

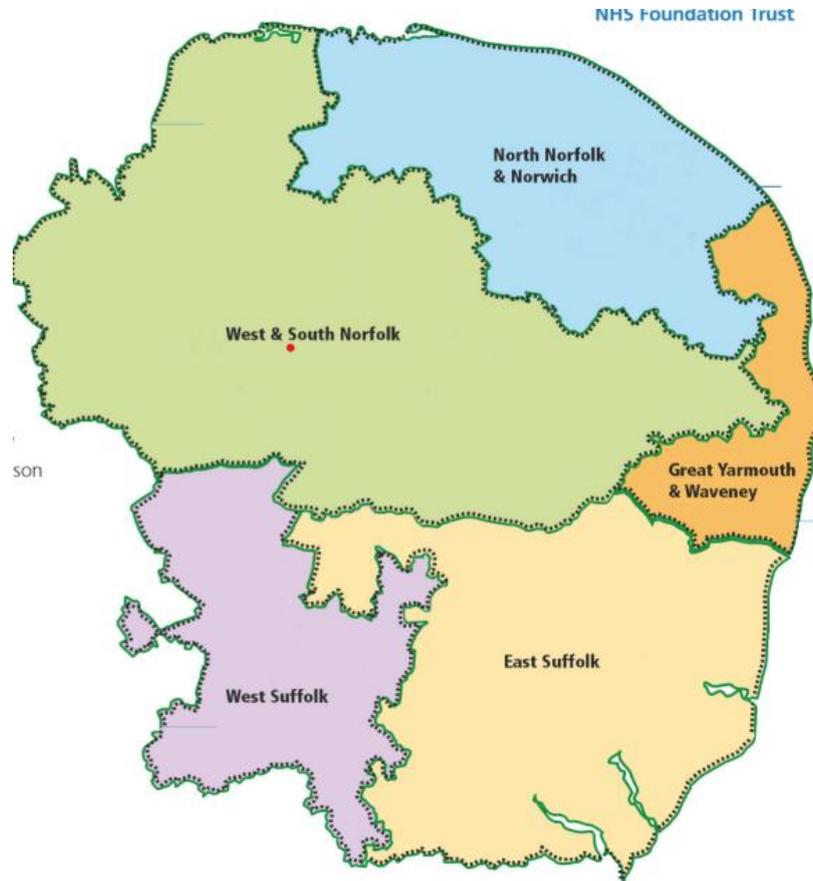
Consultant Psychiatrist

Job Description and Person Specification

Post and specialty:	<p>Consultant in Child and Adolescent Psychiatrist – Learning Disabilities</p> <p>This is a replacement post</p>		
Royal College of Psychiatrists approval details:	RCPsych Ref No: EASTERN-C-S-21-192 (Approved)		
Base:	The post holder will be based at either east (Ipswich), or west (Bury St Edmunds) Suffolk.		
Contract:	This is a substantive Part Time post		
	Total PAs: 6	SPA: 1.5	DCC: 4.5
Accountable professionally to:	Chief Medical Officer		
Accountable operationally to:	Clinical Director		
Key working relationships and lines of responsibility:	<p>Line Manager : Dr Kevin Beardsworth</p> <p>Locality Manager : Toni Scales</p> <p>Clinical Director : Dr Kevin Beardsworth</p> <p>Head of Service : Sarah Gibbs</p> <p>Chief Medical Officers : Dr Sohail Abrar & Dr Sarah Maxwell</p> <p>Chief Operating Officer: Thandi Matambanadzo</p> <p>Chief Executive : Caroline Donovan</p>		

1. Introduction

Norfolk and Suffolk NHS Foundation Trust was founded in January 2012 coming together from Norfolk & Waveney Mental Health NHS Foundation Trust and Suffolk Mental Health Partnership. The Chief Executive is Caroline Donovan and Chair is Zoe Billingham.



2. Trust details

Norfolk and Suffolk NHS Foundation Trust is the main provider of specialist mental health services for the counties of Norfolk and Suffolk, serving a population of 1.6 million people.

NSFT is a large organization covering a wide geographical area. These are divided into 'Care Groups', each covering areas previously known as localities. There are also Care Groups supporting children, family and young people's services, and specialist services, including Forensic mental health services. Each Care Group has its own Leadership team, with the aim of supporting clinically led decision making locally, to support the needs of people accessing services

The Trust provides mental health, drug & alcohol and learning disability services across Norfolk & Suffolk. The Trust believes in Whole life care and understands the importance of good physical health, maintaining relationships and achieving a balance between treatments and continuing an active life.

