

JOB DESCRIPTION

CARDIFF AND VALE UNIVERSITY HEALTH BOARD

JOB DETAILS

Job Title:	Specialist Clinician, Cynnwys Therapy Service
Pay Band:	7
Department:	Cynnwys Therapy Service
Directorate:	Adult Mental Health
Clinical Board:	Mental Health
Base:	11a Park Road, Whitchurch, Cardiff, CF14 7BP

ORGANISATIONAL ARRANGEMENTS

Managerially Accountable to:	Service Lead, Cynnwys Service
Reports to:	Service Lead, Cynnwys Service
Professionally Responsible to:	Professional Lead for own Discipline

Our Values: 'CARING FOR PEOPLE; KEEPING PEOPLE WELL'

Cardiff and Vale University Health Board has an important job to do. What we do matters because it's our job to care for people and keep them well. We all want to do this to the best of our abilities – but we know that good intentions are not always enough.

At Cardiff and Vale University Health Board our values and example behaviours are:

We care about the people we serve <i>and</i> the people we work with	Treat people as you would like to be treated and always with compassion
We trust and respect one another	Look for feedback from others on how you are doing and strive for better ways of doing things
We take personal responsibility	Be enthusiastic and take responsibility for what you do.
We treat people with kindness	Thank people, celebrate success and when things go wrong ask 'what can I learn'?
We act with integrity	Never let structures get in the way of doing the right thing .

Our values guide the way we work and the way we behave with others. Post holders will be expected at all times to behave in accordance with our values demonstrating commitment to the delivery of high-quality services to patients.

JOB SUMMARY

To deliver specialist psychological interventions and/or advice to clients, their carers and the systems that support them. The post holder will be a highly skilled clinician who can contribute to the development and implementation of individual, group and family treatment programmes that address the complex physical, psychological and psychosocial needs of the service users and their families/carers. The post-holder will also be responsible for providing consultation to staff teams in both the community and within the acute inpatient psychiatric services across Cardiff and Vale UHB.

JOB PURPOSE

To enhance the care and treatment offered to adult service users with complex emotional needs, often diagnosed with Borderline or Emotionally Unstable Personality Disorder, across Cardiff and Vale University Health Board.

The post-holder will be responsible for their own professional actions and decision making and for working within professional ethics and trust policies. They will act as a specialist resource, providing support and guidance to community and inpatient services. The post-holder will receive regular clinical supervision in accordance with good practice guidelines.

MAIN DUTIES AND RESPONSIBILITIES

1. CLINICAL

- 1.1 To provide highly developed specialist assessments of service users and carers referred to the service, based upon the appropriate use, interpretation and integration of complex data from a variety of sources including documentation, self-report measures, rating scales, direct and indirect structured observations and semi structured interviews with service users, family members and others involved in the person's care.
- 1.2 To work in partnership with service users, carers and involved professionals to promote coproduction and inclusion with regard to the care and treatment that is offered to individuals who place themselves at risk of serious harm.
- 1.3 To assist in the development of collaborative, needs led formulation and treatment plans for individuals with complex emotional needs, often including a history of significant trauma.
- 1.4 To be responsible for implementing specialised psychotherapy interventions for individuals, groups and families, adjusting and refining formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.
- 1.5 To make highly skilled evaluations and decisions about treatment options, taking into account other theoretical and therapeutic models and highly complex factors concerning historical and developmental processes that have shaped the individual or group.

