

# Senior Practitioner Psychologist job description and person specification

**Department:** Regional Hyperacute Rehabilitation Unit (RHRU)

**Division:** Medicine and Therapies

**Responsible to:** Consultant Clinical Psychologist in Neuropsychology

**Accountable to:** RHRU Head of Therapies

**Band:** Band 8a

**Hours:** 37.5

**Location\*:** Northwick Park Hospital

\*To meet the needs of the Trust's services you may be required from time to time to work at different locations to your normal place of work.

# Our vision and values

Our vision is quality **at our HEART**

## Quality...

**Delivering quality means consistently meeting requirements and exceeding expectations.**

We strive to deliver quality in everything we do – from the clinical care we provide and the employment opportunities we offer, to the support services and systems that underpin our care.

And in delivering high-quality clinical care, we mean services that are safe, effective, offer a good patient experience, are timely, equitable, and sustainable.

## ...at our HEART

**By placing quality at our heart, everything we do as an organisation should further our ability to deliver quality.**

This includes the people we hire, the skills our employees develop, the behaviours we celebrate, how we think and act, the investments we make, our systems and processes, and our organisational values.

Our vision also encompasses our **HEART** values, which were shaped and developed in 2017 by more than 2,500 employees as well as many patients. The values describe how we interact with each other and our patients and underpin everything we do and say to achieve our vision:

- ♥ **Honesty:** we're truthful, we're open, and we speak up
- ♥ **Equity:** we're kind and caring, we act with fairness, and we're understanding
- ♥ **Accountability:** we're professional, we strive for excellence, and we improve
- ♥ **Respect:** we're attentive and helpful, we're appreciative, and we act with empathy
- ♥ **Teamwork:** we involve others, we support our colleagues, and we set clear goals.

You can read more about our vision, values and objectives at [lnwh.nhs.uk/OWF](https://lnwh.nhs.uk/OWF).

# Our objectives

Our objectives set out how we plan to realise our vision. They offer our employees, partners and our communities clarity about what we will do.

- We will provide high-quality, timely and equitable care in a sustainable way
- We will be a high-quality employer where all our people feel they belong and are empowered to provide excellent services and grow their careers
- We will base our care on high-quality, responsive, and seamless non-clinical and administrative services
- We will build high-quality, trusted ways of working with our local people and partners so that together we can improve the health of our communities

You can read more about our vision, values and objectives at [lwh.nhs.uk/OWF](https://lwh.nhs.uk/OWF).

# Job Summary

The Regional Hyper-acute Rehabilitation Service includes a specialist in-patient neuro-rehabilitation unit (RHRU) based at Northwick Park Hospital in Harrow, and a community outreach service which spans a large area of London and the home counties.

It is a 24 bed unit and one of five of London's five Level 1 specialised neuro-rehabilitation services. It provides hyper-acute and post-acute, complex, specialised, in-patient rehabilitation, primarily for working age adults with severe complex neuro-disability, whose needs are beyond the scope of their local rehabilitation services. The RHRU covers a large supra regional area with a population in excess of five million.

Programmes include:

- Short term assessment and advice
- Hyper-acute rehabilitation - step down from high dependency units or intensive care units
- Post-acute intensive rehabilitation
- Complex disability management / care planning - including specialist support for patients in long term nursing home placements
- Assessment and management of patients in prolonged disorders of consciousness (PDOC)
- Support to patients requiring neuro-palliative intervention.

