and treatment to other multidisciplinary staff who provide psychologically based care and treatment. * To be involved in planning and implementing project developments within the Adult Psychology Service. * To supervise and support the psychological assessment and therapy provided by other psychologists and other clinical members of the multi-disciplinary team who provide psychologically based care and treatment. * Co-ordination and supervision of training and day to day management needs of junior staff and clinical psychology trainees based within the Adult Psychology Service * To be responsible for training, supervision and support of other mental health professionals in the psychological management of patients with complex difficulties. * To undertake clinically relevant research and audit in the specialist area. * To utilise research skills for evaluation, audit and service development and research. |

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| 5. KEY DUTIES AND RESPONSIBILITIES |
| **Clinical**   * To provide specialist psychological assessments of clients referred to the Adult Psychology Services based upon the appropriate use, interpretation and integration of complex data from a variety of sources including psychological and neuropsychological tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with clients, family members and others involved in the client’s care. * To formulate and implement plans for the formal psychological treatment and/or management of a client’s mental health problems, based upon an appropriate conceptual framework of the client’s problems, and employing methods based upon evidence of efficacy, across the full range of care settings. * To be responsible for implementing a range of psychological interventions for individuals, carers, families and groups, across the Adult Psychology Service. To adjust and refine psychological formulations drawing upon different explanatory models. * To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and developmental processes that have shaped the individual, family or group * To provide specialist psychological advice guidance and consultation to other professionals contributing directly to clients’ formulation, diagnosis and treatment plan. * To undertake risk assessment and risk management for individual clients and to provide advice to other professions on psychological aspects of risk assessment and risk management. * To act as care co-ordinator, where appropriate, taking responsibility for initiating planning and review of care plans under enhanced CPA including clients, their carers, referring agents and others involved the network of care. * To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of clients under their care and to monitor progress during the course of both uni- and multi-disciplinary care. * The post-holder makes own decisions regarding working with clients – including appropriateness of referral, prioritisation of own caseload, types of assessment and neuropsychological tests used, risk assessment and management, formulation of problems (or diagnosis), planning and delivering treatment options, evaluating treatment, referring to another agencies, writing reports and being referred to courts for expert opinions regarding clients. * These clinical and other professional judgements may involve complex psychological factors and other data that require the analysis, interpretation and comparison of a range of options where formulation and expert opinion may differ from other professionals, in order to provide the most effective professional psychological opinion e.g. in memory assessment service. * To undertake clinical project work examples of such include: planning new integrated care ward for new hospital, devising an additional service for clients with Mild Cognitive Impairment, creating an educational training package for relatives of people with dementia.   The section below cover three main components of psychological work common to most qualified posts: assessment formulation and intervention.  *Assessment*   * Psychological assessment involves collecting information about a patient’s thoughts, behaviours, emotions, physical symptoms, relationship and lifestyle. * Highly developed empathic skills are necessary, especially with patients who may have difficulty with developing trust. * At times it will be necessary to intervene during the assessment (e.g. if a person is clearly becoming distressed). In addition the psychologist will give active feedback and advice during the session. * The type of information required is always personal and in many cases it is distressing and emotional (e.g. related to the diagnosis of a neurodegenerative condition). * Information gained from third parties (e.g. GPs, paid carers, family members) may conflict with the patient’s own view and a high level of interpersonal/communication skill is needed to manage this conflict effectively. At times patients may be hostile or antagonistic (e.g. when unaware of cognitive deficits, or experiencing personality changes related to frontal lobe degeneration). * Neuropsychological assessment requires the ability to manipulate a range of physical objects in conditions where speed and accuracy are important, whilst simultaneously recording a patient’s responses. These physical skills are developed during doctoral training and clinical experience. The interpretation of neuropsychological assessments is highly complex and requires significant training, often further training particularly in specialist areas (e.g. dementia assessment).   Formulation   * Psychological formulation is the process by which a clinical psychologist combines the wide range of information they have obtained during assessment with their psychological knowledge and experience. * Different psychological theories and therapies place different emphasis on different aspects. For instance psychodynamic theories stress the importance of both early relationships and unconscious processes in the development of later psychological difficulties whereas cognitive behavioural theories tend to focus more on how current thoughts, beliefs and attitudes can have an impact on what we do and how we feel. * Formulation is like a jigsaw puzzle, but one where there are several possible solutions, depending on which psychological theory or theories you use. There are many possible answers and expert opinion will often differ on which is the best one to use. * The choice of formulation and subsequent intervention is a judgement requiring many competing factors to be considered, including knowledge of the patient, awareness of our own strengths and weaknesses and practical considerations of time available and patient preference.   Intervention   * There is a wide range of psychological interventions. * Within each broad treatment there are an even larger range of specific techniques. For instance cognitive behavioural treatment can involve the use of anxiety management techniques, activity scheduling, thought diaries and behavioural experiments. * Clinical psychologists exercise autonomous clinical judgement in choosing which types of intervention and techniques to use. These choices often have to be reviewed on a regular basis, with adjustments made according to how patient’s progress. * Most of the skills used in assessment and formulation are used during the intervention stage. Motivational and persuasive skills become particularly important during intervention.   **Teaching, Training, And Supervision**   * To provide professional and clinical supervision of qualified and unqualified psychologists, ensuring that they acquire the necessary clinical and research skills to doctoral level where appropriate, contributing to the assessment and evaluation of those competencies. * To contribute to undergraduate and doctorate courses in psychology. * To design training and information packages appropriate to client group, deciding how, what and when supervision and consultation is required. * To develop skills in the area of professional post-graduate teaching, training and supervision and to provide supervision to other team staff’s psychological work as appropriate. * To provide advice, consultation and training to staff working within multi disciplinary teams. Including teaching and supervising nursing staff in psychological therapies, training psychiatrists in neuropsychological functioning etc. * In common with all clinical psychologists the post holder will receive regular clinical supervision in accordance with good practise guidelines.   **Management, Recruitment, Policy And Service Development**   * To contribute to the development, evaluation and monitoring of the operational policies through the deployment of professional skills in research, service evaluation and audit. * To manage the clinical, academic and research workloads of junior staff and trainee clinical psychologists, managing the conflicting demands of university and NHS policies and procedures. Including planning and organising the content of placements, reviewing progress and adjusting plans as necessary.      * To advise and participate in the short listing and interviewing of assistant, trainee and qualified clinical psychologists when appropriate. * To be responsible for maintaining clinical record-keeping standards of psychology records. * To exercise responsibility for the systematic governance of psychological practice within the Service. * To exercise delegated responsibility for managing other staff in the service as appropriate, for example completing KSF for other team mebers.   **Research, Audit and Service Evaluation**   * To review, on an ongoing basis, the evidence base and underlying psychological theories in order to utilise the most effective assessment tools in the memory clinic. * To utilise theory, evidence-based literature and research to support evidence based practice in individual work. * To initiate and supervise complex audit and service evaluation within and across the service to help develop and improve services to client and their families. * To undertake appropriate high quality clinically relevant research (involving data collection, complex statistical analysis and interpretation of psychological data). To seek publication and be involved in other methods of dissemination of relevant research findings. * To provide research advice to staff of other professions who are undertaking research. * To undertake project management, including complex audit and service evaluation, with colleagues within the Service to help develop service provision. This will necessitate working closely with other agencies in the case of most projects. * To supervise and manage research projects undertaken by Trainee Clinical Psychologists as part of formal doctorate professional training and Assistant Psychologists. * To ensure users of adult psychology services are considered in research and acknowledge and attempt to overcome barriers to their involvement.   General     * To contribute to the development and maintenance of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes, in consultation with the Head of Service * To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of the British Psychological Society and Trust policies and procedures. * To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health. |
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| 6. SYSTEMS AND EQUIPMENT |
| * Maintain a high level of proficiency in the use of psychological tests and assessment methods which require advanced specialist training, and will incorporate developments in these as they are introduced to clinical practice. * Have a working knowledge of computer-based technology including word processing, spreadsheets, database and statistics applications, e-mail and the internet. * Conform to the Adult Psychology Service systems of information management for patient records, activity data, and mileage and expenses information. * Maintains the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice of the British Psychological Society and Trust policies and procedures. |