- 1.6 To exercise full responsibility and autonomy for the treatment and discharge of service users, ensuring appropriate assessment, formulation and interventions, communicating with the referrer and others involved with the care on a regular basis.
- 1.7 To engage and communicate with service users across social, language & cultural barriers, utilising appropriate assistance where relevant.
- 1.8 To provide a leadership and consultancy resource, demonstrating an expert level of professional competency in relation to the field of Personality Disorders.
- 1.9 To undertake formal risk assessments and to provide advice and guidance to others in the assessment of formulation of risk, including consideration of appropriate strategies to reduce or mitigate known risks.
- 1.10 To communicate in a highly skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of service users.
- 1.11 To seek out and acknowledge alternative perspectives where opinions on an issue risk becoming polarised or entrenched.
- 1.12 To be required to sit in a restricted position in intense concentration for a substantial proportion of the working time – i.e., client contact time, formulating and report writing.
- 1.13 To provide validation and emotional containment to service users and staff teams whilst discussing potentially distressing or highly emotional circumstances (e.g., discussion of acts of significant self-injury; accounts of physical/sexual/emotional abuse).
- 1.14 To be regularly required to use associated physical skills in pursuit of the above (e.g., driving, keyboard skills, use of outcome measures, psychometric tools and equipment). The post holder will receive regular clinical supervision in accordance with good practice guidelines.
- 1.15 To be responsible for providing specialist clinical services in line with professional codes of conduct, contracts and service agreements made by the Cynnwys Service, the UHB and other relevant legislation (e.g., Health and Safety at Work Act).

2. POLICY AND SERVICE DEVELOPMENT

- 2.1 To participate in the development of a high quality, responsive and accessible service.
- 2.2 To participate in service delivery in a manner that is informed by, and measured against, strategic priorities, particularly the Costed Plan and Matrics Cymru.
- 2.3 To be responsible with others for the planning, organising, design and delivery of specialist clinical borderline personality disorders services.

- 2.4 To follow and contribute to the monitoring of standards, guidelines and protocols for best psychological therapy practice and promote these both within the service and to services that will come into contact with, and use Cynnwys Therapy Service.
- 2.5 To participate in the planning and implementation of psychological therapy service developments and projects such as training for staff from different disciplines within the service, the UHB, and external organisations.
- 2.6 To provide consultation, advice and guidance on Personality Disorders to colleagues from all disciplines.
- 2.7 To take part in regular professional appraisal, identifying areas for continuing professional development.
- 2.8 To ensure that the views and opinions of service users and carers are included in service evaluation and development.

3. HUMAN RESOURCES

- 3.1 To contribute to a culture which empowers clinicians to provide high quality care for people with borderline personality disorders and their carers.
- 3.2 To be responsible for providing regular, specialist clinical supervision.
- 3.3 To contribute to planning and organising training and teaching events to carers and professionals from across the UHB and external bodies.
- 3.4 To be responsible for planning and prioritising their own work load which will include taking full responsibility for organising referrals, managing waiting lists and undertaking regular clinics.
- 3.5 Demonstrate the ability to develop and maintain good working relationships with colleagues within the Cynnwys Therapy team, and across the UHB.
- 3.6 To be responsible for the care of equipment and resources used in the course of their work.
- 3.7 To act as a resource to other professionals both within and outside the NHS on a regular and ongoing basis, some of whom will be more senior.
- 3.8 Functionally relate to other professionals and staff from other teams or units in the best interest of patients and carers.
- 3.9 Functionally relate to all statutory agencies, agreed voluntary organisation and self-help groups in the interests of patients and carer.

4. RESEARCH AND DEVELOPMENT

- 4.1 To undertake clinically relevant research, audit evaluation and clinical governance through the deployment of professional skills in research, service evaluation and audit as agreed with the line manager and within UHB policy.
- 4.2 The post holder will be expected to evaluate their work on a regular basis using validated questionnaires and objective measures as required.
- 4.3 To maintain post qualification training and experience in order to broaden and deepen professional skills in line with the CPD guidelines.
- 4.4 To contribute to the necessary statistical returns as indicated by UHB and service policy.
- 4.5 To utilise theory, evidence-based literature and research to support evidence-based practice in individual/group work and in work with other members of the Cynnwys Therapy service.
- 4.6 To write for publication and promote and publicise examples of good practice through published works and conference presentations as agreed with managers and within UHB policy.

5. INFORMATION TECHNOLOGY

Be required to regularly use Information Technology for preparation of presentation materials, word processing of clinical reports, maintenance of clinical records, access to internet and the UHB intranet and use of PowerPoint for presentations etc.

GENERAL

Performance Reviews/Performance Obligation: The post holder will be expected to participate in the UHB individual performance review process, and as part of this process to agree an annual Personal Development Plan with clear objectives and identified organisational support.

