



JOB DESCRIPTION TEMPLATE

JOB DETAILS:

Job Title	Clinical Psychologist
Pay Band	7
Hours of Work and Nature of Contract	Full time permanent
Division/Directorate	Mental Health and Learning Disability
Department	Clinical Psychology Services for Forensic and Rehabilitation
Base	To be completed on recruitment

ORGANISATIONAL ARRANGEMENTS:

Managerially Accountable to:	Head of Clinical Psychology for Forensic and Rehabilitation Services or delegated Clinical Psychologist
Reports to: Name Line Manager	To be confirmed on recruitment
Professionally Responsible to:	Head of Clinical Psychology for Forensic and Rehabilitation Services

Job Summary/Job Purpose:

To provide a specialised clinical psychology service to clients of the sector, providing specialised psychological assessment and therapy to clients.

To work autonomously in accordance with the British Psychological Society Code of Conduct, Ethical Principles and Guidelines 2004, and Health and Care Professions Council.

To implement and propose policy changes within the team.

To advise service and professional management on aspects of the service related to the team where psychological and/or organisational matters need addressing.

To provide professional and clinical supervision for designated staff, as appropriate.

To contribute to the training of trainee clinical psychologists and the training of other professionals.

To utilise research skills for audit, policy and service development, and research.

To act as a panel member in the recruitment of designated staff, as appropriate.

DUTIES/RESPONSIBILITIES:

1	Clinical
1.1	To exercise autonomous professional responsibility and be legally responsible and accountable for all aspects of professional practice, being guided by principles and broad occupational policies.
1.2	To provide specialised psychological assessments of clients referred to the team, based upon the appropriate analysis, interpretation and integration of data from a wide variety of sources.
1.3	To analyse, interpret and integrate complex assessment information where the data are often conflicting and incomplete.
1.4	To formulate plans for formal psychological therapy based on a number of provisional hypotheses derived from psychological theory and evidence based practice.
1.5	To be responsible for implementing a range of psychological interventions for individuals, carers, families and groups.
1.6	To adjust and refine psychological formulations and therapy options based on continual re-assessment of clients during therapy, monitoring and evaluating progress during the course of both uni- and multi-disciplinary care, in order to maximise the effectiveness of therapeutic interventions.
1.7	To be available to multi-disciplinary team colleagues for the provision of psychological advice and consultation on clinical practice.
1.8	To undertake risk assessment and risk management for individual clients and to provide case-related advice to other professionals on psychological aspects of risk assessment and management.
1.9	In highly sensitive clinical situations, to communicate, in a skilled and persuasive manner, complicated information about assessment, formulation and therapy plans with clients who may be confrontational, have major communication difficulties or be difficult to engage and maintain in therapy.
1.10	In consultation with manager(s), to develop and maintain the highest standards of professional practice, through active participation in internal and external CPD training and development programmes.
1.11	To contribute to the development and articulation of best practice in psychology within the team, by continuing to develop 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 clinical psychology and related disciplines.
1.12	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.
2	Service Management and Development

- 2.1 To implement policies and procedures within the team.
- 2.2 To propose changes to team working practices in order to improve service quality.
- 2.3 To make suggestions to service management on aspects of the service related to the team where psychological and/or organisational matters need addressing.
- 2.4 To act as a panel member in the short-listing and interviewing of assistant and graduate psychologists within the team, and other professional staff, as appropriate.

3 Teaching, Training and Supervision

- 3.1 To receive regular clinical, professional and managerial supervision and undertake appropriate Continuing Professional Development.
- 3.2 To provide clinical and professional supervision for assistant and graduate psychologists within the team, as appropriate.
- 3.3 To continue to gain post-qualification experience and skills relevant to clinical psychology and/or the service.
- 3.4 To contribute as appropriate to the supervision of individual cases for trainee clinical psychologists and other members of the multi-disciplinary team undertaking psychological therapy
- 3.5 To develop and provide pre- and post- qualification teaching of clinical psychology, as appropriate.
- 3.6 To provide training to staff across a range of settings and agencies, where appropriate.

4 Research and Development Activity

- 4.1 To undertake audit and service evaluation, with colleagues within the service, to help develop service provision.
- 4.2 To maintain specialised skills in the critical appraisal of relevant research literature, for the purposes of adhering to, and developing, evidence based practice.
- 4.3 To undertake appropriate research within the team.
- 4.4 To provide research advice to other staff undertaking research within the team.

5 Finance and Physical Resources

- 5.1 To observe a personal duty of care in relation to equipment and resources supplied by the Health Board.