The Trust has inpatient facilities across both counties with smaller bases in rural locations. Many of the Trust's services are offered in the community, enabling service users to receive the support they need in an environment familiar to them.

Norfolk and Suffolk Foundation Trust provides a range of mental health and learning disability services across Norfolk and Suffolk. It has inpatient facilities across both counties and smaller bases in rural locations. Many of the Trust's services are offered in the community, enabling service users to receive the support they need in an environment familiar to them. The Trust is actively engaged with the local system focussed on implementing the vision of the NHS long term plan and the development of the

Primary Care Networks, enhancing the current crisis pathways and looking at opportunities to work collaboratively

Our clinical pathways include:

- Child and Adolescent Mental Health Services
- Perinatal Mental Health Community Service
- Youth Services
- Looked After and Adopted Children services (LAAC) and Compass services
- Perinatal infant mental health teams (PIMHS)
- Perinatal community mental health services
- Early Intervention in Psychosis
- Community Eating Disorder Service
- Neurodevelopmental Disorders
- Community Mental Health Services
- Adult Services including acute and recovery services
- Forensic and secure care
- Dementia and Complexity in Later Life
- Drug and Alcohol Services
- Learning Disability Services
- Wellbeing Service and Psychological Therapies

3. Service details

Service Overview

Community services for young people across Norfolk and Suffolk have changed since the reconfiguration of services across the Trust in 2012. They are now provided by the East and West Suffolk Children and Families teams who assess and treat young people up to the age of 14 years with mental health difficulties. This is planned to gradually revert to an under 18 service over the next year, to 2022. There are currently 5 Youth teams which provide assessment and treatment of young people between 14 and 25 years old who have mental health difficulties. The Early Intervention team provides an assessment and treatment service for young people from the age of 14 years who present with potential psychosis. Other services include a Community Eating Disorders Team who see those presenting with a primary eating disorder at any age, a CAMHS LD team and the East and West Under 18 ADHD service. The Connect Service provides a specialist service to Looked After Children and young people.

The Youth service was an exciting redevelopment of services across Norfolk and Suffolk to work with young people in a more engaging and young person's focused way, as well as concentrating on working more closely with partner organisations in the region. As the service returns to an under 18 service, the aim is to see people across the transition into adulthood to reduce the numbers who fall through the gap in services between CAMHS and AMHS teams. There is close liaison between the Child and Family Service and the Youth Service.

Inpatient Facilities

There are no child or adolescent inpatient beds based in East or West Suffolk. The Trust however, has an inpatient adolescent unit, The Dragonfly Unit, based in Lowestoft, which provides inpatient services across the Trust.

Other Adolescent beds are available in Colchester, Chelmsford, and Cambridge. The Croft Children's Unit in Cambridge offers inpatient facilities for children under the age of 14.

For Adult and Later Life Services, the inpatient beds in Suffolk are based in Bury St Edmunds and in Ipswich. There are inpatient facilities for those over the age of 18 years in both bases, as well as later life inpatient services. Both sites are in close proximity to general hospital and CAMHS services, east and west. CAMHS services are adjacent to community paediatrics services east and west.

Currently inpatient services for adults with a learning disability are based in Ipswich.

4. Local working arrangements

This is a 6 PA Consultant post in Child and Adolescent Psychiatry in the Learning Disability. It is a replacement post. It is based in Suffolk and was established as part of the commissioned service. The Pathway offers assessment to children and young people who meet the following criteria:

- Child has a diagnosed learning disability, or significant impairment of intellectual and social adaptive functioning (*which significantly impacts mental health presentation*)
- Assessment indicates that other services involved with the child are not able to meet the current need if there are not the skills or competence available
- Placement is in danger of breakdown and in need of specialised support. Specialist learning disability skills and knowledge are required for children with particularly severe, complex and enduring difficulties.

Children and Families will meet at least three of the following criteria, (*in addition to a history of chronic difficulties and unsuccessful interventions*)

- Complex physical health needs and medication
- More than one family member with a learning disability
- Compromised ability to parent
- Highly-risky behaviour (i.e. high frequency and impact)
- Urgent safeguarding issues (*i.e. More than one diagnosis, in addition to diagnosis of learning disability*)

The Suffolk Learning Disability Pathway comprises of:

- 1 x Consultant Child and Adolescent Psychiatrist 0.8 WTE
- Principal Clinical Psychologist 0.8 x8b
- Clinical Team leader
- Band 7 behaviour intervention nurse practitioner
- 2x band 6 Nurses
- 3 clinical support workers
- 2x secretarial wte

There is regular working alongside the intensive outreach service, that will assess, support and implement treatments in an intensive and assertive outreach manner, eg when families are in crisis with very troubled youngsters.