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| 7. ASSIGNMENT AND REVIEW OF WORK |
| * Autonomous responsibility for caseload management, patient, assessment, intervention and discharge. * Annual appraisal and ongoing professional advice is carried out by the Head of Adult Clinical Psychology. * In common with all clinical psychologists the post holder will receive regular clinical supervision in accordance with good practice guidelines. * To assign and review clinical work of Trainee Clinical Psychologists and Assistant Psychologists. To be responsible for regular and formal review and appraisal of Trainee Clinical Psychologists. * Strategic decisions regarding the Adult Psychology Service are made in collaboration with the Head of Adult Psychology. |
| 8. COMMUNICATIONS AND WORKING RELATIONSHIPS |
| The post holder is required to   * Communicate with a wide range of clinicians, social care staff, patients and carers. The information may involve dealing with challenging situations. Issues of confidentiality have to be negotiated, and the post-holder is frequently dealing with highly personal and sensitive information requiring great skill in listening, understanding and communicating therapeutic information and ideas to people who may be distressed or have dementia or other cognitive impairments making communication difficult. This requires highly developed empathic and clinical skills, skills in overcoming barriers and resistance to change, and awareness of group dynamics. * Communicate effectively directly and indirectly, with referrers, agencies and services involved to initiate contact with those agencies as appropriate. * Communicate clearly and effectively verbally and in written reports, highly technical, complex and clinically sensitive information to clients, carers and professionals within and outwith the NHS (including the legal system). * Communicate effectively in both meetings and in written proposals to contribute to local knowledge and professional understanding of the needs and resources of the locality in order to plan and develop services. * There is an expectation to provide expert psychological opinion and advice to teams. * There is a core requirement to have the capacity to engage and develop therapeutic relationships with clients, families and carers. The post holder has to be able to develop effective and helpful working relationships with the members of the community mental health teams and other professionals and to maintain team relationships over time, working through possible conflicts and confrontations in a productive manner. Considerable time is required in effective networking with other agencies, colleagues and professions. |
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| **9A. PHYSICAL DEMANDS OF THE JOB** |
| * The post holder is required to sit in a constrained position for lengthy periods of time during interviews with patients (which are typically 60 minutes and clinics usually involve consecutive appointments of up to four patients) and supervision with staff. * The post involves frequent computer use for the development of training materials and lengthy periods using a keyboard. * The post holder uses specialist psychological test equipment, including neuropsychological assessment batteries, requiring skill in accuracy and co-ordination |
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| 9B. MENTAL/EMOTIONAL DEMANDS OF THE JOB |
| * Emotional pressures will be considerable. Because of the depth of psychologists training, the post holder will be seeing the patients with the most difficult and complex problems either in an out-patient clinic or in-patient ward. The post-holder will work with clients who have been physically, mentally and sexually abused, clients who are mentally ill and experiencing psychotic symptoms, clients with challenging behaviour, dementia, brain damage as a result of stroke, depression and family distressing situations. * Both direct clinical work and supervision require mental effort with lengthy periods of intense concentration. * The post holder is required to continuously analyse, assess, reinterpret and formulate as part of the therapeutic process, drawing on a wide theoretical base to arrive at decisions. * The post holder is required to acknowledge the risk of exposure to verbal aggression from patients due to the emotional nature of the therapeutic process. * Good time management skills are essential to balance the various dimensions and pressures of the job across a large geographical area. |
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| 10. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB |
| The post holder requires to have:-   * First academic degree at Honours level in Psychology * Doctorate, or equivalent, in Clinical Psychology, which includes supervised clinical practice and advanced research training as a requirement. * Formal post-doctorate training in the clinical supervision of doctorate trainee clinical psychologists. * In order to remain eligible to practise, the post holder must complete a minimum of forty hours of continuing professional development each year. This includes both self-directed learning and formal courses. |

