

## **Acute Services**

### **JOB DESCRIPTION AND PERSON SPECIFICATION**

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**JOB TITLE:** Principal Clinical Psychologist

**BAND:** 8b

**REPORTS TO:** Consultant Clinical Psychologist, Lead Psychologist for Urgent Care, Acute Psychological Services

**BASE:** Caludon Centre, Coventry or The Pines, St Michael's Hospital, Warwick

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#### **Organisational Values:**



**Compassion** - We are compassionate, kind and caring to everyone, including people who use our services and people we work with.



**Respect** - We are civil and respectful. We celebrate diversity and always appreciate the views of other people.



**Excellence** - We always do our best and seek to achieve excellence in all we do. We innovate and try out new things, and when things don't go to plan we embrace this as an opportunity to learn and improve.



**Collaboration** - We take pride in involving people and working together as an inclusive team, both within our organisation, and in co-production with people who use our services, carers, partners, local community groups and others.



**Integrity** - We do the right thing and people can trust us. We are open, honest and transparent, even when things go wrong.

#### **JOB SUMMARY**

To work as a member of Acute Services Pathways providing a high quality, specialist applied psychology service to patients and their families or carers, where there are highly complex presentations.

In addition to be responsible for the supervision and governance of a group of psychologists/psychological therapists and to support psychological practice within the teams through consultation, supervision, formulation and training. To utilise research skills for audit, service development and research within the area served by the team/service.

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**Respect**



**Excellence**



**Integrity**

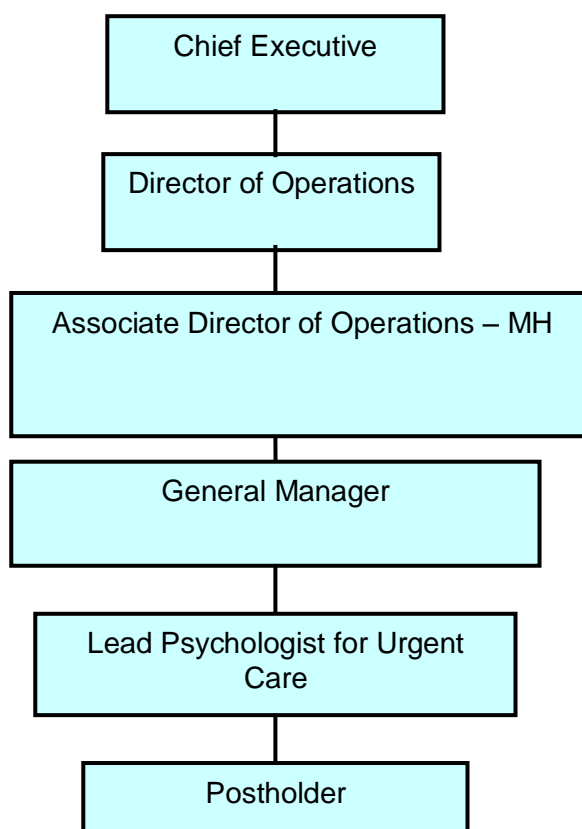


**Collaboration**



**Compassion**

## ORGANISATIONAL CHART



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## MAIN RESPONSIBILITIES OF THE POST

- To be responsible for the planning, coordination, delivery and evaluation of highly specialist Psychological Services within the pathways in Acute Services. These services support people who present to acute services to manage the level of risk they present.
- To be responsible for the planning, coordination, delivery and evaluation of highly specialist psychological services. To ensure the systematic provision of a high quality specialist Psychological Service of assessment and treatment of highly complex cases, requiring detailed analysis, formulation and intervention.
- To supervise and support the psychological assessment and interventions provided by more junior Psychologists, Assistant and Trainee Psychologists as appropriate and other clinical members of the teams who provide psychologically-based care and treatment.
- To adhere to the lone worker policy.
- They will be responsible for the systematic governance of psychological practice within the specified services.
- To work autonomously within professional guidelines. To supervise and support the psychological assessment and practice provided by other psychologists, psychological therapists and other clinical members of the service who provide psychologically based care and treatment and to provide clinical and professional leadership to appropriate clinical staff.



