



SWANSEA BAY UNIVERSITY HEALTH BOARD

JOB DESCRIPTION

JOB DETAILS:

Job Title	Consultant Practitioner Psychologist
Pay Band	Band 8c
Division/Directorate	Mental Health
Department	Psychology

ORGANISATIONAL ARRANGEMENTS:

Managerially Accountable to:	Psychology
Reports to: Name Line Manager	
Professionally Responsible to:	

Our Values

In this Health Board we aspire to be driven by our values; where every person that works for us, regardless of their role, is expected to demonstrate the values of “caring for each other”, “working together” and “always improving”.

Job Summary/Job Purpose:

To have delegated responsibility, in consultation with the SBUHB Professional Lead for Psychological Therapy, for the professional leadership, planning, systematic provision and review of services for Traumatic Stress Psychology Services within SBUHB

To have responsibility for the professional leadership and management of psychologists, assistant psychologists and psychological therapists within Traumatic Stress Service, Psychology Services in the SBUHB

To establish ways in which broad clinical and professional policies should be interpreted, and be accountable for own professional actions

In collaboration with the SBUHB Lead for Psychological Therapy, devise, develop, interpret and implement discrete policies and service developments as required for the SBUHB Traumatic Stress Service and Psychology Service.

In collaboration with the Lead for Psychological Therapies and Traumatic Stress Wales develop psychological therapies provision and ensure clinical governance processes are in place and implemented in the SBUHB area

To carry a highly specialist clinical caseload of clients with complex and enduring mental health problems within SBUHB area

To provide clinical supervision to multi-disciplinary mental health professionals.

To provide highly specialist advice and consultancy on SBUHB Psychology issues, both within SBUHB and to outside agencies including Traumatic Stress Wales.

To ensure provision of clinical placements for Psychology doctoral training programmes and to provide individual supervised core and specialist placements.

To provide teaching and training for multi-disciplinary SBUHB staff and for Doctoral training programmes

DUTIES/RESPONSIBILITIES:**4.1 Clinical**

4.1.1 To provide highly specialist psychology services to individual SBUHB clients within the SBUHB area with complex and enduring mental health problems related to trauma, in various settings including where necessary in-patient facilities

4.1.2 To provide highly specialist psychology services and consultation in relation to psychological trauma to whole systems/communities in SBUHB including in Health and alongside and with multi-agency partners in particular Traumatic Stress Wales

4.1.3 To provide clinical assessments drawing on advanced specialist theoretical and practical knowledge of a wide range of psychological procedures and evidence-based practices and specifically related to psychological effect of Trauma

4.1.4 To provide psychological formulations, drawing on advanced specialist theoretical knowledge and experience of working with psychological effects of Trauma

- 4.1.5 In collaboration with the SBUHB Lead for Psychological Therapy, to develop, oversee and deliver evidence-based psychological therapies in the Traumatic Stress Service in SBUHB
- 4.1.6 To make appropriate clinical judgements, including where appropriate diagnoses, and formulations and decisions involving unique and highly complex facts or situations presenting within the traumatic stress service in SBUHB area, providing a foundation for the development of needs driven therapeutic interventions
- 4.1.7 To take a lead responsibility for clinical decisions which require the analysis, interpretation and comparison of a range of options, including where expert opinions may differ, in the Traumatic Stress Service in SBUHB
- 4.1.8 To communicate with clients, relatives and other professionals regarding highly complex condition-related, highly sensitive life-changing or contentious information, including where appropriate diagnoses, in the Traumatic Stress Service in SBUHB area. Significant barriers to acceptance and understanding may need to be overcome. This may be in situations which could be hostile, antagonistic or highly emotive, and requires the highest level of communication, interpersonal skills and empathy
- 4.1.9 To develop, implement and lead individualised and specialist psychological therapy interventions as appropriate to the service (e.g. Cognitive Behaviour Therapy, Dialectical Behaviour Therapy, Interpersonal Therapy, Psychoanalytic Psychotherapy, Eye Movement De-sensitisation and Reprocessing)
- 4.1.10 To prepare reports derived from systematic assessment and therapy, for a range of professional groups, including courts and other agencies as required. This will require the regular use of routine and specialist computer software e.g. Microsoft Word, Powerpoint, SPSS, WAIS Writer
- 4.1.11 To carry out assessments of risk (e.g. child abuse, suicide, harm to self or others). Such assessments carry considerable responsibility as errors could involve human and financial cost
- 4.1.12 To apply intense concentration and in-depth mental attention during therapeutic work requiring active engagement with individuals and groups, and whilst appearing as an expert witness at court, tribunals or formal hearings
- 4.1.13 To strategically plan, organise and deliver a broad range of complex activities or programmes, some of which may be long-term, e.g. strategic service developments, delivery of specialist training programmes for multi-disciplinary mental health professionals.
- 4.1.14 To maintain and update client records in accordance with SBUHB and professional guidelines
- 4.1.15 To be responsible for ensuring the integrity and proper evaluation of psychological interventions applied by other professionals working under the post holder's supervision, and provide advice/consultancy where required
- 4.1.16 To be responsible for responding to requests for psychological consultancy services to external agencies e.g. Social Services, charitable organisations
- 4.1.17 To be an active member of relevant multidisciplinary and multi-agency clinical and operational leadership and management meetings in the Traumatic Stress service nationally and in SBUHB
- 4.1.18 In common with all psychologists, the post holder will be accountable for their own clinical decisions and professional actions.

