

<b>JOB DESCRIPTION AND PERSON SPECIFICATION FOR AGENDA FOR CHANGE BAND</b>	Band 7 Psychotherapist
<b>HOURS AND DURATION</b>	7
<b>AGENDA FOR CHANGE REFERENCE NUMBER</b>	As specified in the job advertisement and the Contract of Employment
<b>DBS LEVEL</b>	1482
<b>REPORTS TO</b>	Enhanced DBS with Adults Barred List Check
<b>ACCOUNTABLE TO</b>	Principal Adult Psychotherapist
<b>LOCATION</b>	Consultant Adult Psychotherapist
	The post holder will initially be based at the location specified in the job advertisement and the Contract of Employment. However, the Trust reserves the right, with consultation, to relocate post holders to any base within the Trust in line with service requirements.

#### **JOB SUMMARY**

- To work within the Dynamic Psychotherapy Service as a psychodynamic psychotherapist within professional guidelines and the overall framework of the Service's policies and procedures.
- To deliver the systematic provision of a specialist psychodynamic psychotherapy service to patients, taking referrals from all sectors of care.
- To utilise research skills for audit, policy and service development
- To offer advice and consultation to other mental health professionals.

## **MAIN DUTIES AND RESPONSIBILITIES:**

1. To demonstrate the Trust's values in everything you do in the work environment and live up the LPT Pledge
2. To be responsible in the use and expenditure of the Trust's resources that you utilise
3. Delivery of Effective Healthcare within the organisation

3.1 Be responsible for the management and treatment, by psychotherapy, of patients with severe and complex problems, and manage difficult emotional situations with sensitivity, skill and understanding. These patients will include those with severe and intractable difficulties including patients with personality disorders.

3.2 Manage, under supervision, the organisation of a complex clinical caseload (including arranging weekly consultations and a diary) in line with targets agreed with the Consultant Adult Psychotherapist.

3.3 Following the appropriate induction and training undertake specialised risk assessments and risk management with individual patients in line with the principles of psychodynamic psychotherapy and provide advice on aspects of risk to other clinicians and services, as necessary and based on psychoanalytic understanding.

3.4 Following the appropriate induction and training undertake specialist assessments of referrals for psychodynamic psychotherapy, under regular supervision, based upon knowledge, understanding, and the integration of psychoanalytic concepts and evidence-based practice, and awareness of the range of treatments available. This will involve:

- i) Determining whether psychodynamic psychotherapy would be an appropriate treatment,
- ii) When psychotherapy is deemed the treatment of choice, formulating a care plan that recommends a mode of treatment, i.e. group, individual, time- limited.
- iii) Communicating with patients, in a highly skilled and sensitive manner, information concerning the assessment, including formulations of the patient's difficulties and the basis for the treatment recommendations.
- iv) Consulting with and communicating to referrers and other clinicians a highly specialist psychodynamic formulation of the patients' difficulties, as well as making recommendations for their future management and treatment. Where this is appropriate, recommending alternative treatment and support, taking into account other treatment options and therapeutic models.
- v) To receive regular clinical professional supervision from a senior psychotherapist and, where appropriate, other senior professional colleagues.

#### 4. Establishing Effective Leadership and Communication

4.1 Participate in the policy and priority setting procedures of the service and in the formulation of its development plans

#### 5. Continuing Education, Professional and Personal Development

5.1 Undertake the Trust's corporate and local induction, and maintain your learning and compliance with training requirements for your role

5.2. Participate in supervision via agreed review and appraisal mechanisms

5.3 It is mandatory for all professionally qualified staff and clinical support staff to actively participate in clinical supervision as an integral part of their professional development.

#### 6. Clinical Governance, Reduction of Risk, Audit and Research

6.1 Assist in audit, research and development as necessary to the service.

6.2 Utilise theory, current literature and research to evaluate evidence-based practice in direct clinical work, supervision, teaching and consultations with other clinicians and staff groups.

6.3 Keep up to date with specialist research in the field of psychodynamic psychotherapy regarding the psychoanalytic understanding of human nature and development, and the principles of psychoanalytic practice.

6.4 Communicate, disseminate and share research information, as appropriate, with psychodynamic psychotherapists, and other clinicians, so that clinical practice is appropriately informed by current developments in the field.