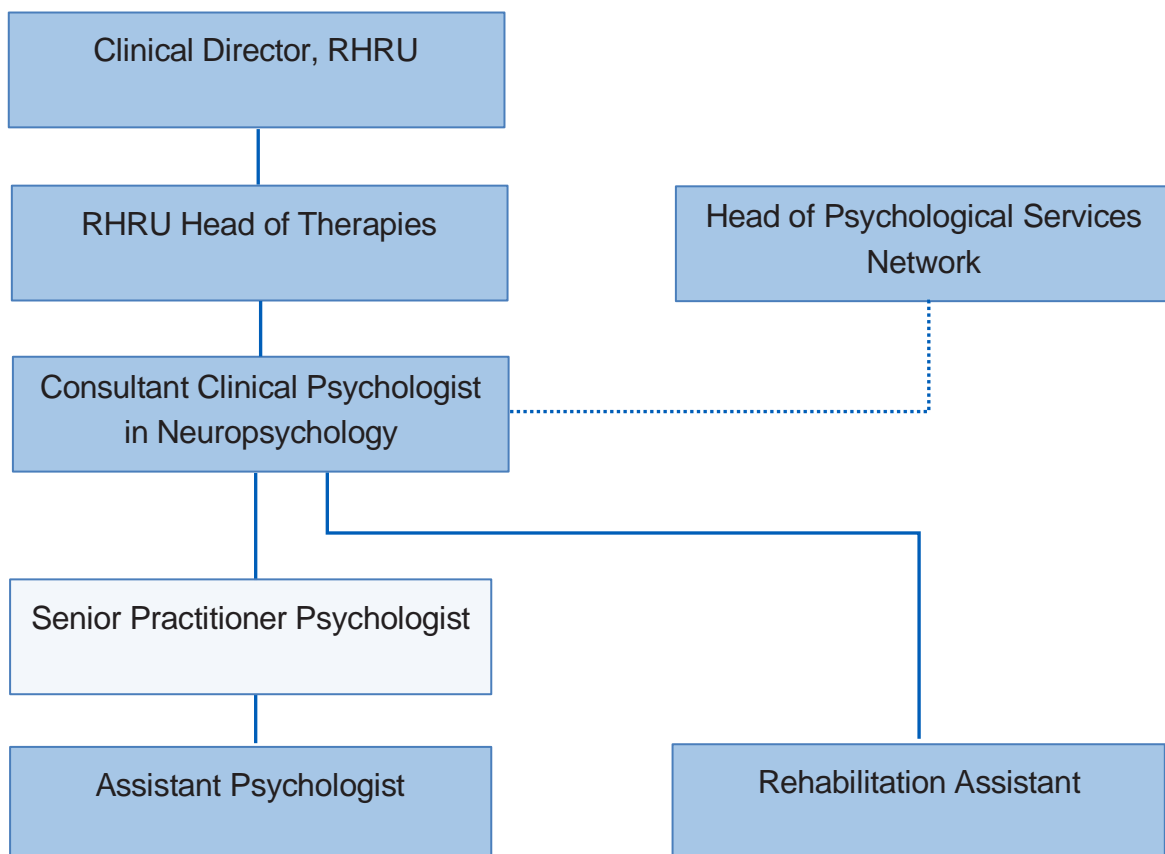
The RHRU Psychology Service operates within a highly integrative and interdisciplinary model of goal-orientated rehabilitation working collaboratively alongside patients, families and health and social care professionals including a 75-strong team of doctors, nurses and allied health professionals. Specifically, the post holder will:

- Provide a highly specialist psychology service to patients with acquired brain injury and their families including specialist assessment, treatment planning, implementation and monitoring of outcomes.
- Contribute to enabling other staff, service users and carers from diverse backgrounds to flourish by working to create a psychologically safe and informed environment.
- Initiate and collaborate in service evaluation, audit and research.
- Provide clinical supervision, consultation and training, functioning as a lead specialist in the provision of psychological care including neuropsychological assessment and rehabilitation

- Work as an autonomous professional within the guidelines and policies of the BPS, HCPC and LNWH, taking responsibility for interpreting policies within defined parameters.
- Agree outcomes/results with clinical/professional lead and to decide how they are best achieved.

Beyond the RHRU, the Psychology Service is part of the wider LNWH Psychological Services Network (PSN) that brings together psychological specialists from across the Trust. This role includes participation in the teaching, support and service development activities of PSN.

## Structure



## Key responsibilities

### Clinical Care

- Provide highly specialist psychological assessments, formulations and culturally appropriate interventions for RHRU patients and if required, their significant

others, including neuropsychological assessment and intervention, and specialist assessment of patients in prolonged disorders of consciousness.