There is also a community learning disability service for children managed by the local authority and community paediatric team. They offer 'tier 2' behavioural interventions and psychosocial education in the first instance.

There is access to sensory assessments from occupational therapy via social services or education. SENSi is an east Anglian service with specifically trained Occupational therapists in both sensory assessments, and in the latest attachment theory (DMM). Many of our young people, especially those complicated by ASD will have had access to this service.

5. Continuing professional development

- The post holder will be expected to comply with the requirements for CPD, appraisal and re-validation from the Royal College of Psychiatrists and the General Medical Council. They will be encouraged to join one of the local peer review groups to do this and remain in good standing with the Royal College. The post holder will meet regularly (at least monthly) with the Clinical Director for supervision at a frequency to be determined by their level of clinical experience. They will also have access to a mentor if appropriate.
- Take an active role in training and teaching of staff from the Learning Disability Service Team and wider mental health services staff to improve their understanding and knowledge of latest evidence-based practice on Learning Disability.
- Take an active role in education of people from wider networks such as parents, carers, social workers, schools, colleges, youth centers, school nurses, GPs and other medical and pediatric colleagues to reduce stigma about Learning Disability and promote awareness, early detection, diagnosis and management of patients with Learning Disability for better prognosis.
- To educate and train primary and secondary care staff in early recognition and referral of LD patients to suitable services.
- Supervise and train junior medical staff. The Consultant Psychiatrist would be encouraged to take on clinical and educational supervisor roles. The Director for Medical Education for NSFT is Dr Somayya Kajee.
- Contribute to relevant education programs. An educational meeting for the medical staff takes place every Thursday online via MS Teams and Consultants are expected to present at these on a pro rata basis.
- Maintain CPD including the Trusts statutory and mandatory training.
- The post-holder will be entitled to ten days study leave per annum pro-rata. All requests for leave, whether funding is requested or not, will be considered by the Study Leave Committee, in keeping with the terms and conditions of service. Applications must be signed off by the appropriate lead clinician /Clinical director before submission. Consultants may have access to a study leave budget the normal cap of £800.
- There are several local CPD groups with peers within the Trust and the post-holder will be free to choose which group which meets their CPD requirements.

6. Clinical leadership and medical management

- The post holder is appointed as a senior professional in order to provide advanced professional expertise and clinical leadership. As such, the post holder is expected at all times to conduct him/herself in such a manner as to be demonstrably helping the Trust to deliver its strategic and business objectives, and to act as an ambassador at the interface with external partners and stakeholders. At no time must the post holder bring the Trust into disrepute.
- Additionally, the post-holder, as is expected from the holder of a senior public position, must at all times comply fully with the Nolan Principles and the Standards of Business Conduct.
- The post holder is being appointed to a post of clinical leadership and will, therefore, be expected to have, and to demonstrate, leadership qualities as set out in the Medical Leadership Competency Framework (NHS Institute for Innovation and Improvement and the Academy of Medical Royal Colleges)

- The post holder will undertake clinical management of patients seen within the team, at the level as is appropriate for a Consultant psychiatrist. This would include specialist diagnostic assessment in complex cases and development of evidence based, outcome focussed effective and agreed care plans in partnership with children and their families/carers.
- To provide the consultant role working in the team to manage risk for those patients with complex disorders and risky behaviours.
- To provide medical expertise within the multidisciplinary team, including Junior Doctors, CPNs, Psychologists and Social Workers in the assessment, diagnosis and treatment of referred patients; take part in team meeting, supervision and the development of the team.
- The post holder will provide support and advice to their non-medical colleagues working in the Teams when appropriate.
- The duties also include liaison with professional colleagues in primary care, secondary care and other psychiatric teams. The Consultant is expected to be trained in mental health and capacity legislation, and have a working knowledge of the Children Act, in order to meet the requirements of emergency work, community treatment orders and assessment of capacity.
- To work with partner organisations to develop multiagency working for inpatient care.
- To hold Responsible Clinician status, as defined within the Mental Health Act.
- The post holder will undertake, exceptionally, to perform additional duties in emergencies and unforeseen circumstances and to be available for such irregular commitments outside normal duties as are essential for continuity of patient care.
- The post holder would also be expected to participate in regular Clinical Supervision with peers to maintain standards of care and ensure Clinical Governance needs are met.

