

## **CARDIFF AND VALE UNIVERSITY HEALTH BOARD**

### **JOB DESCRIPTION**

#### **JOB DETAILS**

**Job Title:** Highly Specialised Practitioner Psychologist (Clinical or Counselling)

**Band:** 8b

**Directorate:** Child Psychology, Community Child Health

**Base:** St David's Hospital

**Clinical Board:** Children and Women

#### **ORGANISATIONAL ARRANGEMENTS**

**Accountable to:**

1. Head of Specialty: Child (**Managerially**)
2. Head of Specialty: Child (**Reporting**)
3. Clinical Director, Psychology & Psychological Therapies (**Professionally**)

**Responsible for:**

Supervision of assistant psychologists, doctoral trainee clinical psychologists and other qualified clinical/counselling psychologists working in similar team settings.

#### **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 <b>compassion</b>
We trust and respect one another	Look for <b>feedback</b> from others on how you are doing and strive for <b>better</b> ways of doing things
We take personal responsibility	Be <b>enthusiastic</b> and take responsibility for what you do.
We treat people with kindness	<b>Thank</b> 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 <b>right thing</b> .

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 PURPOSE & SUMMARY**

- To provide a specialised psychology service to children and young people who are looked after and their families and carers.
- The post-holder will provide highly specialised individual psychological assessments, diagnostics and interventions for clients who are in various settings.
- The post-holder will offer advice and consultation on clients psychological care to the multi-disciplinary team and wider, and work autonomously within national and professional guidelines and the departmental policies and procedures.
- The post-holder will be required to supervise more junior members of the team and manage the clinical governance and development agenda as a service.
- The post-holder will play an important part in the growing team of specialists within the service.
- The post-holder will utilise research skills for audit, policy, service development and research within UHB guidance.
- To propose and implement policy changes within the areas served.
- This role will include design of services including highly complex psychological assessments, formulation and treatment of clients on an individual and group basis, multi-disciplinary work, consultancy work, liaison, research, teaching, training and supervision of Trainee Clinical Psychologists on placements, nursing staff and others.
- The post-holder is required to work autonomously planning and organising their own clinics and caseloads, balancing client work, teaching, training, consultation and service development to ensure an effective and efficient use of expertise.
- To offer supervision and teaching to doctoral trainee clinical psychologists as a lead supervisor.

### **DUTIES AND RESPONSIBILITIES**

#### **Clinical**

- To provide expert psychological advice, possibly where expert opinion may differ, to healthcare professionals on psychological aspects of care to clients receiving services from the developmental trauma service for children who are looked after .
- To work autonomously under the supervision of the Head of Specialty implementing an integrated approach with carers and professionals to provide highly advanced assessments and treatment packages.

- To be professionally and legally accountable for all aspects of all individual working within the management of patients in your care.
- Using highly specialist knowledge and theory of psychology and knowledge of developmental trauma to undertake highly advanced psychological assessments of clients. Subsequently to provide an accurate diagnosis and formulation, and a specialised programme of care.
- To collaborate and where needed lead inter-disciplinary treatment of individual clients, in keeping with current best practices.
- To conduct psychological therapies on an individual, couple and group basis, with clients who have highly complex psychological and emotional needs.
- Where appropriate to triage and refer to the most appropriate resources, using the above skills.
- To communicate highly complex information regarding assessments, formulation and resulting treatment plans to clients in a manner which is sensitive and takes into account their readiness and stage of motivation to change.
- To communicate highly complex information to other professionals involved in the care of the client, being mindful of issues of confidentiality and risk.
- To be skilful in containing and responding to highly sensitive and emotive clinical information.
- To be highly skilled in communicating with partners and professionals and informal carers of clients in joint or individual sessions conveying the psychological issues whilst maintaining respect and confidentiality of the client.

### **Teaching, Training and Supervision**

- To receive regular highly specialist supervision from a Consultant Clinical/Counselling Psychologist working in the field of Developmental trauma
- To source and develop additional highly specialist experience and skills relevant to the service.
- To teach trainee clinical psychologists on the South Wales Doctoral Training Course in Clinical Psychology.
- To provide highly specialist psychological teaching to the multidisciplinary professionals working within services for children and young people who are looked after. .
- To provide highly specialist advice, consultation and training to staff working with children and young people who are looked after.
- The post holder will provide highly specialist advice, consultation and training to local and national forums on developmental trauma .