6.5 Assist in the maintenance of a strong research culture in order to encourage the critical evaluation of practice.

#### 7. Management and use of Resources and Information

7.1 All records that the role is responsible for or modifies must be kept up to date and maintained in an accurate and diligent manner

#### 8. Operating with Quality in everything you do and Maintaining a Safe Environment

8.1 To maintain the highest professional standards

## **COMMUNICATION AND WORKING RELATIONSHIPS**

1. Communicate clearly and effectively with psychotherapists within the Service and other clinicians within the Trust and elsewhere on matters relating to the clinical care of patients, to ensure that high standards of assessment and treatment are maintained and that the requirements of clinical governance are met.
2. Work with the Consultant Adult Psychotherapist and the Management Team with regard to key issues such as service aims and objectives, service developments, and other operational issues to ensure the effective operation of the Service.
3. Co-operate and work with psychotherapists, supervisors and other colleagues to ensure that continuing professional development is effective and to progress to undertaking the responsibilities of a Senior Psychotherapist.
4. To keep abreast of developments in the field of NHS psychotherapy, to ensure that the highest standards of contemporary practice are adhered to and to contribute to the promotion and development of psychodynamic psychotherapy services both locally and nationally.
5. Liaise, as appropriate, and co-operate with administrative staff, with regard to the effective administration of the Service and its clinical work, and in order to ensure that Service procedures and processes are effectively adhered to.

## **ENVIRONMENTAL FACTORS**

### 1. Physical Effort

- 1.1. There is a requirement to sit for long periods of time in constrained positions during sessions with patients and also to spend time sitting at a desk on a daily basis

### 2. Mental Effort

- 2.1. Service users within the Specialist Psychological Therapy services have complex, severe and enduring mental health difficulties and may display aggressive and challenging behaviour and experience high levels of emotional distress.
- 2.2. Working with this client group necessitates frequent exposure to significant hazards that are an unavoidable part of the post. The post requires the provision of highly specialist psychological assessments and interventions in settings which may be in isolation of other workers. The Psychotherapist may encounter verbal and physical aggression and, more rarely, actual violence towards property and the person.

### 3. Emotional Effort

- 3.1 Service users may well experience intense emotions or at times be dissociated. The clinical work requires the post holder to maintain intense concentration, and proactive engagement using their understanding of self and other to contain disturbance. It is routinely emotionally demanding and frequently highly distressing.

#### 4. Working Conditions

4.1 Psychotherapist will be required to sit in restrained positions for the duration of appointments

The job description is not exhaustive and will be reviewed in the light of changing needs and organisational development. Any changes will be discussed with the post holder who may be required to carry out the duties appropriate to the grade and scope of the post.

# Our Pledge

"We are LPT; a values based Trust that delivers high quality integrated health and social care developed around the needs of our local people, families and communities. We want LPT to be a great place to work, where we have a culture of continuous improvement and recognition and where collective leadership empowers high performing, innovative teams." – **Dr Peter Miller, Chief Executive**

**Our pledge reflects our values and has been developed with staff and staff side representatives to make clear the expectations we have of each other in order for us all to deliver high quality, patient-centred care which is at the heart of everything we do.**

## As a **staff member** I will...

- Commit to doing the best I can
- Be loyal to and supportive of my organisation
- Be a team player
- Willingly share my ideas, knowledge and experience
- Continue to improve myself and my service for the benefit of our service users
- Be flexible and adaptable in my work
- Maintain high quality and high standards
- Embrace diversity and the richness it brings
- Take ownership of my work and be held accountable

## As an **organisation** we will...

- Provide opportunities for development and career progression
- Appreciate and recognise your contribution to our Trust
- Provide a safe and secure working environment
- Promote a culture that provides a happy and friendly work place for you and your team
- Give you the tools to do your job
- Support you to maintain a healthy work/life balance
- Listen to your views to inform our decision making
- Communicate with you in an honest, open and timely way

## As a **manager/leader** I will...

- Inspire a shared purpose and provide clarity of expectations
- Be visible, accessible and approachable
- Be supportive, open, honest and transparent
- Listen, hear and give a voice to all
- Value and celebrate the successes of my team and individuals
- Promote health and wellbeing within my team
- Give my staff freedom to act and encourage collective leadership



**Chair:**  
Cathy Ellis



**Chief Executive:**  
Dr. Peter Miller

## **ADDITIONAL INFORMATION**

The NHS is in a period of continuing change due to developments and rationalisation of services. This will lead to a modification of structures and job descriptions. The post holder will be expected to co-operate with changes, subject to consultation, at any time throughout the duration of their contract.

## **MOBILITY**

The person specification for the role will detail the mobility requirements of the post. However, employees may be required to work at any of the other sites within the organisation subject to consultation.