- Exercise full responsibility and autonomy for the assessment, intervention and discharge of patients.
- Use autonomous judgement in relation to all professional practice, taking responsibility for one's own practice.
- Provide culturally appropriate psychological interventions with carers or families as required.
- Assess and monitor risk, and develop appropriate risk management plans.
- As required, act as a keyworker taking responsibility for initiating, planning and reviewing psychosocial care plans and as required, co-ordinating multidisciplinary meetings with professionals from within and outside of LNWH.
- Utilise formulation skills to provide psychological hypotheses at different levels of practice (individual, family, group and system). As appropriate, share these formulations with the wider MDT in an accessible and helpful format.

#### Team or Service Functioning

- Contribute to the effective working of the RHRU and to provide a psychologically informed framework for the wider RHRU team.
- As required, act as a keyworker, collaborating with MDT colleagues to ensure that care plans are developed, implemented and updated.
- Where direct clinical work is not indicated, guide and support colleagues from other disciplines (e.g., AHPs, nursing, medicine) to conduct assessments, co-construct formulations and deliver/monitor/refine psychologically informed interventions.
- Contribute to the Service's delivery of accessible and acceptable services to diverse local communities.
- Be proactive in challenging discrimination and support the development and delivery of inclusive and culturally competent services.
- Liaise with referrers, GPs and other professionals concerned with patient care in order to develop and review care plans.
- Advise other members of the MDT on specialist psychological care of patients and their significant others.
- Utilise theory and evidence-based literature to support service level formulation and intervention.
- Be familiar with and adhere to the RHRU's operational policy, highlighting issues that may detract from achieving Key Performance Indicators (KPIs), and contributing to regular reviews.

- Promptly implement management requests to deviate from normal working practices when variations in capacity (e.g., extended staff absence) and/or demand (e.g., increased volume of referrals) occur.
- Model reliability and punctuality. With the exception of unpredictable clinical emergencies, scheduling activities in a realistic fashion based on experience of the acute setting, and its culture. Sensitively promoting an understanding that consistency and predictability are important components of psychological safety.
- Develop and maintain a good working knowledge of clinical and operational structures/processes/developments within the wider healthcare team/service.
- Highlight concerns relating to staff wellbeing.
- Work within Trust and PSN guidelines, to contribute to staff support activities whilst maintaining appropriate boundaries (e.g., not providing formal 1-2-1 support to colleagues) and liaising with Occupational Health Psychology as appropriate.

#### Policy and Service Development

- Implement policies, procedures and standards in own area of work, and to propose improvements or beneficial changes.
- Contribute to the consultation and engagement of service users in planning and delivering services which meet the needs of local communities.
- Contribute to service development through undertaking and participating in project work as directed by the service lead.

#### Care or Management of Resources

- Take care of, and use carefully, the Trust's equipment and physical resources.
- Ensure that oneself has sufficient resources by estimating future needs and requesting or ordering supplies as needed.

#### Management and Supervision

- Be responsible for the allocation and/or clinical supervision of the work of less senior psychologists (pre and post accreditation) with support from a more senior psychologist.
- Supervise trainee psychologists within own area of specialism.
- Contribute to the appraisal of less senior psychologists as appropriate.
- Contribute to the recruitment of less senior psychologists as appropriate.
- Provide supervision for the psychological work of other multi-disciplinary staff as appropriate.
- As required, contribute to out-of-speciality PSN supervision.

## Teaching and Training

- Disseminate research and service evaluation findings through presentations and published articles.
- Undertake occasional teaching and training of pre and post-qualification psychologists and specialist training to other professions as appropriate.
- As required, provide specialist clinical placements for trainee practitioner psychologists and where appropriate, trainees/students from other psychological professions (e.g., counselling).
- Contribute to the development of the knowledge and skills base within the RHRU by maintaining an active awareness of current developments in applied psychology and neurorehabilitation as a medical/surgical specialty and by implementing knowledge gained in practice.

## Record-keeping and Information Governance

- Ensure that all information generated by own work is recorded in a timely fashion as required by Trust policies, local and PSN procedures/standards.
- Maintain the highest standards of clinical record keeping and report writing, according to professional, PSN and Trust guidelines, including electronic data entry.