Competence: At no time should the post holder work outside their defined level of competence. If the post holder has concerns regarding this, they should immediately discuss them with their manager. All staff have a responsibility to inform those supervising their duties if they are not competent to perform a duty.

Confidentiality: In line with the Data Protection legislation and the Caldicott Principles of Confidentiality, the post holder will be expected to maintain confidentiality in relation to personal and patient information including clinical and non-clinical records, as outlined in the contract of employment. This legal duty of confidentiality continues to apply after an employee has left the UHB. The post holder may access information only on a need-to-know basis in the direct discharge of duties and divulge information only in the proper course of duties.

Records Management: The post holder has a legal responsibility to create, maintain, store and destroy records and other UHB information handled as part of their work within the UHB in line with operating procedures and training. This includes all records relating to patient health, financial,

personal and administrative, whether paper based or on computer. The post holder has a duty to maintain the highest levels of data quality for all records through accurate and comprehensive recording across the entire range of media they might use. All staff have a responsibility to consult their manager if they have any doubts about the correct management of records with which they work.

Information Governance: The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will, in many cases, include access to personal information relating to service users.

Health & Safety: The post holder is required to co-operate with the UHB to ensure health and safety duties and requirements are complied with. It is the post holder's personal responsibility to conform to procedures, rules and codes of practice; and to use properly and conscientiously all safety equipment, devices, protective clothing and equipment which is fitted or made available, and to attend training courses as required. All staff have a responsibility to access Occupational Health and other support in times of need and advice.

Risk Management: The UHB is committed to protecting its staff, patients, assets and reputation through an effective risk management process. The post holder will be required to comply with the UHB Health and Safety Policy and actively participate in this process, having responsibility for managing risks and reporting exceptions.

Safeguarding Children and Adults: The UHB is committed to safeguarding children and adults therefore all staff must attend the Safeguarding Children and Adults training.

Infection Control: The UHB is committed to meet its obligations to minimise infection. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of and complying with the UHB Infection, Prevention and Control procedures/policies, not to tolerate noncompliance by colleagues, and to attend training in infection control provided by the UHB.

Registered Health Professionals: All employees who are required to register with a professional body to enable them to practice within their profession are required to comply with their code of conduct and requirements of their professional registration.

Healthcare Support Workers: The All-Wales Health Care Support Worker (HCSW) Code of Conduct outlines the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed in NHS Wales. Healthcare Support are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.

Health Improvement: All staff have a responsibility to promote health and act as an advocate for health promotion and prevention.

No Smoking: To give all patients, visitors and staff the best chance to be healthy, all UHB sites including buildings and grounds are smoke-free. Staff are encouraged to promote and actively support our No Smoking Policy. Advice and support on quitting smoking is available for all staff and patients. A hospital-based service can be accessed by telephoning 02920 743582 or for a community-based service, Stop Smoking Wales can be contacted on 0800 0852219.

Equality and Diversity: All staff have a personal responsibility under the Equality Act 2010 to ensure they do not discriminate, harass, or bully or contribute to the discrimination, harassment or bullying of any colleague(s) or visitors or condone discrimination or bullying because of someone's 'protected characteristics'. These protected characteristics are: age, religion, sexual orientation, belief or non-belief, sex, disability, race, gender identity, pregnancy and maternity, marriage and civil partnerships. The line manager and post holder will be responsible for promoting diversity and equity of opportunity across all areas of your work. This applies to service delivery as an employee and for anyone who you may be working with, whether they are patients, family/carer, visitors or colleague. You will be made aware of your responsibilities to uphold organisational policies and principles on the promotion of equality valuing diversity and respecting people's human rights as part of your everyday practice.

Dignity at Work: The UHB condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the UHB Disciplinary Policy.

Welsh Language: All employees must perform their duties in strict compliance with the requirements of the current UHB Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public. The UHB also encourages employees to use their available Welsh language skills

Job Description: This job description is not inflexible but is an outline and account of the main duties. Any changes will be discussed fully with the post holder in advance. The job description will be reviewed periodically to take into account changes and developments in service requirements.

PLEASE NOTE:

This post is deemed to require a Disclosure check via the Disclosure and Barring Service. Therefore, it will be necessary before the appointment to contact the DBS to check on any relevant criminal background.