4.2 Service Management and Development

- 4.2.1 To have delegated responsibility for, and to advise the Lead for Psychological Therapies and Psychology Services regarding the provision, organisation, development and long-term strategic

planning of the Psychology Service in the defined area.

4.2.2 To have delegated responsibility for professional leadership and management and deployment of all Psychologists, Assistant Psychologists, Psychological Therapists and nurse specialists/accredited therapists within the Psychology Department in the defined area. Specifically, to have delegated responsibility for:

- Professional supervision (including caseload management)
- Personal Appraisal and Development Reviews.
- Ensuring appropriate clinical supervision arrangements and attendance
- Ensuring adherence to SBUHB Health and Safety policies and relevant professional guidelines, and referring staff to other relevant professional bodies if necessary
- Recruitment of Psychologists and Psychology Assistants in the Traumatic Stress Service and wherever possible accredited Psychological Therapists

4.2.3 To be responsible for identifying service needs and priorities within the Traumatic Stress service in SBUHB and ensuring that the Lead for Psychological Therapy Services is kept apprised of developments and gaps in service.

4.2.4 Together with the overall Lead for Psychological therapy to be responsible for developing, interpreting and implementing policies and service development strategies for mental health services and the Traumatic Stress Psychology Service for the defined area and within own clinical practice.

4.2.5 To deputise for the lead for Psychological Therapy as requested by the Lead for Psychological Therapy and Psychology Services

4.2.6 To have deputised responsibility for the interpretation of broad clinical, professional and organisational policies within the Traumatic Stress Service Psychology Service in [area, and advise the Head of [clinical service area] Psychology Services accordingly

4.2.7 To be responsible for implementing Clinical Governance initiatives within the Traumatic Stress Psychology Services for the SBUHB.

4.2.8 To provide information regarding Traumatic Stress Psychology Service activity within the defined area in accordance with the requirements of the SBUHB

4.2.9 To routinely communicate with, and provide professional advice and recommendations in relation to Traumatic Stress Psychology Services to the Lead for Psychological Therapy Psychology Services, and any other managers as required.

4.2.10 To be responsible for assessing equipment needs and requesting procurement, and for the safe keeping, maintenance and appropriate access to equipment used by the Traumatic Stress Psychology Service for the defined area.

4.2.11 To be responsible for keeping abreast of statutory and legislative developments, and adaptation of policies and practice in accordance with such developments as they apply to the field of Traumatic Stress service.

4.3 Teaching, Training and Supervision

4.3.1 To provide consultancy, clinical supervision, teaching and training to multidisciplinary SBUHB mental health staff regarding psychological assessment and therapy

4.3.2 To be responsible for ensuring provision of supervised core and specialist placements by the Psychology Service to Doctoral trainee psychologists in the defined area

4.3.3 To offer individual core and specialist placements and clinical supervision for Doctoral trainee Psychologists in the Traumatic Stress service, and to evaluate their professional and

clinical competence

4.3.4 To provide teaching and training on both clinical and professional issues on Doctoral training programmes

4.3.5 To advise regarding training programmes on Psychology curriculum content and development

4.3.6 To take part in the work of Doctoral training committees as appropriate (e.g. Board of Examiners, Training Committee), including the development of relevant policies as requested.

4.3.7 To develop information, teaching and training materials for SBUHB mental health service users, multidisciplinary staff and Psychology trainees.

4.4 Research and development activity

4.4.1 To be responsible for supervising Doctoral trainees and others conducting research projects relevant to Traumatic stress Psychology

4.4.2 To regularly monitor and evaluate evidence-based practice and the effectiveness of clinical assessments and interventions

4.4.3 To engage in research relevant to role and clinical practice, including leading clinical psychologists and other professionals in the Traumatic Stress Service and Traumatic Stress Wales in developing a culture of evidence based practice

4.4.4 To regularly collate, statistically analyse and prepare reports on data submitted by other psychologists or staff, or from existing records, as part of research projects or audit.

4.5 Finance

4.5.1 To advise The Lead for Psychological Therapy Service on budgetary issues e.g. staffing structure, use of non-staff budget within the Traumatic Stress Psychology Service for the defined area in conjunction with relevant service management structure

4.5.2 To have delegated responsibility for signing travel expenses, annual leave, sick leave forms and for compiling and forwarding procurement requisitions to the Lead for Psychological Therapy.