## Research and Development

- Initiate, undertake, support and supervise regular complex service evaluation and audits.
- Initiate and carry out appropriate research.
- Provide expertise in a specialist research area contributing to the advancement of neuropsychological assessment and intervention approaches within acquired brain injury rehabilitation.
- Initiate and collaborate in the development and implementation of assessment and outcome measures, and assist other staff in the implementation of same.

## Maintaining Professional Standards and Continuing Professional Development

- Receive regular clinical and professional supervision from a more senior psychologist according to HCPC and PSN guidelines.
- Self-reflect in response to distressing or concerning circumstances and when needed, seek 'ad hoc' support and advice from clinical supervisor as part of good self-care.



- Ensure own Continuing Professional Development in line with BPS and Trust Personal Development Plan requirements and the HCPC 'Standards for Continuing Professional Development'.
- Maintain an up-to-date knowledge of current developments in professional and clinical practice and of relevant legislation and policies.
- Comply with the HCPC 'Standards of Conduct, Performance and Ethics' and 'Standards of Proficiency', and ensure professional development in line with these.
- Adhere to the BPS's Professional Practice Guidelines, Trust policies/procedures and adhere to PSN practice standards.
- Model self-reflection and the ability to incorporate this understanding when formulating and intervening at the individual, interpersonal and system level.
- Represent Psychology in a positive and professional manner at all times during interagency, multi-professional and external forums, networks and conferences.
- Actively engage with ongoing developments in information technology that can or could enhance clinical, service and professional activities.
- Identify relevant personal development needs in relation to information technology and agree appropriate educational plans with line management.

## General

- Participate in Trust/sector wide activities, reporting to the Head of Psychological Services, up to an annualised 5% of contracted working hours. With the exception of clinical emergencies, giving this work equal priority to all other aspects of the role.
- Travel to all LNWH hospital sites when required.
- Be aware of risk relating to aggressive and challenging behaviour amongst the client group, and follow Trust policies relating to its management.
- Respond appropriately and professionally to emotionally distressing situations and to support others involved in such situations.
- In exceptional circumstances (e.g., emergencies, significant incidents or public health crises) prioritise requests from the Head of PSN to contribute to Trust-wide clinical activities, supporting staff, patients or families.
- Actively network and liaise with other psychological specialists, locally and nationally, to maintain a good understanding of pathways, best practice and relevant clinical/service guidance.

# Additional responsibilities

## Information governance

In accordance with the Trust's privacy notice for employees, the Trust will hold computer records and personnel files relating to you which contain personal data.

The Trust will comply with its obligations under the General Data Protection Regulation and all other data protection legislation. The data the Trust holds will include employment application details, references, bank details, performance appraisals, holiday and sickness records, salary reviews and remuneration details and other records, (which may, where necessary, include special category data and criminal offence data relating to your health, data held for ethnic monitoring purposes, and regarding DBS checks).

The Trust requires such personal data for personnel administration and management purposes and to comply with its obligations regarding the keeping of employee records. The privacy notice sets out the Trust's legal basis for processing your personal data. Your rights of access to this data are prescribed by law.

You will familiarise yourself with the Trust's data protection policy which sets out its obligations under the General Data Protection Regulation and all other data protection legislation.

You must always comply with the Trust's data protection policy, and you agree that you will only access the systems, databases or networks to which you have been given authorisation.

The Trust will consider a breach of its data protection policy by you to be a disciplinary matter which may lead to disciplinary action up to and including summary dismissal.

You should also be aware that you could be criminally liable if you disclose personal data outside the Trust's policies and procedures. If you have any queries about your responsibilities in respect of data protection you should contact the Trust's Data Protection Officer.

## Information security

All staff must adhere to the requirements of the Trust's information security policy, which covers the deployment and use of all the Trust's electronic information systems (i.e. all computers, peripheral equipment, software and data). In serious

cases, failure to comply with the policy may result in disciplinary action and could also result in a criminal offence.

## Health and Safety at Work Act (1974)

You are required to take reasonable care for your health, safety and welfare and that of other people who may be affected by your actions or omissions. These responsibilities apply at all times whilst you are at work or on duty, and apply to all Trust premises, also whilst working in the community or on any other Trust business.