7. Appraisal and job planning

- The post holder will be expected to comply with the CPD requirements from the Royal College of Psychiatrists.
- The post holder will undertake annual appraisal in keeping with Trust and National guidance and Revalidation as required by the GMC.
- The post holder will comply with the Trust's agreed policies and procedures and will always practice in line with the Royal College of Psychiatrists publication '*Good Psychiatric Practice*' 2009 and the General Medical Council's '*Good Medical Practice*' 2013 and any subsequent revision of these publications. The post holder will remain in Good Standing with the Royal College of Psychiatrists.
- The Job Plan is subject to regular review, at least annually, by the post holder, and Clinical Director. This job description will form the basis of the initial Job Plan. This remains flexible and will be agreed with the successful applicant after appointment. The example is illustrative.
- If an individual has external responsibilities (for instance College examiner) this will be factored into the job plan. Individuals may have, or seek external duties outside of the Trust.

Such work might be local, regional or national and might involve work with the Royal College of Psychiatrists, Medical Schools, the Deanery / Schools, or other organisations. These can be discussed with the Locality Manager, Lead Clinician and if necessary the Medical Director and activities will be job planned.

- Special Interest sessions might be relevant for some applicants. These are agreed by negotiation with the Lead Clinician, provided it has relevance to the Locality/Service

8. Teaching and training

- Supervise and train junior medical staff. This would be as clinical supervisor for any junior colleagues working directly with the post holder in the Team. The postholder will be encouraged to achieve recognition as a clinical supervisor to a trainee doctor. Many Consultants take on Educational Supervisor roles for other trainees and successful applicants would be encouraged to pursue this role. The Trust supports consultants to undertake the required training for such a position and there are regular Educational Supervisor meetings held by the Suffolk Tutor to support the roles and allow for peer discussion of trainee progress and relevant issues.
- There is a Director of Medical Education for NSFT, Dr Somayya Kajee, who together with the Norfolk and Suffolk Clinical Tutors support the trainees in their placements and rotations. The Trust also has several individuals working at deanery level and having responsibility for organisation and management of higher training rotations.
- Successful applicants would also be expected to provide advice and support for junior colleagues on call or out of hours when on duty themselves, which covers the 0-18 age range. They may also be called upon for such support during the working day if another trainee/junior colleague requires this and is unable to access this supervision from their own clinical supervisor.
- Contribute to relevant in-house education programmes. In East Suffolk there is an in-house educational programme on Thursday afternoons. Those in East Suffolk occur in the Post Graduate Centre at Ipswich Hospital. Library facilities in the East are provided by Ipswich Hospital.
- Maintain CPD including the Trusts statutory and mandatory training.

9. Research

- Encourage and participate in appropriate research initiatives.
- The post holder will engage in Quality Improvement, audit and service evaluation.
- The Trust actively promotes research and the post holder will be supported in developing their research interests. There is also a robust Trust wide audit department.

10. Mental Health Act and Responsible Clinician approval

The post holder would be expected to be approved as a Responsible Clinician or be willing to undertake training to obtain Section 12(2) MHA and will be expected to renew this approval according to agreed procedures.

11. Secretarial support and office facilities

Secretarial facilities are shared with other members of the team. Administrative and secretarial support is available from the team administrator. The post holder will have their own office space and networked computers at the team base.

12. Clinical duties of post holder

The Consultant Psychiatrist will have the following responsibilities:

Clinical Responsibilities

- Developing an active leadership role in the multi-disciplinary Children's, Families, and Young Person's service (CFYP), in conjunction with the teams' manager and other senior staff.
- The diagnosis, management and treatment of children, adolescents and families. The Consultant will carry medical responsibility only for those patients on his/her own caseload and that of medical staff under his/her care.
- The Consultant is expected to provide clinical leadership and collaborate in systems of supervision and care management within the teams. Consultants leadership development is a priority within the directorate and consultants are encouraged to take on leadership roles and work closely with team managers to ensure team cohesion and quality services. The consultant is expected to be part of local team leadership via a 'triumvirate' model. This usually involves, consultant psychiatrist, team leader and other senior clinician from nursing or psychology (currently).
- The Consultant is required to work in conjunction with wider clinical leadership within the directorate- the Service managers, Head of Service and Clinical Team Manager within CFYP and the Clinical Director and Service Director for the wider directorate.
- The Consultant and team will support the single point of access for all appropriate referrals. All child mental health referrals currently go via a 'Hub.'
- The multidisciplinary teams, with the post holder and other Consultant Psychiatrists will endeavor to assess all emergencies referred to them within the day of referral. When necessary this will include responsibility for Mental Health Act assessment of patients.
- The Consultant Psychiatrist will work in partnership with the multidisciplinary teams for the clinical management of patients in relation to the care programme approach (CPA). This will include risk assessment, the assessment of the needs of carers, and the development of services to meet the needs of patients and families for which the teams are responsible.
- To liaise with Community Paediatricians, Adult Mental Health and other agencies dealing with the same population, such as Education, Social Services and Primary Care where children or adolescents may be treated.
- To support and develop Community Mental Health services for patients and their carers in the catchment area. The Consultant Psychiatrist will work with other Mental Health Practitioners, and other relevant agencies in the shared management of patients. He/she will be encouraged to develop services in line with the recommendations of the National Service Framework/NHS Plan modernisation programme.
- The Consultant will share responsibility for the effective use of inpatient beds when necessary, ensuring prompt admission and discharge of patients from his/her catchment area.
- Special clinical interests with the agreement of the Clinical Director and Consultant colleagues within the locality, the post holder may develop a specialist clinical interest which contributes to the priorities of the service of which the Consultant is part.

13. Training duties

- Take an active role in training and teaching of staff from the CAMHS Teams and wider mental health services staff to improve their understanding and knowledge of latest evidence-based practice.
- To educate and train primary and secondary care staff in early recognition and referral of CAMHS patients to suitable services.
- Supervise and train junior medical staff. The Consultant Psychiatrist would be encouraged to take on clinical and educational supervisor roles. The Director for Medical Education for NST is Dr Somayya Kajee.
- Contribute to relevant education programmes. An educational meeting for the medical staff takes place every Thursday online via MS Teams and Consultants are expected to present at these on a pro rata basis.
- Supervise and train junior medical staff. The Consultant Psychiatrist would be encouraged to take on clinical and educational supervisor roles.
- Discharge teaching, examination and accreditation duties as required including contribution to postgraduate and continuing education for medical, multi-disciplinary and other allied professions.
- Contribute to formal and informal teaching to medical students attached to the University East Anglia School of Medicine. The Trust lead for coordinating this is Dr Julian Beezhold. Students currently spend several days within the service and the post-holder will be expected to have them join clinics as appropriate. There are many opportunities within the Trust to contribute to other aspects of their training which can be discussed with the Lead Clinician as part of job planning and professional development.
- The Trust also hosts medical students attached to the St George's International School of Medicine based in Grenada
- The post-holder will be entitled to ten days study leave per annum pro-rata. All requests for leave, whether funding is requested or not, will be considered by the Study Leave Committee, in keeping with the terms and conditions of service. Applications must be signed off by the appropriate lead clinician /Clinical director before submission. Consultants may have access to a study leave budget the normal cap of £800.
- There are several local CPD groups with peers within the Trust and the post-holder will be free to choose which group which meets their CPD requirements.

14. Clinical governance and quality assurance

- Expected contribution to clinical governance and responsibility for setting and monitoring standards.
- Participation in clinical audit and other local assurance processes.
- Participation in service/team evaluation and the planning of future service developments.

15. Quality improvement

- Leads and manages a team in a way that supports the development of a culture of continuous improvement and learning.
- Utilises a quality improvement approach to think systemically about complex problems, develop potential change ideas and test these in practice using a systematic QI methodology.
- Empowers the team to resolve local issues on a daily basis using the tools and method of quality improvement without staff having to seek permission.
- Promotes awareness and understanding of quality improvement, and shares learning and successes from quality improvement work.

16. General duties

- To manage, appraise and give professional supervision to junior medical staff as agreed between consultant colleagues and the medical director and in accordance with the Trust's personnel policies and procedures. This may include assessing competences under the Modernising Medical Careers framework.
- To ensure that junior medical staff working with the post holder operate within the parameters of the New Deal and are Working Time Directive compliant.
- To undertake the administrative duties associated with the care of patients.
- To record clinical activity accurately and comprehensively, and submit this promptly to the Information Department.
- To participate in service and business planning activity for the locality and, as appropriate, for the whole mental health service.
- To participate in annual appraisal for consultants.
- To attend and participate in the academic programme of the Trust, including lectures and seminars as part of the internal CPD programme.
- To maintain professional registration with the General Medical Council, Mental Health Act Section 12(2) approval, and to abide by professional codes of conduct.
- To participate annually in a job plan review with the clinical manager, which will include consultation with a relevant manager in order to ensure that the post is developed to take into account changes in service configuration and delivery associated with modernisation.
- To work with local managers and professional colleagues in ensuring the efficient running of services, and share with consultant colleagues in the medical contribution to management.
- To comply with the Trust's agreed policies, procedures, standing orders and financial instructions, and to take an active role in the financial management of the service and support the medical director and other managers in preparing plans for services.