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- To plan, organise and contribute to the development, evaluation and monitoring of the team's operational policies and services, through the deployment of professional skills in research, service evaluation and audit, and to advise both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing

### **Communication**

- To communicate in a skilled and sensitive manner, complex and contentious information concerning the assessment, formulation and treatment plans of patients under their care and to monitor progress during the course of both uni- and multi-disciplinary care.
- To summarise and convey professional advice and guidance to staff and colleagues within Acute Services using a range of methodologies, and in situations where dispute and argument is to be expected.
- To prepare articles relating to the post holders work and undertake presentations within the service and to external agencies such as training courses and conferences as required by the service and agreed with their line manager.

### **Analytical and Judgemental Skills / Freedom to Act**

- To produce expert psychological formulations and advice involving complex facts or in situations requiring the analysis, interpretation and comparison of a range of options.
- To work as an autonomous specialist clinician, participating in regular clinical and managerial supervision, working at all times within professional guidelines and adhering to standards set out by the Health and Care Professions Council.
- To exercise judgement in how best to achieve specified goals, guided by principles and policies.
- To exercise autonomous professional responsibility for the assessment and treatment of complex clients whose problems are managed by psychologically based care plans.

### **Planning and Organisational Skills**

- The post holder will plan, organise and re-organise a broad range of complex activities or programmes, including the formulation and adjustment of plans and strategies to take account of changes in priorities. They will adjust work programmes to fit changes in the urgency of the clinical and managerial work that arises.
- To prioritise their own work, including any waiting lists held, advise others on how best to do this, and also to prioritise and organise that of any attached staff, trainees or assistants.
- To contribute to service planning and lead on service development projects independently or collaboratively with colleagues.

### **Physical Skills**

- The post holder will use well developed IT and driving skills routinely and frequently.
- To be MAPA trained in order to carry out clinical work appropriately and safely.
- To exercise highly developed skills in the use and presentation of formal assessment methods.



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## **Responsibility for Patients / Clients**

- To carry out specialist psychological assessments of patients referred to the service, based upon the appropriate use, interpretation and integration of complex psychological 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 patients, family members and others involved in the patients' care, in order to reach a psychological formulation of the patients' difficulties.
- To be responsible for holding and managing a clinical caseload and to exercise autonomous professional responsibility for the planning and prioritising of own workload and the assessment, treatment and discharge of patients within the bounds of the service operational policy.
- To formulate and implement plans for evidence based psychological treatment and/or management of a patient's mental health problems, based upon an appropriate conceptual framework of the patient's problems.
- To be responsible for implementing a range of complex psychological interventions for individuals, carers, families and groups, within and across teams employed individually and in synthesis, adjusting and refining psychological formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.
- To evaluate and make complex 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 contribute directly and indirectly to a psychologically based framework of understanding and care to the benefit of all clients of the service, across all settings and agencies serving the client group.
- To undertake highly complex risk assessment and risk management for individual patients and to provide advice to other professions on psychological aspects of risk assessment and risk management, including assessments of individuals who are frequently aggressive.

## **Policy and Service Responsibilities**

- To ensure HCPC registration is maintained, complying with Continuing Professional Development requirements to maintain registration.
- To ensure the development, maintenance and dissemination of the highest professional standards of practice, through active participation in internal and where appropriate, external CPD training and development programmes.
- To ensure the development and articulation of best practice in psychology within the service area and contribute across the service by exercising the skills of a reflexive and reflective scientist practitioner, taking part in regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of applied psychology and related disciplines.
- To contribute to the development of an open learning culture within the organisation, which supports clinical governance, innovation, and the provision of safe and effective services, in line with broad government and Department of Health and



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Social Care policies to tackle inequalities, improve public services and promote social inclusion, which involves users and staff, and values learning.

- To participate fully in the Trust's performance review and personal development planning process on an annual basis.
- 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.
- To work within agreed Trust policies and guidelines including adult and child protection guidelines and including health and safety regulations and policies.
- To receive instructions from, and carry out any other duties as reasonably requested/delegated by the Lead Consultant Clinical Psychologist.