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| **11. JOB DESCRIPTION AGREEMENT** | |
| A separate job description will need to be signed off by each jobholder to whom the job description applies.  Job Holder’s Signature:  Head of Department Signature: | Date:  Date: |

# PERSON SPECIFICATION

**Job title:** - **CLINICAL/ COUNSELLING PSYCHOLOGIST 8B**

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|  | ESSENTIAL | DESIRABLE |
| **TRAINING & QUALIFICATIONS** | Undergraduate degree in Psychology with GBR.  Postgraduate doctorate or equivalent in Clinical/ Counselling Psychology.  HCPC registration.  Supervision training. | Post-doctoral training in one or more additional specialised areas of psychological practice. |
| EXPERIENCE | Supervised experience of working as a qualified clinical/ counsellingpsychologist , including experience of working with adults.  Experience of working with a wide variety of client groups, across the whole life course and presenting with the full range of clinical severity across the full range of care settings including both community and inpatient settings.  Experience of working within a multidisciplinary team.  Experience of delivering clinical supervision with both trainees and qualified staff. | Experience of supervising psychological therapists from a range of professional backgrounds.  Experience of working within a specialist service for women.  Experience of working in forensic mental health.  Experience of working in an inpatient setting  Experience of Structured Professional Judgement Risk Assessment  Experience of working within a multicultural framework.  Experience of involvement in recruitment and selection of junior staff.  Experience of completing neuro-psychological assessments |
| **KNOWLEDGE AND SKILLS** | Well developed skills in the ability to communicate effectively, orally and in writing, highly technical, and clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS.    Skills in providing consultation to other professional and non-professional groups.  Doctoral level knowledge of research design and methodology, including complex multivariate data analysis as practised within the field of clinical psychology.  Evidence of continuing professional development as recommended by the BPS/HCPC. | Knowledge of relevant national policy. |
| OTHER |  | Driving licence and access to transport. |