6 Information Resources

- 6.1 To make appropriate notes of clinical sessions and accurately record and analyse observational data, psychological test results and research findings.
- 6.2 To use the computer as necessary for clinical work, including literature searches, word processing, developing and maintaining training packs, information leaflets, inputting data, e-mailing, report writing and other tasks for the efficient running of the service.
- 6.3 To provide the post-holders' line manager with an adequate data set of personal clinical activity and timesheet or other work record.

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<p>Qualifications and/or Knowledge</p>	<p>Good honours degree in Psychology.</p> <p>Eligibility for British Psychological Society Chartered status.</p> <p>Post-graduate Doctorate in Clinical Psychology (or its equivalent for those trained prior to 1996) as accredited by the British Psychological Society.</p> <p>Registration with Health and Care Professions Council as a Clinical Psychologist.</p> <p>Doctoral level advanced knowledge of clinical psychology theory and practice, psychological therapies and their application, neuropsychological and psychometric assessment and interpretation.</p> <p>Doctoral level knowledge of research design and methodology, including multivariate data analysis as practised within clinical psychology.</p> <p>Knowledge of relevant legislation and its implications for clinical practice.</p> <p>Evidence of Continuing Professional Development as recommended by the British Psychological Society and Health and Care Professions Council.</p>	<p>Knowledge of the theory and practice of specialised psychological therapies in specific difficult-to-treat groups (e.g. personality disorder, dual diagnoses and people with additional disabilities).</p>	<p>Application form/CV Interview CPD Log Pre-employment checks</p>
<p>Experience</p>	<p>Experience of specialist psychological assessment and treatment of clients across a wide range of care settings.</p> <p>Experience of working with a wide variety of client groups across the whole of the life span.</p>	<p>Experience of teaching, training and/or supervision.</p> <p>Experience of the application of clinical psychology in different cultural contexts.</p>	<p>Application form/CV Interview CPD Log Pre-employment checks</p>
<p>Aptitude and Abilities</p>	<p>The ability to demonstrate competence to work within the designated speciality.</p> <p>Well-developed skills in the ability to effectively communicate very complex, highly technical and clinically sensitive information, both</p>	<p>Ability to speak Welsh</p>	<p>Application form/CV Interview CPD Log Pre-employment checks</p>

	<p>orally and in writing, to clients, their families, carers and other professional colleagues both within and outside the NHS.</p> <p>Skills in providing consultation to other professional and non-professional groups.</p> <p>The ability to work collaboratively with a wide range of multidisciplinary colleagues.</p> <p>Capable of maintaining a high degree of professionalism and safe clinical practice in the face of regular exposure to highly emotive material and challenging behaviour.</p> <p>The ability to use a variety of complex multi-media materials for a range of purposes such as teaching and training.</p> <p>Capable of effective workload management when faced with competing demands.</p> <p>Basic IT skills.</p>		
Values	<p>Ability to demonstrate a range of qualities essential to the role, eg compassion, competence, communication, courage and commitment.</p> <p>Ability to work in accordance with the core organisational values.</p> <p>Commitment to maintain confidentiality of clinically sensitive materials and information and to handle personal information with sensitivity and discretion.</p> <p>Ability to demonstrate professional behaviours of the highest standard.</p>		<p>Application form/CV</p> <p>Interview</p> <p>Pre-employment checks</p>
Other	<p>Ability to travel within the geographical area.</p> <p>Ability to work hours flexibly.</p>		<p>Application form/CV</p> <p>Interview</p> <p>Pre-employment checks</p>
<u>GENERAL REQUIREMENTS</u>			

- **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. The post holder will be registered with the Health and Care Professions Council (HCPC) as a Clinical Psychologist, be eligible for registration with the British Psychological Society as a Chartered Clinical Psychologist, and is required to comply with HCPC and British Psychological Society's codes of professional conduct.
- **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. In common with all clinical psychologists, the post holder must seek and receive regular clinical supervision in accordance with good practice guidelines.
- **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. The post holder is responsible for updating their clinical knowledge by keeping abreast of new research, and undergoing additional skills training identified as part of their CPD/Personal Development Plan.
- **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 organisation'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.
- **Data Protection Act 1998:** 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 Data Protection Act 1998 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 (Data Protection Act) 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 HBto 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 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 and 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 Health Board's Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have direct 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 Enhance Disclosure Check as part of the Health Board's pre-employment check procedure. .
- **Safeguarding Children and Vulnerable Adults:** The organisation is committed to safeguarding children and vulnerable adults. All staff must therefore attend Safeguarding Children training and be aware of their responsibility under the Adult Protection Policy.
- **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 Infection Prevention & Control Policies and Procedures.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board 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: Clinical Psychologist

Organisational Chart