### **Responsibility for Financial and Physical Resources**

- To exercise delegated responsibility for managing the psychological resources available to a team in the form of psychological materials employed in the assessment and treatment of patients and supervising additional band 7 and 8a qualified and unqualified psychology staff.

### **Responsibility for Staff**

- To provide specialist psychological advice, consultation, training and clinical supervision to other professionals in order to develop a psychological understanding on the basis of which to plan, implement and evaluate evidence based interventions for patients with complex needs.
- To provide consultation, mentorship, supervision and advice about psychological issues at a high level of professional expertise to other members of the team/service and other professionals working with service users, across a range of agencies/settings as appropriate.
- To provide clinical placements for trainee psychologists, ensuring that trainees acquire the necessary skills, competencies and experience to contribute effectively to patient care and to contribute to the assessment and evaluation of such competencies.
- Provide expert advice, consultation, training and clinical supervision to other members of the service.
- To provide clinical and professional supervision to qualified psychologists and psychological therapists in the service.
- To maintain and develop skills in the area of professional post graduate training and clinical supervision.

### **Responsibility for Information**

- To use computer and statistical packages, as required, to record, analyse, and to communicate information.



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- To produce reports, and/or to oversee the production of such reports, using statistical analyses and/or diagrams and charts, suitable to convey information to a range of others.
- To maintain and promulgate 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, Health and Care Professions Council and Trust policies and procedures.

### **Research and Development**

- To maintain an up to date knowledge of legislation, policy and developments in the provision of services relevant to the care group.
- To keep abreast of developments in the relevant professional area of expertise and pursue further training within resources available.
- Collaborate with managers, service users, carers and other stakeholders in the development of training and education specific to identified needs.
- To regularly contribute research and audit skills to the multidisciplinary teams, advising on methodology, and providing supervision as required.
- To regularly carry out audit and research projects.
- To use skills to share relevant research findings with colleagues, advising on any methodological issues involved.
- As a clinical supervisor, to be responsible for the research work carried out by doctoral trainees whilst on placement in Acute Services.

### **Physical Effort**

- To use IT and hold responsibility for equipment thereof for the following:
  - Recording of client contact information.
  - Data analysis, report writing and email communication
- Required to sit still, with limited movement, for hour long sessions.
- Required to utilise MAPA interventions as part of a team as required.

### **Mental Effort**

- To initiate project management, including complex audit and service evaluation, with colleagues within and across the service to help develop and improve services to patients and their families.
- Carry out complex multivariable data analysis.
- To be skilled in the use of complex methods of psychological assessment intervention and management frequently requiring sustained and intense concentration
- Car driving will be a requirement of this post.



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## **Emotional Effort**

- Working within a multidisciplinary context, with people in crisis or displaying high levels of risk the post holder will be required to address challenging team dynamics/conflicts of interests, restricted working environments or undertake generic roles and responsibilities.
- Will be required to communicate highly technical and clinically sensitive information to service users, families, carers and other professional colleagues both within and outside the NHS.
- Required to identify, provide and promote appropriate means of support to carers and staff exposed to highly distressing situations and severely challenging behaviours.
- Regular exposure to highly emotive material and challenging behaviour.

## **Mental Effort**

- Working with people in crisis or displaying high levels of risk will require the post holder to change the focus of what they are doing and attend to a different task.
- Clinical crises must be responded to, urgent meetings and initiatives will require a prompt response, whilst short and longer term deadlines will still need to be met.

Intense concentration is required in order to

- Develop, analyse, revise and comment on complex documents
- Focus on the needs of complex and possibly, risky patients on a 1-to-1 basis and in groups in a way that creates the climate required for change whilst managing risks
- Contribute actively to meetings including highly formal meetings such as Mental Health Review Tribunals.