17. External duties, roles and responsibilities

The Trust actively supports the involvement of the consultant body in regional and national groups subject to discussion and approval with the medical director and, as necessary, the chief executive officer.

18. Other duties

From time to time it may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any reasonable proposed changes that the Trust might make.

19. Work programme

It is envisaged that the post holder will work 6 programmed activities over 3 days. Following appointment there will be a meeting at no later than three months with the clinical manager to review and revise the job plan and objectives of the post holder. The overall split of the programmed activities is 4.5 to be devoted to direct clinical care and 1.5 to supporting professional activities (as per the Royal College of Psychiatrists recommendation). The timetable is indicative only. A formal job plan will be agreed between the post holder and associate medical director or clinical manager three months after commencing the post and at least annually thereafter.

20. On-call and cover arrangements

The post holder will be expected to participate with the consultants out of hours on call rota together with other Consultant colleagues. The rota is currently 1:8 pro rata providing telephone advice. The current remuneration for the on-call duties is at 3% of the annual salary.

21. Wellbeing

At NSFT, we promote positive mental health and wellbeing in the workplace. A wide range of resources are available on the Trust intranet which is updated regularly. We provide all team members, an easy access to our Occupational Health service, with confidential referrals open to all. The team is contactable at Workplace Health & Wellbeing Level 1, 20 Rouen Road, Norwich, NR1 1QQ Main reception: 01603 287035 (www.workplacehealthandwellbeing.co.uk).

Our network of Wellbeing Champions is key in supporting staff health and wellbeing around the Trust. Wellbeing Champions let their colleagues know about new health and wellbeing initiatives and can organise wellbeing activities that suit their team.

The trust also organises Wellbeing walks and virtual physical activities for the staff. The trust also has a physiotherapy service for our staff's wellbeing. The team is contactable at the Physiotherapy Team telephone 01603 421321 (extension 6321).

All new doctors are encouraged to work with a mentor for first 6 months. All medical staff will have a clear job plan and it will be reviewed regularly to review the workload and ensure staff wellbeing too. NSFT is committed to health & wellbeing of its staff and recognises the importance of supporting individuals involved in a traumatic or stressful incident or needing support in general. Staff who have been involved in such an event may be affected both personally and/or professionally are made aware of what support is available to them in the short and longer term, both internally and externally. One such support is TRiM support. TRiM is a peer-led process that seeks to identify, assist, support and, if necessary, signpost people for further help when they may be at risk of psychological injury after experiencing a traumatic incident at work.

Sometimes we can feel overwhelmed, anxious or stressed whether that's caused by work or home issues or a combination of both. At NSFT, there is help and support available if this happens to you. One source of help is our new STRAW (Sustaining Resilience at Work) programme. NSFT also run a Staff Support line from Monday to Friday and that can be accessed by calling confidentially at 0300 123 1335. There is also support available for bereavement and pastoral care for our staff.

We're aware that financial issues can often be a cause of significant anxiety and stress for staff. As part of the wellbeing and benefits support available to staff, we have therefore partnered up with Eastern Savings and Loans. Eastern Savings and Loans is a credit union set up to support individuals requiring financial support without getting into financial difficulty through the high interest rates that many providers offer. In addition to loans, a savings scheme is available if you'd like to, for example, save for Christmas. Additionally, for staff who may not have a bank account, pay as you go debit cards can be offered. Eastern Savings and Loans are part of the Financial Services Compensation Scheme.

22. Contract agreement

The post will be covered by the terms and conditions of service for Hospital Medical and Dental staff (England and Wales) as amended from time to time. Contracts have been agreed with the BMA local negotiators, but individuals may wish to discuss this further before acceptance

23. Leave

As per National terms and Conditions. This is currently 32 days per year increasing to 34 after 7 years as a consultant in the NHS

Annual Leave / Study Leave

The post holder will be entitled to annual leave and study leave according to national terms and conditions. The post holder will have leave authorised by their team manager and ultimately the locality manager. Cover arrangements must be made before going on leave and notice given of that cover. The post holder would be expected to arrange with other psychiatry colleagues to secure this cover and would be expected to provide similar cover during periods of leave taken by colleagues. There is an allocation of £600 per annum study leave budget for each Consultant in the Trust.

