

### **JOB DESCRIPTION**

**Job Title:** IAPT Low Intensity Trainee

**Band:** 4

**Responsible to:** Step 2 Lead

**Accountable to:** Service Manager, Merton Uplift

**Key Relationships:** Clinical staff in the Merton Uplift, Associate Director of Psychology and Psychotherapies (Merton), GPs, Practice Managers, voluntary sector, Community Pharmacists, Librarians, Adult Education Colleges and Public Health professionals within the CCG.

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### **Job Purpose**

This is a training role within the Improving Access To Psychological Therapies Programme (IAPT). The post-holder will work within the IAPT service providing high volume low intensity interventions whilst undertaking a programme of training for this role. The training post will equip the post – holder to provide range of cognitive behavioural therapy (CBT) based self management interventions to clients with mild to moderate anxiety and depression. The post- holder will work in the service for 4 days of the week using the newly developed skills whilst attending the training programme for the other day.

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### **Main Duties and Responsibilities**

#### **Clinical**

1. To accept referrals via agreed protocols within the service.
2. To assess and supports people with a common mental health problem in the self management of their recovery.
3. To undertake patient – centred interviews which identifies areas where the person wishes to see change and or recovery and makes an accurate assessment of risk to self and others.
4. To make decisions on suitability of new referrals, adhering to the department's referral protocols, and refer unsuitable clients on to the relevant service or back to the referral agent as necessary or steps-ups the persons treatment to high intensity.
5. To provide a range of information and support for evidence based high volume low – intensity psychological treatments. This may include guided self – help computerised CBT, information about pharmacological treatments. This work may be face to face, telephone or via other media.
6. To educate and involve family members and others in treatment as necessary. .
7. To adhere to an agreed activity contract relating to the number of client contacts offered, and clinical sessions carried out per week in order to minimise waiting times and ensure treatment delivery remains accessible and convenient.
8. To attend multi-disciplinary meetings relating to referrals or clients in treatment, where appropriate.
9. To complete all requirements relating to data collection within the service.

10. To keep coherent records of all clinical activity in line with service protocols
11. To work closely with other members of the team ensuring appropriate step-up and step-down arrangements are in place to maintain a stepped care approach.
12. To assess and integrate issues surrounding work and employment into the overall therapy process.

### **Training and Supervision**

1. To attend and fulfil all the requirements of the training element of the post.  
To apply learning from the training programme in practice.
2. To receive supervision from educational providers in relation to course work to meet the required standards.

### **Professional**

1. To ensure the maintenance of standards of practice according to the employer and any regulating, and keep up to date on new recommendations/guidelines set by the department of health (e.g NHS plan, National Service Framework, National Institute for Clinical Excellence).
  2. To ensure that client confidentiality is protected at all times.
  3. To be aware of, and keep up to date with advances in the spheres of treatment for common mental health problems.
  4. To ensure clear objectives are identified, discussed and reviewed with senior therapists on a regular basis as part of continuing professional development.
  5. To attend clinical/managerial supervision on a regular basis as agreed with Manager.
  6. To participate in individual performance review and respond to agreed objectives.
  7. To keep up to date all records in relation to Continuing Professional Development and ensure personal development plan maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.
  8. To attend relevant conferences/workshops in line with identified professional objectives.
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### **GENERAL:**

- This is not an exhaustive list of duties and responsibilities, and the postholder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager.
  - This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the postholder.
  - The postholder is expected to comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities and Confidentiality of Information.
  - The postholder is responsible for ensuring that the work that they undertake is conducted in a manner which is safe to themselves and others, and for adhering to the advice and instructions on Health and Safety matters given by Manager(s). If postholders consider that a hazard to Health and Safety exists, it is their responsibility to report this to their manager(s).
  - The postholder is expected to comply with the appropriate Code(s) of Conduct associated with this post.
  - South West London and St George's Mental Health NHS Trust operates a no smoking policy. The Trust has been smoke free since 01 January 2006.
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**Written/Updated by:**

**Post title:**

**Date:**

**Personal Specification**

**Job Title: Band 4 IAPT Low Intensity Trainee**

	<b>Essential</b>	<b>Desirable</b>	<b>How Tested</b>
<b>Training &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>Degree or equivalent academic ability; equivalence defined by clear evidence of education or training at a level equivalent to a degree such as:                             <ul style="list-style-type: none"> <li>a professional training or qualification of equal standing such as nursing (pre-degree), child care or non-health care qualifications</li> <li>educational experience at HND or higher level NVQ</li> </ul> </li> </ul> <p><b>or</b> demonstrate equivalent academic ability</p>	<ul style="list-style-type: none"> <li>Degree in a relevant subject such as psychology or social sciences</li> <li>Upper second class honours degree or higher</li> <li>Further training in relevant areas e.g. psychology, mental health care, nursing, social care, primary care, research design/ analysis</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> <li>References</li> <li>Proof of qualifications and professional registration if relevant</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Evidence of working with people who have experienced a mental health problem</li> </ul>	<ul style="list-style-type: none"> <li>Experience of paid work in direct care provision</li> <li>Experience of working or liaising with Primary Care Services</li> <li><b>Experience of working</b> in a service where agreed targets in place demonstrating clinical outcomes</li> </ul>	
<b>Knowledge &amp; Skills</b>	<ul style="list-style-type: none"> <li>An appreciation of the needs and difficulties of people with mental health problems (particularly anxiety and depression) and how they may present in primary care</li> <li>Broad understanding of mental health issues and the primary care context</li> <li>Broad understanding of audit, research and evaluation</li> <li>Excellent verbal and written communication skills, including telephone skills</li> <li>Able to communicate effectively in an emotive atmosphere</li> <li>Ability to communicate sensitive information to patients and colleagues</li> <li>Able to develop good therapeutic relationships with clients</li> <li>Ability to work both independently and within a team</li> <li>Good organisational skills</li> <li>Good computer skills: word processing and data processing</li> <li>Ability to evaluate and put in place the effect of training</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrates a knowledge of the issues surrounding work and the impact it can have on mental health</li> <li>Demonstrates an understanding for the need to use evidence based psychological therapies and how it relates to the post</li> <li>Ability to manage own caseload and time</li> <li>Received training (either formal or through experience) and carried out risk assessments within scope of practice</li> </ul>	
	<ul style="list-style-type: none"> <li>Able to attend a one day per week</li> </ul>	<ul style="list-style-type: none"> <li>Fluent in languages other than</li> </ul>	

Other	<p>course</p> <ul style="list-style-type: none"> <li>• Able to complete academic components of the course</li> <li>• Able to integrate training into practice</li> <li>• Ability to work within a team and foster good working relationships</li> <li>• Ability to use clinical supervision and personal development positively and effectively</li> <li>• Ability to work under pressure</li> <li>• Regard for others and respect for individual rights of autonomy and confidentiality</li> <li>• Ability to be self reflective, whilst working with service users, in own personal and professional development and in supervision</li> <li>• Able to work with diverse communities and within a multi-cultural setting</li> </ul>	English	
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