## **Working Conditions**

- The post necessitates the post holder to travel regularly across city and county-wide services within the Directorate, across the Trust.
- Be required to use a computer daily.
- The post holder will be required to have a current full driving licence and have access to a vehicle for use during the working day.
- The post holder will be expected to work in health and community settings, hospital settings, patient's home or appropriate community setting in which the patient is most appropriately managed.
- The post holder will be required to work in or be exposed to the following:
  - Verbal aggression
  - Physical aggression
  - Risk of Physical Aggression

And on occasions may be exposed to:

- Unpleasant smells



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- Dust/dirt
- Bodily fluids
- Smoky environments

## **OTHER DUTIES**

1. The post holder will be required to use a computer, either a stand alone or as part of a networked system, and will be responsible for the quality of information. The amount of time spent on this type of work will depend on the job.
2. The Trust embraces the principles of Improving Working Lives and all staff will be required to adhere to the standards laid down in this initiative.
3. The post holder will be required to take part in an annual performance appraisal, where this job description will be reviewed, and objectives set.
4. The Trust has a No Smoking Policy that prohibits any smoking whilst at work.
5. To follow and adhere to the Trust's Health and Safety Policies and instructions and be responsible for your own and others health and safety in the work place.
6. The post holder is expected to contribute to the creation of a working environment where every one feels respected, valued and treated with dignity

This job description is not exhaustive and may be amended in consultation with the post holder. It should be reviewed whenever major changes have been agreed to the post and should be reviewed as part of the annual appraisal process to ensure it remains an accurate reflection of the duties and responsibilities undertaken by the post holder.

## **Safeguarding Children and Adults**

All Trust staff has a responsibility to ensure the safeguarding of children, young people and vulnerable adults. This includes attending statutory and mandatory training, adhering to local Safeguarding Children and Adults boards' policies and procedures and inter-agency guidance as identified in the Trust's Safeguarding policies and procedures.

## **Confidentiality**

Personal information and many of the duties of this post are of a confidential nature and disciplinary action will be taken if confidential information is divulged to inappropriate persons.

## **Data Protection Act**

All staff are reminded of their duties and responsibilities as employees under the General Data Protection Regulations (2018) and in particular to ensure that Personal Data is not negligently or unlawfully handled or disclosed to unauthorised persons.

## **Infection Control**

As an employee of Coventry and Warwickshire Partnership Trust you are responsible for protecting yourself and others against the risk of acquiring a Healthcare Associated Infection. All staff, clinical or non-clinical are expected to comply with infection control



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policies and procedures. You will attend the mandatory infection control training and updates as required by the Trust.

### **Environmental issues**

The Trust is committed to reducing its impact on the environment by preventing pollution, continually improving its environmental performance which increases the wellbeing of staff and patients. As a member of staff you are expected to adhere to policies to assist the Trust in meeting its environmental and sustainability targets.

Post holder's Signature

Date:

Post holder's Name:

Manager's Signature

Date:

Manager's Name



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## **Person Specification**

**JOB TITLE: Principal Clinical Psychologist**



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	<p>the full range of care settings, including outpatient, community, primary care and inpatient settings.</p> <ul style="list-style-type: none"> <li>▪ Experience of assessing and treating clients across the full range of care settings.</li> <li>▪ Experience of working together with service users to ensure that they are equal partners in service design, evaluation, research and training.</li> <li>▪ Experience of managing conflicting demands and deadlines</li> </ul>	<p>A/I</p> <p>I</p> <p>I</p>	<p>3</p> <p>3</p> <p>3</p>
<b>PERSONAL ATTRIBUTES</b> <i>(not covered by values)</i>	<p>Proven record of supervision and professional judgement appropriate to the role.</p> <p>Commitment to teamwork.</p> <p>Resilience</p>	<p>I</p> <p>A/I</p> <p>I</p>	<p>3</p> <p>3</p> <p>3</p>
<b>OTHER</b> <i>(Please specify)</i>	<p>Requirement to travel throughout the Trust.</p> <p>Requirement to work flexibly.</p> <p>Disclosing and Barring Service (DBS) to an enhanced level</p>	<p>A</p> <p>A</p> <p>A</p>	<p>3</p> <p>3</p> <p>3</p>



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