### **Research and Development**

- To utilise theory, evidence based literature and current research to support good clinical practice, individual and group work, and develop highly specialist supervisory skills.
- To undertake appropriate research within UHB guidance and provide research advice to other staff undertaking research.
- To undertake complex audit and service evaluation within UHB guidance with clients and colleagues within the service to identify areas of unmet needs and inform decisions regarding service development.
- To utilise word processing programmes and statistical computer packages to analyse research and audit data.
- To present research and audit data at national conferences, to colleagues within the service and within the wider teams across Cardiff and Vale UHB.
- The postholder may be expected to disseminate audit and research findings by peer reviewed scientific publications.

### **Service Development and Improvement**

- To contribute to the development, evaluation and monitoring of the teams operational policies and services for the deployment of professional skills in research, service evaluation and audit.
- To advise both service and professional management of those aspects of the service where psychological and organisational matters need addressing.
- To manage the workloads of any attached Assistant and Trainee Clinical Psychologists within the framework of the team /services, policies and procedures.
- To be involved where appropriate in the short listing and interviewing of staff.
- To identify and take the lead in priority areas for development within the developmental trauma service for looked after children in consultation with the wider service.
- To work collaboratively and in partnership with the strategy lead in developing the service in line with the National Service and within the Welsh Government Expectations.

### **Professional Development**

- To partake regularly in activities related to Continuing Professional Development (CPD).
- In common with all clinical/counselling psychologists, the post-holder will receive regular clinical supervision in accordance with good practice guidelines.

## **Professional Requirements**

- **Post holders are required to maintain registration with the HCPC as a Practitioner Psychologist and to work within the HCPC standards of conduct, performance and ethics and other relevant guidance e.g. British Psychological Society.**
- The post-holder will be expected to assist the Head of specialty in certain circumstances.
- The post-holder will receive regular individual clinical supervision, and will participate in relevant group supervision where this is available locally.
- The post-holder will be expected to attend relevant Speciality and Directorate meetings as time permits, and to represent the Lead Consultant Psychologist where requested to do so.
- The post-holder will make a full contribution to the Directorate's Clinical Governance Programme.
- The post-holder will undertake appropriate Continuing Professional Development, and will keep themselves updated on developments within their specialist areas as agreed in their annual PADR and within directorate and HCPC guidance.

## **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.
- **Job Limitations:** 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 Act 1998 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.
- **Health & Safety:** The post holder is required to co-operate with the health Boards 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 required level of safeguarding children and adults training.
- **Infection Control:** The UHB is committed to meet its obligations to minimise infection. The post holder is required to comply with current procedures/policies for the control of infection, not to tolerate non-compliance by colleagues, and to attend training in infection control provided by the UHB.
- **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.
- **Code of Conduct:** All staff are required to comply, at all times, with the relevant codes of practice and other requirements of the appropriate professional organisations e.g. GMC, NMC, HCPC etc. or the All Wales Health Care Support Worker (HCSW) Code of Conduct if you are not covered by a specific code through professional registration. It is the post holder's responsibility to ensure that they are both familiar with and adhere to these requirements.
- **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 by others. The 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 any one who you may be working with. 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.

- **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.

**Date Prepared:** May 2017

**Prepared By:** Dr Jane Boyd

**Date Reviewed:** Oct 2019

**Reviewed By:** Dr Jenny Hunt

# CARDIFF AND VALE UNIVERSITY HEALTH BOARD

## PERSON SPECIFICATION

**Job Title:** Highly Specialised Practitioner  
Psychologist

**Department:** Child Psychology

**Band:** 8b

**Clinical Board:** Children and Women, Community  
Child Health

**Base:** St David's Hospital

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	<p>Good Honours degree in Psychology with eligibility for Graduate Basis for Chartership (GBC) with the BPS.</p> <p>Post-graduate Doctorate in Clinical/Counselling Psychology accredited by the HCPC (or its equivalent for those trained prior to 1996 as accredited by the BPS).</p> <p>HCPC registered as a practitioner psychologist</p>	<p>Post doctoral training/ experience in one or more additional specialised areas of psychological practice, particularly developmental trauma, looked after children.</p> <p>Evidence of peer reviewed publications, presentations at conferences, or similar contributions.</p>	<p>Application Form</p> <p>Certificate Check</p>