## **POLICIES AND PROCEDURES**

All staff should comply with the Trust's Policies and Procedures. It is the employee's responsibility to ensure that they are aware of the relevant Policies and Procedures for their area of work. Key Policies and Procedures will be explained as part of local induction arrangements

## **SAFEGUARDING CHILDREN AND ADULTS**

The Trust takes the issues of Safeguarding Children and Adults, and addressing domestic violence very seriously. All employees have a responsibility to support the Trust in its duties by adhering to all relevant national and local policies, procedures, practice guidance and professional codes; promptly reporting any concerns to the appropriate authority in line with safeguarding policy and guidance; attending mandatory training on Safeguarding children and adults; being familiar with individual and the Trust's requirements under relevant legislation.

## **MENTAL CAPACITY ACT**

All clinical staff will be aware of their responsibilities under the Mental capacity Act and will ensure that assessment for Deprivation of Liberty Safeguards is in place for any patient that is deemed to lack capacity to consent to their care and treatment.

## **MAKING EVERY CONTACT COUNT**

All staff are positively encouraged to contribute to improving health for themselves, their patients, service users and colleagues. This happens when, in everyday contact, the opportunity is taken to raise the subject of choosing better health by stopping smoking, reducing alcohol intake, eating more healthily and becoming more active. The Trust's Making Every Contact Count programme has further information.

## **HEALTH AND SAFETY**

It is the duty of all employees of the Trust to ensure that a safe working environment and safe working practices are maintained at all times. Any specific duties you are required to fulfil as part of the job you are employed to undertake will be detailed as part of your job description.

All employees must comply with the duties imposed on them by the Health and Safety at Work Act 1974, i.e.

- To take responsibility for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.
- To co-operate with their employer as far as is necessary to meet the requirement of the legislation.
- Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health and safety or welfare

These duties apply to all staff whenever and wherever they are engaged on Trust business.

## **DATA PROTECTION**

In line with national legislation, and the Trust's policies, you must process all personal data fairly and lawfully, for the specific purpose(s) it was obtained and not disclosed in any way incompatible with such purpose(s) or to any unauthorised persons or organisations, unless a lawful exemption applies.

The post holder must be familiar with and comply with the all Trust Policies on Data Protection, Confidentiality and Information Security and requests for personal information.

The post holder must be familiar with and comply with the Eight Data Protection Principles contained within the Data Protection Act 1998.

Personal Data must be:

- Processed fairly and lawfully
- Processed for specified purposes
- Adequate, relevant and not excessive
- Accurate and kept up-to-date
- Not kept for longer than necessary
- Processed in accordance with the rights of data subjects
- Protected by appropriate security
- Not transferred outside the EEA without adequate protection

## **CONFIDENTIALITY**

The Trust attaches the greatest importance to patient confidentiality and to the confidentiality of personal health data, personal data and other data held and processed by the Trust. All data should be treated as confidential and should only be disclosed on a need-to-know basis.

Some data may be especially sensitive and is the subject of a specific organisation policy, including information relating to the diagnosis, treatment and/or care of patients and service users, as well as individual staff records. Under no circumstances should any data be divulged or passed on to any third party who is not specifically authorised to receive such data. In addition, staff must not access personal information unless authorised to do so as part of their role.

Due to the importance that the organisation attaches to confidentiality, disciplinary action will be considered for any breach of confidentiality. All members of staff are expected to comply with national legislation and local policy in respect of confidentiality and data protection.

With the increased use of information technology and e-communications, staff should also be aware that safe guards are in place to protect the privacy of individuals when using these mechanism, both inside and outside of work. This includes the use of social media i.e. Facebook, Twitter, Snapchat etc. Where privacy is breached disciplinary action will be considered.

All employees should be mindful of the seven Caldicott principles when dealing with person identifiable information.

1. Justify the purposes of using confidential information
2. Only use it when absolutely necessary
3. Use the minimum that is required
4. Access should be on a strict need to know basis
5. Everyone must understand his or her responsibilities
6. Understand and comply with the law
7. The duty to share information can be as important as the duty to protect patient confidentiality

If there is any doubt whether or not someone has legitimate access to information, always check before you disclose.

## **EQUALITY AND DIVERSITY**

We aim to design and provide services and employment practices that meet the diverse needs of our service users and staff, ensuring that none are placed at a disadvantage over others. You will be expected to take into account the provisions of the Equality Act 2010 to advancing equal opportunity. You must act in your role to ensure that no one receives less favourable treatment due to their protected characteristics i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (gender) or sexual orientation.

In carrying out its functions, you must have due regard to the different needs of different protected equality groups in their area.