## Equal opportunities and equalities legislation

It is the policy of London North West University Healthcare NHS Trust that no user of service, present or future employee or job applicant receives less favourable treatment on the grounds of their sex, perceived or actual sexual orientation, marital status, race, religion or belief, age, creed, colour, nationality, national origin, ethnic origin, or disability, or on the grounds of their association with someone in one of these groups; nor is disadvantaged by any conditions or requirements which cannot be shown to be justified.

## Patient and public involvement

Section 11 of the Health and Social Care Act 2001 places a duty on NHS organisations to involve and consult patients, the public and other stakeholders in the planning and ongoing development of services. It is the responsibility of each member of staff, clinical and non-clinical to appropriately involve and consult patients, the public and other stakeholders.

## Risk management

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

## Corporate/clinical governance

It is the duty of every employee to fulfil their individual clinical governance responsibilities and their expected contribution to ensuring that the Trust complies with benchmarked standards for quality of clinical care.

## Infection control and hospital-acquired infection

Infection control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trust's infection prevention and control policies and make every effort to maintain high standards to infection control at all times thereby

reducing the burden of healthcare associated infections including MRSA. All staff have the following key responsibilities:

- staff must wash their hands or use alcohol hand rub on entry to or exit from all clinical areas and between each patient contact
- staff members have a duty to attend infection control training provided for them by the Trust
- staff members who develop an infection that may be transmissible to patients have a duty to contact occupational health.

## Safeguarding children and vulnerable adults

Everyone has a personal and a professional responsibility to identify and report abuse. The abuse may be known, suspected, witnessed or be limited to raised concerns.

Early recognition is vital to ensuring the patient is safeguarded and any other people (children and vulnerable adults) who may be at risk.

The Trust's procedures must be implemented, working in partnership with the relevant authorities. The sharing of information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

As an employee of the Trust, you have a responsibility to ensure that:

- a) you are familiar with and adhere to the Trusts procedures and guidelines for safeguarding children and vulnerable adults
- b) you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

## Staff commitment to patient care

You are expected to ensure that patients' needs, experience and safety come first and to treat patients, carers, visitors, and colleagues with dignity and respect.

## Health records

Clinical staff must keep accurate and clear information which is essential for the proper care of patients. Clinical and non-clinical staff who handle or use, case notes are individually responsible for the confidentiality, tracking, filing and good order of the case note at all times as outlined in the Medical Records Policy and the Information Lifecycle Management Policy.

For further information refer to Records Management Code of Practice via gov.uk.

## NHS constitution and code of conduct for managers

Staff are required to act in accordance with the legal duties and expectations relating to their responsibilities to the public, their patients and colleagues set out in section 3b of the NHS Constitution and pages 98-109 of the Handbook to the NHS Constitution. For Managerial staff, including anyone with supervisory responsibility, the core standards of conduct set out in the NHS Code of Conduct for NHS Managers (2002) or any subsequent amendments.

**This list is only an indication of the main tasks required to be performed. It is not an exhaustive list of duties and responsibilities and may be subject to amendments to take account of changing circumstances.**

**The Trust reserves the right that you may be required to undertake such other duties and/or hours of work as may reasonably be required of you commensurate with your grade at your normal place of work or from another location within the Trust.**