<p><b>EXPERIENCE</b></p>	<p>Substantial and demonstrable post-qualification experience of working as a HCPC Registered Practitioner Psychologist with experience working with children, young people and families.</p> <p>Experience of working with a wide variety of patient groups presenting with the full range of clinical severity across the full range of care settings including outpatient, community, primary care, in-patient and residential care settings and maintaining a high degree of professionalism in the face of highly emotive and distressing problems.</p> <p>Experience of exercising full clinical responsibility for clients' psychological care and treatment, both as a professionally qualified healthcare professional and also within the context of a multi-disciplinary care plan.</p> <p>Experience of teaching, training and professional and clinical supervision.</p> <p>Demonstrable evidence of significant specialist clinical supervision within a scientist-practitioner framework, including supervision, group supervision and case presentations.</p>	<p>Experience of working with service users as co-producers.</p>	<p>Application Form Interview References</p>
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<p><b>SKILLS</b></p>	<p>Skills in the use of highly complex methods of psychological assessment, intervention and management, frequently requiring sustained and intense concentration.</p> <p><u>Communication &amp; Relationship skills</u></p> <p>Ability to use highest level of interpersonal and communication skills to convey and receive highly complex/sensitive information effectively, requiring empathy and reassurance, in a highly emotive atmosphere and the ability to overcome psychological resistance to potentially threatening information, whilst maintaining high degree of professionalism at all times.</p> <p>Able to take responsibility for managing and providing a specialist service, or systematically providing part of a larger service.</p> <p>Skills in providing consultation to other professional and non professional groups.</p> <p><u>Analytical and judgment skills</u></p> <p>Ability to make clinical and service-related judgments involving complex facts requiring analysis, interpretation and comparison of several options.</p> <p>Ability to critically evaluate research evidence relating to clinical effectiveness and service development.</p> <p><u>Planning and Organisational Skills</u></p> <p>Ability to plan and organise a range of clinical or service-related activities and programmes.</p> <p>Ability to implement agreed policies and strategic long-term service developments.</p>		
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<p><b>SPECIAL KNOWLEDGE</b></p>	<p>Formal Training and supervision of other psychologists.</p> <p>Doctoral level knowledge of research design and methodology.</p> <p>Evidence of significant post-qualification continuing professional development as recommended by the HCPC and BPS.</p> <p>Ability to identify and provide support to carers and staff.</p> <p>Ability to develop and use complex multi-media materials for presentations in public, professional and academic presentations.</p> <p>Knowledge of relevant legislation.</p> <p>Well developed specialist knowledge of clinical/counselling psychology theory and practice, assessment, and the application of specialised psychological therapies related to the needs of children and young people who are looked after.</p> <p>.</p> <p>Specialist knowledge of psychometric test construction, development, validation, administration and clinical interpretation of the results.</p>	<p>Awareness of ethnic diversity issues.</p>	
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<b>PERSONAL QUALITIES</b>	<p>Respect for users of services and their carers.</p> <p>Willingness to supervise trainee clinical psychologists and other qualified clinical/counselling psychologists working in similar settings.</p> <p>Commitment to and interest in working with people with children and young people who are looked after.</p> <p>Commitment to working collaboratively with people living with and their carers to develop and improve services.</p> <p>Willingness to work as part of a team.</p> <p>Ability to work independently.</p> <p>Ability to make effective use of clinical consultation and appraisal.</p> <p>Willingness to participate in continuing professional development.</p>		
<b>OTHER</b>	<p>Requirement to undertake frequent exposure to emotionally distressing and traumatic situations.</p> <p>Computer literate</p> <p>Ability to travel between work sites in a timely manner.</p> <p><u>Physical skills</u></p> <p>Formal training in assessment</p> <p>Formal training in breakaway techniques</p> <p><u>Freedom to act</u></p> <p>Must be capable of working within organisational policies, and be accountable for own professional actions.</p>	<p>Ability to speak Welsh and willing to use in a work context.</p>	

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