## **INFECTION CONTROL**

All employees have a responsibility to protect from infection themselves and other people, whether they be patients, other staff or visitors, as well as making all reasonable effort to reduce or prevent the risk of infection in their working environment. All staff have a duty to make themselves familiar with and comply with Infection Prevention and Control Policies and Procedures, carry out duties required by legislation such as the Health and social care Act 2008 (updated 2015) (and subsequent legislation), and to attend mandatory training relating to infection prevention and control.

## **COUNTER FRAUD**

Staff are expected to report any incidences of potential fraud to the Counter Fraud Helpline on 0800 028 40 60.

## **SMOKING AT WORK**

The Trust has a "Smoke Free Policy", which applies to:

- All persons present in or on any of the Trust grounds and premises
- All persons travelling in Trust owned vehicles (including lease cars) whilst on official business.
- Privately owned vehicles parked on Trust grounds or when transporting Service Users, Visitors on official Trust business.
- When wearing an NHS uniform.

## **ELECTRONIC ROSTERING**

'Our Electronic Rostering system is key to ensuring staff are in the right place with the right skills at the right time, to ensure we carry out this responsibility effectively; all LPT staff must adhere to the rostering standards and guidelines set out in the Electronic Rostering Policy, pertaining to their role'.

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
<b>Demonstrates a commitment to the Trust's Values</b>					
1.1 Compassion	3		x		
1.2 Trust	3		x		
1.3 Respect	3		x		
1.4 Integrity	3		x		
<b>Qualifications (Equivalent qualifications will be considered where their equivalency can be demonstrated)</b>					
<ul style="list-style-type: none"> <li>• <b>2.1</b> To have a recognised intermediate qualification in dynamic psychotherapy, or to be undertaking a recognised higher level psychotherapy training that would lead to eligibility for BPC/UKCP registration as a psychoanalytic psychotherapist</li> </ul>	3	X	X		
<ul style="list-style-type: none"> <li>• <b>2.2</b> Demonstrable competence to work in the mental health field</li> </ul>	3	X	X		
<ul style="list-style-type: none"> <li>• <b>2.3</b> To have undertaken a recognised qualification in one of the core mental health professions e.g. psychiatric nursing, clinical psychology, medicine, social work and occupational therapy; or a recognised qualification in psychotherapy</li> </ul>	3	X	X		
<ul style="list-style-type: none"> <li>• <b>2.4</b> Training in dynamic or psychoanalytic psychotherapy at intermediate training level or above, inclusive of a thorough theoretical education, and a wide range of clinical work, with supporting in depth supervision by a trained UKCP psychoanalytic or BPC</li> </ul>	3	X	X		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Appli- cation form	Intervi- ew	Test	Prese- ntation
psychoanalytic psychotherapist					

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
<p><b>Experience (both work and life related)</b></p> <p><b><u>Psychodynamic</u></b></p> <p><b>3.1</b> To have experience of offering a range of therapies, including brief and medium term work</p> <p><b>3.2</b> To have experience of holding a substantial weekly caseload of not less than 5 once weekly patients or equivalent group psychotherapy</p> <p><b>3.3</b> Experience of offering individual psychotherapy in a secondary care NHS setting</p> <p><b>3.4</b> An experience of personal therapy</p> <p><b><u>Other mental Health</u></b></p> <p><b>3.5</b> Substantial experience of working in a core mental health profession in the NHS and/or as a psychodynamic psychotherapist, psychodynamic counsellor. Or significant experience of working as a counsellor offering psychodynamic counselling, with a wide range of clinical work and in-depth psychoanalytic or psychodynamic supervision. and demonstrable competence to work in the mental health Including:</p> <p><b>3.6</b> Work within a variety of multi-disciplinary settings, offering NHS/voluntary/private treatment</p> <p><b>3.7</b> An understanding of when NHS psychotherapy is indicated and contra indicated</p>	<p>3</p> <p>3</p> <p>3</p> <p>1</p> <p>3</p> <p>1</p> <p>3</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
3.8 A knowledge of different mental health conditions and to understand the evidence base for psychodynamic psychotherapy	3	X	X		
3.9 A good understanding of the role of a psychotherapist in an NHS setting	3	X	X		
3.10 Risk assessment and a good understanding of how to implement a risk management plan	3	X	X		
3.11 Understanding of when care plans need to be revised or when continuing treatment may be contraindicated.	3	X	X		
3.12 Clinical work with patients drawn from a wide range of diagnostic groups.	1	X	X		
3.13 Training in and experience of working with a range of other therapeutic models.	1	X	X		
3.14 Clinical supervision of mental health clinicians.	1	X	X		
<b><u>Research, audit and clinical governance</u></b>					
Experience in:					
4.1 Participating in CPD activities	3	X	X		
4.2 Planning and undertaking of research and service audit projects or assisting others to do this	3	X	X		
4.3 Evaluating and researching the efficacy and practice of psychodynamic psychotherapy	3	X	X		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
<b>Knowledge and Skills</b>					
<b><u>Psychodynamic psychotherapy:</u></b>					
<b>5.1</b> Knowledge of the theoretical field of psychodynamic psychotherapy to intermediate level or above	3	X	X		
<b>5.2</b> Understanding the role of dynamic psychotherapy in a modern NHS mental health service	3	X	X		
<b><u>Other psychotherapies:</u></b>					
<b>5.3</b> Knowledge of and experience in providing other psychotherapeutic models of treatment	1	X	X		
<b><u>Mental Health</u></b>					
<b>5.4</b> Comprehensive knowledge of psychiatric diagnoses and treatments	3	X	X		
<b>5.5</b> Awareness of mental health provision in statutory and voluntary sectors	3	X	X		
<b>5.6</b> Knowledge of the role of other members of the care team	3	X	X		
<b><u>Other</u></b>					
<b>5.7</b> Knowledge of legislation and policy and their implications for clinical practice	3	X	X		
<b>5.8</b> Knowledge of audit and research methodologies	1	X	X		
<b><u>Clinical</u></b>					
<b>5.9</b> Capacity to provide psychodynamic psychotherapy to a full caseload of patients, including those with severe and complex problems	3	X	X		
<b>5.10</b> Capacity to organise and					