Sick Leave / Compassionate Leave

The post holder will be entitled to national terms and conditions. The post holder would be expected to liaise with their pairing colleague before arranging non-urgent leave. For urgent sick/compassionate leave the post holder could expect their pair to provide nominal cover initially until appropriate arrangements can be made.

24. Visiting arrangements: Contact Dr Kevin Beardsworth kevin.beardsworth@nsft.nhs.uk

25 Suggested timetable

For a 0.6 WTE Consultant working in the Learning Disability team , the job plan could be:

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Direct Clinical Care Activities Attend MDT meeting (½ PA)	Direct Clinical Care Activities Review of patients and families at team base	Direct Clinical Care Activities Attend Team MDT meeting (½ PA)	SPA (½ SPA) Session CPD, peer group meetings, audit work , service development work Educational supervision if appropriate	

	<p>New Patient Assessment/ Review</p> <p>(½ PA)</p>		<p>Emergency Duty Rota</p> <p>(½ PA)</p>	<p>Direct Clinical Care Activities</p> <p>(½ PA)</p>	
PM	<p>Direct Clinical Care Activities (1 PA)</p> <p>Review of patients and families /meetings, liaison with stakeholders</p> <p>Includes 1 hour clinical administration</p>	<p>SPA Session (1 SPA)</p> <p>CPD, peer group meetings, audit work, service development work</p> <p>Educational supervision if appropriate</p>	<p>Direct Clinical Care Activities</p> <p>Review of patients and families / CPA / MDT meetings, liaison with stakeholders</p> <p>Includes 1 hour clinical administration</p>	<p>Direct Clinical Care</p> <p>(1 PA)</p> <p>Includes clinical supervision of trainee psychiatrists etc</p>	

26. Equality and Diversity

“We want everyone to live their hopes, dreams, and aspirations. Whether you’re a new or existing member of staff, a volunteer, or a bank or agency worker, our Trust wants you to feel involved in all aspects of our work and to have amazing opportunities.

We welcome people regardless of age, sex, disability, gender identity and expression, marital status, race, faith or belief, sexual orientation, socioeconomic background, and whether you are a carer, are pregnant or on family leave. Our staff networks are very important to us, and everyone is encouraged to join. They provide peer support and safe spaces, making sure all voices can be heard and that every voice is valued. Our networks include: Ability (for staff with disabilities), Autism Group (a part of the Ability Network), Black and Minority Ethnic (BME), Carers, Faith Spirituality and Belief, Out and Proud (LGBT+), Lived Experience (Mental Health), Women's”

SPECIFIC CLAUSES

TRUST VALUES AND BEHAVIOURS

To promote and adhere to the workplace values of NSFT.

Our values and behaviors were created by 1,300 staff members, service users and carers all working together in the Putting People First project.

They reflect what we all believe makes the most positive difference to the care we offer and to the way we work with one another. By ‘living our values’ we will develop our Trust, our people, and continue to improve the quality of everything we do.

Our values... Our behaviours... Our future

Working together for better mental health...

Positively...



Be proactive...
Look for solutions, think creatively and focus on what we can do

Take pride...
Always do our best

Take responsibility...
Plan ahead, be realistic and do what we say we will

Support people to set and achieve goals...
And be the best they can

Recognise people...
Their efforts and achievements, and say thank you



Respectfully...



Value everyone...
Acknowledge people’s unique experiences, skills and contribution

Step into other people’s shoes...
Notice what’s actually happening

Take time to care...
Be welcoming, friendly and support others

Be professional...
Respect people’s time and be aware of our impact

Be effective...
Focus on the purpose and keep it as simple as possible

Together...



Involve people...
Make connections and learn from each other

Share...
Knowledge, information and learning

Keep people updated...
With timely, open and honest communication

Have two-way conversations...
Listen and respond

Speak up...
Seek, welcome and give feedback

REGISTERED HEALTH PROFESSIONAL

All staff that are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure that they are familiar with and adhere to these requirements.

RISK MANAGEMENT/ HEALTH & SAFETY

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures as laid down by the Trust. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice.

RECORDS MANAGEMENT

The post holder has responsibility for timely and accurate record keeping where appropriate and in line with professional guidelines.