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	Good Honours degree in Psychology. Eligibility for BPS Chartered status. Registration with HCPC as a Practitioner Psychologist Post-graduate Doctorate in Psychology (or its equivalent) as accredited by the BPS Clinical supervision training for supervising Doctoral trainees Attendance at formal management and health leadership training programmes Doctoral level advanced specialist knowledge of clinical psychology theory and practice, psychological therapies and their application, neuropsychological and psychometric assessment and interpretation, research design and methodology, including complex multivariate data analysis as practised within clinical psychology Attendance at several taught post-graduate course and pursuit of supervised self- directed study in specialist field of Traumatic Stress Psychology Substantial experience of application of this knowledge Knowledge of legislation and its implications for both clinical practice and professional management in relation to Psychology Evidence of Continuing Professional Development as recommended by the BPS and HCPC	Advanced training in research design and methodology Record of publications in peer reviewed or academic or professional journals and/or books	Application form and pre employment checks
Experience	Appropriate experience of working as a qualified Practitioner Psychologist, including substantial		Application form and interview

	supervised post- qualification expertise and experience within Traumatic Stress Sufficient experience to demonstrate a level of competence to satisfy the assessment requirements of two BPS/DoH National Assessors in Psychology for entrance into Consultant Grade Additional specialist supervised training, research or study, specialist courses and clinical supervision		
Aptitude and Abilities	Ability to use highest level of interpersonal and communication skills, requiring empathy and reassurance, to convey and receive highly complex/sensitive information effectively in a highly emotive atmosphere, and ability to overcome psychological resistance to potentially threatening information, whilst maintaining high degree of professionalism at all times Ability to create and maintain effective working relationships Ability to work collaboratively in multi-disciplinary settings Ability to prepare and present clinical and academic material for lecturing/training purposes Ability to make clinical and service-related judgements involving highly complex facts requiring analysis, interpretation and comparison of several options Ability to evaluate critically research evidence relating to clinical effectiveness and service development and present findings to colleagues at all levels Ability to plan and organise a broad range of complex clinical or service-related activities and programmes, some of which may be long-term	Ability to speak Welsh	Interview

	Ability to formulate and implement policies and strategic long-term service developments with impact beyond the Traumatic Stress area of activity Ability to manage Psychologists, Assistant Psychologists, and provide leadership within Traumatic Stress Psychology Service Formal training in neuropsychological and psychometric assessment demonstrating ability to carry out complex simultaneous manipulation of test material, observations and data recording, and achieve required level of accuracy, speed and co-ordination <u>IT Skills</u> Computer literate Standard keyboard skills Ability to use routine and specialist computer software		
Values	Shows empathy and compassion towards others – a natural disposition to put yourself in someone else’s shoes. Sees and treats others as individuals (patient, families, colleagues) and treats people with dignity and respect. Shows resilience, adaptability and flexible approach as situations arise and positivity when times are tough. Shows respect for others’ views and appreciate others’ inputs and encourage colleagues to display our values. Motivated to use initiative to recognise problems and seek solutions whilst understanding the importance of empowering and enabling others (patients,		Application Form Interview References

	families, colleagues). Friendly and helpful disposition, awareness of how our own and others' behaviours impact on people's experiences and the organisation's reputation. Willing to seek out learning, give and accept constructive feedback and committed to continuous improvement.		
Other	<u>Freedom to Act</u> Ability to interpret and implement broad occupational and organisational policies Ability to develop and implement policies and service development strategies within the Traumatic Stress Psychology Service Ability to initiate discrete policy changes or service developments which impact beyond the Traumatic Stress Psychology Service Ability to adhere to BPS and HCPC Professional Guidelines and be accountable for own professional actions and decisions at all times Other requirements Able to work hours flexibly Ability to travel within geographical area.		Application form and interview

GENERAL REQUIREMENTS

Include those relevant to the post requirements

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** 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:** Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers 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.

- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.
- **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.
- **General Data Protection Regulation (GDPR):** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Regulation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment of any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.

- **Dignity at Work:** The organisation 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 HB/Trust Disciplinary Policy.
 - **DBS Disclosure Check:** In this role you will have * direct / indirect contact with* patients/service users/ children/vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau *Standard / Enhance Disclosure Check as part of the HB/Trust's pre-employment check procedure. *Delete as appropriate.
If the post holder does not require a DBS Disclosure Check, delete as appropriate.
 - **Safeguarding Children and Adults at Risk:** The organisation is committed to safeguarding children and adults at risk. All staff must therefore attend Safeguarding Children & Adult training and be aware of their responsibilities under the All Wales Procedures.
 - **Infection Control:** The organisation is committed to meet its obligations to minimise infections. 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 the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.
 - **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Job Title: Consultant Psychologist**Organisational Chart**

The Organisational Chart must highlight the post to which this job description applies showing relationship to positions on the same level and, if appropriate, two levels above and below.

Complete, add or delete as appropriate the text boxes below showing the organisational relationships.