CARDIFF & VALES UNIVERSITY HEALTH BOARD
PERSON SPECIFICATION

Job Title: Specialist Clinician
Department: Cynnwys Therapy Service
Band: 7
Directorate: Adult Mental Health
Clinical Board: Mental Health
Base: 11a Park Road, Whitchurch, Cardiff, CF14 7BP

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Health related professional qualification (RMN/Psychology/Social Work/OT)</p> <p>Maintains current registration with the NMC, HCPC or other relevant professional registration</p>	<p>Formal training in supervision or reflective practice</p> <p>Prior therapy qualification or CPD certificate (e.g in CBT, DBT, MBT)</p> <p>Educated to Master's degree in Health-related subject or able to demonstrate an ability and willingness to work to masters level.</p>	<p>Application Form</p> <p>Certificate Check</p> <p>Registration Card – Nurse/PAM</p>
EXPERIENCE	<p>Significant experience of working with individuals who present with multiple needs and risks.</p> <p>Prior experience of delivering formulation led, psychologically informed interventions.</p> <p>Prior experience in assessing and managing suicidality or self-injury.</p> <p>Experience in providing supervision / consultation to other clinicians.</p> <p>Experience of effective multi-agency working.</p> <p>Prior experience of delivering training to others.</p> <p>Experience of successful change management and dealing with conflict.</p> <p>Experience of participating in the planning and development of services.</p>	<p>Prior experience of trauma informed ways of working.</p> <p>Prior experience of working within an inpatient context</p> <p>Experienced in speaking & lecturing in public & professional forums.</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>

<p>SKILLS & COMPETENCIES</p>	<p>Communication & Relationship Skills</p> <ul style="list-style-type: none"> • High level communication and interpersonal skills to convey and receive complex, highly technical, sensitive information effectively at both a written and oral level. • Ability to engage others in collaborative change processes. • High level of presentation and report writing skills for clinical and academic content in a range of contexts. <p>Analytical & Judgement Skills</p> <ul style="list-style-type: none"> • Ability to make clinical and service-related judgements involving complex facts requiring analysis, interpretation and comparison of a range of options. • Ability to critically evaluate research evidence relating to clinical effectiveness and service development. <p>Planning & Organisational Skills</p> <ul style="list-style-type: none"> • Ability to plan, formulate, organise and implement a broad range of complex clinical and service-related operational activities, programmes and plans. 	<ul style="list-style-type: none"> • Experience in presenting papers in local and regional professional forums. • Knowledge of research design, methodology and analysis. • Ability to speak Welsh/other non-English languages and a willingness to use this skill in the work context. 	<p>Application Form Interview References</p>
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SPECIAL KNOWLEDGE	Clinical skills <ul style="list-style-type: none"> • Specialist skills in working with complex mental health problems. • Skilled and experienced in providing clinical supervision to a range of clinicians. Information Technology skills <ul style="list-style-type: none"> • Computer literate • Good keyboard skills • Ability to independently navigate patient clinical records to pull out key information to support the development of a formulation. 		Application Form Interview References
KNOWLEDGE	<ul style="list-style-type: none"> • Up to date knowledge of legislation, policy and professional issues pertinent to the fields of Personality Disorder, trauma and self-injury. • Professional knowledge acquired through degree/diploma supplemented by specialist training, experience, and short courses. • Knowledge of research design, methodology and analysis. 	<ul style="list-style-type: none"> • Welsh Speaker 	Application Form Interview References

PERSONAL QUALITIES	<p>Strategic thinker.</p> <p>Professional attitude.</p> <p>Able to lead complex communication processes where there are opposing views and significant barriers to acceptance and understanding.</p> <p>Able to focus and concentrate on complex issues on a daily basis and deliver high quality outcomes.</p> <p>Able to work consistently and therapeutically with frequent exposure to highly emotional, distressing and sensitive clinical circumstances.</p> <p>Practices equal opportunities and respect for others.</p>		<p>Application Form</p> <p>Interview</p> <p>References</p>
OTHER <i>(Please specify)</i>	<p>Ability to travel between sites in a timely manner.</p>		<p>Application Form</p> <p>Interview</p>