The post holder has responsibility for the creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and other relevant statutory requirements. Training will be provided in appropriate information management for the post.

SUSTAINABILITY

Carbon reduction and sustainable development are issues that impact on the lives of everyone and it is expected that all staff will commit to the principles of carbon reducing behaviors and sustainable development to ensure that resources are used efficiently, our carbon footprint is reduced and health services continue to improve.

SAFEGUARDING

The NSFT expect that all staff will maintain statutory and local compliance to competency based training in relation to Safeguarding Children and Adults as outlined in Children Act 1989/2004, Working Together to Safeguard and Promote the Welfare of Vulnerable Children 2010 and No Secrets 2002.

CONFIDENTIALITY

The post holder is required to maintain confidentiality of information in accordance with professional and Trust policy. 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 their duties.

TRAVEL

The postholder is expected to be able to travel independently to their usual work base and may also be required to travel between sites. Standard users will claim mileage using the Trust electronic expense system. Those using public transport will be expected to travel at standard rates. Staff who have any special travel requirements owing to disability, should discuss these needs with their line manager so that reasonable adjustments can be made.

This job description and supportive information is not intended to be definitive or restrictive but to give a broad view of the role generally and is subject to change in order to meet needs of the service.

Appendix 1: Sample person specification/selection criteria for consultant

Abbreviations for when assessed: Scr: Screening prior to short-listing

SL: Short-listing from application form

AAC: Advisory Appointments Committee

Ref: References

Pres: Presentation to AAC panel

As an Equal Opportunities employer, the Trust welcomes applications from candidates with lived experience of mental health issues.

	ESSENTIAL	WHEN ASSESSED	DESIRABLE	WHEN ASSESSED
QUALIFICATIONS	MB BS or equivalent medical qualification.	Scr	Qualification or higher degree in medical education, clinical research or management.	SL
			MRCPsych	Scr
			Additional clinical qualifications.	SL
ELIGIBILITY	Fully registered with the GMC with a licence to practise at the time of appointment.	Scr	In good standing with GMC with respect to warning and conditions on practice	Scr
	Included on the GMC Specialist Register OR within six months.	Scr		
	Approved clinician status OR able to achieve within 3 months of appointment	Scr		
	Approved under S12 OR able to achieve with 3 months of appointment	Scr		
TRANSPORT	Holds and will use valid UK driving licence OR provides evidence of proposed alternative.	Scr		

	ESSENTIAL	WHEN ASSESSED	DESIRABLE	WHEN ASSESSED
CLINICAL SKILLS, KNOWLEDGE & EXPERIENCE	<p>Excellent knowledge in specialty</p> <p>Excellent clinical skills using bio-psycho-social perspective and wide medical knowledge</p> <p>Excellent oral and written communication skills in English</p> <p>Able to manage clinical complexity and uncertainty</p> <p>Makes decisions based on evidence and experience including the contribution of others</p> <p>Able to meet duties under MHA and MCA</p>	<p>SL, AAC, Ref</p> <p>SL, AAC, Ref</p> <p>SL, AAC, Ref</p> <p>AAC</p> <p>AAC</p> <p>AAC</p>	<p>Wide range of specialist and sub-specialist experience relevant to post within NHS or comparable service</p>	<p>SL, AAC</p>
ACADEMIC SKILLS & LIFELONG LEARNING	<p>Able to deliver undergraduate or postgraduate teaching and training</p> <p>Ability to work in and lead team</p> <p>Demonstrate commitment to shared leadership & collaborative working to deliver improvement.</p> <p>Participated in continuous professional development</p> <p>Participated in research or service evaluation.</p> <p>Able to use and appraise clinical evidence.</p> <p>Has actively participated in clinical audit and quality improvement programmes</p>	<p>SL, Pres, AAC</p> <p>SL, AAC</p> <p>SL, AAC</p> <p>SL, AAC</p> <p>SL, AAC, Pres</p> <p>SL, AAC, Pres</p>	<p>Able to plan and deliver undergraduate and postgraduate teaching and training relevant to this post</p> <p>Reflected on purpose of CPD undertaken</p> <p>Experienced in clinical research and / or service evaluation.</p> <p>Evidence of achievement in education, research, audit and service improvement: awards, prizes, presentations and publications.</p> <p>Has led clinical audits leading to service change or improved outcomes to patients</p>	<p>SL, AAC</p> <p>SL, AAC</p> <p>SL, AAC</p> <p>SL</p> <p>SL, AAC</p>