# Person specification

**Job title:** Senior Practitioner Psychologist

**Division/department:** Medicine and Therapies

Requirement	Essential	Desirable
<b>Education/ qualifications</b>	<ol style="list-style-type: none"> <li>1. Post-graduate doctoral level training (or its equivalent for those trained prior to 1996) in Clinical or Counselling Psychology as accredited by the BPS. Eligible for BPS Chartered Psychology Status.</li> <li>2. Registered with the HCPC as a Practitioner Psychologist, and evidence of continuing professional development as required by the HCPC.</li> <li>3. Additional training in a specialised area of psychological practice through formal post-qualification training (PG Diploma or equivalent), OR a combination of specialist short courses, or an evidenced portfolio of supervised practice-based learning in a specialist area of clinical practice, assessed by an experienced clinical supervisor to be of equal level to a Postgraduate Diploma.</li> </ol>	<ol style="list-style-type: none"> <li>a. PgDip in Applied/Clinical Neuropsychology</li> <li>b. Fulfilled the criteria for eligibility for inclusion on the BPS, SRCN.</li> </ol>
<b>Knowledge &amp; experience</b>	<ol style="list-style-type: none"> <li>4. Doctoral level knowledge of lifespan developmental models of adjustment and psychopathology, neuropsychology, and two or more distinct psychological therapies.</li> <li>5. <u>Advanced</u> knowledge of psychological assessment and clinical psychometrics.</li> <li>6. Doctoral level knowledge of psychological research methodology and complex statistical analysis.</li> <li>7. Doctoral level knowledge of the theory, evidence base <u>and practice of specialised psychological assessments and interventions</u> to this client group and service setting.</li> </ol>	<ol style="list-style-type: none"> <li>c. Experience of delivering staff support.</li> <li>d. <u>Experience of neuropsychological assessment in an MDT acquired brain injury rehabilitation context.</u></li> <li>e. <u>Record of publications in either peer reviewed, academic or professional journals/books</u></li> </ol>

	<p>8. Experience of carrying out <u>post-doctoral research, audit or service evaluation projects.</u></p> <p>9. Knowledge of legislation in relation to the client group, mental health issues, safeguarding, and discrimination.</p> <p>10. <u>Post-qualification</u> knowledge and experience that supports working with, and addressing issues of, diversity within local communities. Including a knowledge of factors affecting acceptability and accessibility of psychological care in a physical health setting.</p> <p>11. <u>Experience of working within a neurorehabilitation MDT context, providing specialist psychological assessment and treatment of clients with a range of psychological needs of a complex nature.</u></p> <p>12. <u>Experience of supervising assistant psychologists and/or other members of the psychological workforce.</u></p>	
<b>Skills, abilities and attributes</b>	<p>13. Select and administer specialist psychological assessments, interpreting and integrating complex data that require analysis, interpretation and comparison, drawn from several sources.</p> <p>14. Skilfully communicate complex and sensitive information with clients, carers and colleagues, adapting communication to ensure inclusivity, taking account of sensory, and emotional difficulties, cultural/individual differences and hostility to, or rejection of, information.</p> <p>15. Plan and schedule assessment and interventions for individual clients and groups and carers, and for meetings such as case reviews.</p> <p>16. Plan allocation of tasks to assistant psychologists.</p> <p>17. Be skilled in the administration of psychometric and neuropsychological tests,</p>	<p>f. Membership of relevant professional bodies and specialist interest groups (e.g., BPS, DCP, DCoP, DoN &amp; ACP).</p> <p>g. Contributing to the activities of relevant professional bodies and specialist interest groups (e.g. BPS, DCP, DCoP, DoN &amp; ACP).</p> <p>h. Experience in providing teaching and training to other</p>

	<p>including those that require complex manipulation of test materials.</p> <p>18. Ability to develop and use <u>complex multi-media materials</u> for presentations <u>in public, professional and academic meetings</u>.</p> <p>19. Demonstrate self-reflection and the ability to incorporate this understanding when formulating and intervening at the individual, group and system level.</p> <p>20. Able to recognise, analyse and weigh complex competing agendas.</p> <p>21. Ability to work effectively within a multi-disciplinary team, contributing to good team functioning and holding team roles.</p> <p>22. Ability to identify and employ mechanisms of clinical governance as appropriate.</p> <p>23. Ability to maintain concentration and to remain in restricted positions for long periods during observations, assessments and psychological interventions, and to deal with unexpected interruptions or changes during these.</p> <p>24. Ability to manage emotionally stressful situations such as witnessing traumatic events, working with victims of abuse or trauma, or with people who engage in severe self-harming or aggressive behaviour, including when aggression is directed towards the staff member.</p>	professional groups.
<b>HEART values</b>	<p>25. Demonstrate commitment to Trust HEART values: honesty, equity, accountability, respect, and teamwork.</p> <p>Demonstrate commitment to place Quality at our HEART</p>	

**Person specifications should be kept to a maximum of 25 bullet points**



## Job description and person specification drafted / amended by

- Name: Dr Patrick McKnight
- Designation: Consultant Clinical Psychologist in Neuropsychology
- Date: 10/04/2024