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
manage a complex caseload of patients who are suffering from severe difficulties and who require specialist psychodynamic psychotherapy under supervision	3	X	X		
<b>5.11</b> Contain and manage high levels of emotional distress and disturbance in self and others	3	X	X		
<b>5.12</b> Remain calm and maintain an empathic approach under pressure.	3	X	X		
<b>5.13</b> To recognise risk and appropriately manage risk assessment with disturbed patients.	3	X	X		
<b>5.14</b> Understand and interpret unconscious processes in a sensitive manner	3	X	X		
<b>5.15</b> Capacity to assess new referrals for psychodynamic psychotherapy if required under supervision.	1	X	X		
<b>5.16</b> To receive regular clinical supervision from a qualified psychotherapist and, where appropriate, other senior professional colleagues.	3	X	X		
<b>5.17</b> To undertake Mental Health assessments, screening tools and implement outcome measures under supervision	3	X	X		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
<b>Personal Attributes</b>					
<b><u>Communication</u></b>					
6.High level of ability to communicate, including:	3	X	X		
6.1 Communicating clearly, effectively and sensitively with patients, particularly when presenting highly complex and contentious issues	3	X	X		
6.2 Communicating effectively with colleagues, managers and others in both written and verbal forms,	3	X	X		
<b><u>Team Working</u></b>					
6.3 Demonstrates ability to work effectively as a team member and to fit into the existing clinical team Willing to co-operate with and provide support for other members of the clinical and administrative team	3	X	X		
6.4 Capacity to negotiate successfully with others	3	X	X		
6.5 Capacity to accept constructive criticism and work to resolve conflict	3	X	X		
6.6 Capacity to be appropriately assertive with others in a constructive manner	3	X	X		
<b><u>Clinical Governance</u></b>					
6.7 Capacity and willingness to work within the parameters of good practice in psychodynamic psychotherapy and in accordance with the policies and parameters of clinical governance	3	X	X		

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Application form	Interview	Test	Presentation
<b>6.8</b> Demonstrable commitment to own continuous professional development	3	X	X		
<b>6.9</b> Ability and willingness to undertake research, clinical and other audits independently or collaboratively in order to monitor and improve the service	3	X	X		
<b>6.10</b> Ability to prioritise and organise clinical responsibilities	3	X	X		
<b>6.11</b> Ability to cope with tight deadlines and to work under pressure	3	X	X		
<b>6.12</b> Self-motivated	3	X	X		
<b>Standard Requirements</b>					
Commitment to Equality & Valuing Diversity Principles	3	X	X		
Understanding of Confidentiality & Data Protection	3	X	X		
Understanding of the service users of the Trust (which could include lived experience of conditions the Trust deals with or of receiving services relevant to those the Trust provides)	3	X	X		
<b>Mobility</b> Own transport or suitable alternative. Dependence on public transport is not suitable for this role.		You must demonstrate how you would meet the stated mobility requirement on your application form			