



## Doctoral Programme in Clinical Psychology

### JOB DESCRIPTION – PSYCHOLOGY SERVICES TRAINEE CLINICAL PSYCHOLOGIST

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<b>Job Title</b>	- Trainee Clinical Psychologist
<b>Accountable to</b>	- Director of UEA Clinical Psychology Training Programme
<b>Grade</b>	- Trainee Psychologist, Agenda for Change Terms and Conditions, Band 6 (starting at Agenda for Change spine point 21)
<b>Hours Leave</b>	<p>The post holder will be expected to work on a full-time basis flexibly in line with the normal hours of operation required by the training programme and host placement.</p> <p>27 days per year, plus statutory holidays. Leave taken by arrangement with the Programme Director and supervisor</p>
<b>Locality/Department</b>	- Variable; dependent on current placement
<b>Termination</b>	Normally after 3 years. Registration for the Doctorate in Clinical Psychology is a condition of continued employment
<b>Base</b>	- Individually allocated
<b>Last updated</b>	- June 2017

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#### Job Purpose

- (1) To undertake and meet the requirements of a structured programme of learning including personal study, academic work, research, placement learning and assessment leading to the award of the Doctorate in Clinical Psychology.
- (2) To undertake and evaluate specialised psychological assessments, treatments and other types of clinical intervention with individual service users, carers, families, groups of service users, etc.; staff training; research and development activity.
- (3) To work independently on a day-to-day basis under supervision and subject to review at regular intervals, in accordance with Health & Care Professions Council (HCPC) and British Psychological Society (BPS) guidelines; supervision will usually be offered by a qualified clinical psychologist (although other qualified healthcare professionals may also contribute).

## Communication and Working Relationships

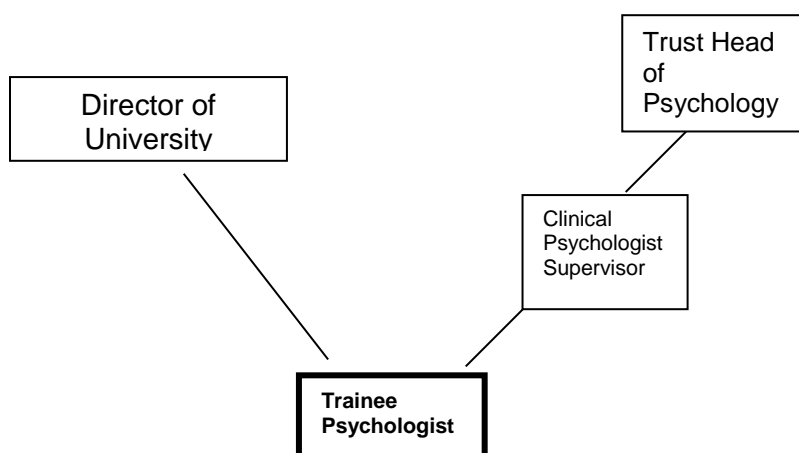
See 'Key Relationships'. Trainees will develop working relationships with their Programme Director and their University tutors. These relationships encompass all facets of their training. In addition trainees will develop circumscribed supervisory relationships with a number of service-based clinical and research supervisors who each hold responsibility for supervision of specific aspects of their clinical and/or research work.

## Most Challenging Part of the Job

Throughout their clinical psychology training trainees will need to develop a capacity for accurate self-awareness about their current knowledge and skills and use this to determine their own learning needs. The generic nature of training is such that trainees will need to do this in multiple organisational and professional contexts and in respect of several client groups. The capacity to manage academic, research and clinical demands whilst developing as a reflective practitioner is a challenging aspect of the role.

## Key Relationships

Trainees report to members of the University programme staff team and are ultimately accountable to the University Head of Studies; and report to members of the NHS placement staff team and are ultimately accountable to the Trust Head of Services.



## General Description of the Job

- 1 Works within a broad range of health and social care settings alongside other professionals and agencies including within multi-disciplinary teams and specialised clinical settings; experience of a broad range of clinical and organisational settings is expected.
- 2 Carries out complex psychological assessments sensitively and independently with a broad range of client groups including individual psychometric testing sessions.
- 3 Formulates the nature, causes and maintaining factors of highly distressing psychological difficulties and presentations informed by a broad range of potentially conflicting clinical, theoretical and conceptual models, the empirical, experimental and clinical literature base and the results of assessment. Communicates such formulations professionally, sensitively and diplomatically frequently in an emotive atmosphere to service users, relatives, carers and other healthcare professionals relevant to the case.
- 4 Plans and implements individualised formulation-driven psychological interventions, or programmes empathically, sensitively and independently, with a broad range of client groups, carers (including

- relatives), families, groups of service users, etc. and evaluates the impact of such intervention.
- 5 Plans and delivers group sessions for service users or their carers.
  - 6 Provides advice and support for carers and other professionals.
  - 7 Networks and consults with relevant external agencies such as social services, independent and voluntary sector, to facilitate and enable intervention at multiple levels.
  - 8 Plans and provides formal and informal training to other psychologists, other professionals, and carers, including the presentation of complex and sometimes contentious psychological and research material.
  - 9 Formal and informal research and development activities designed to inform service development are a major feature of the work, culminating in the award of a Doctorate in Clinical Psychology. Disseminates research findings from own Doctorate, including journal publication and conference presentation.
  - 10 Special emphasis is placed on personal and professional development activity such as weekly clinical supervision, shadowing, joint working, personal study and reflection. Work is managed and goals agreed and reviewed at intervals; works independently on a day to day basis.
  - 11 Attends formal teaching and training sessions provided by the University programme and completes assessment and evaluation procedures as required by the University programme.
  - 12 Brings to bear a greater level of knowledge, training and experience on clinical activity than the assistant psychologist.
  - 13 Is required to travel to placements across a large geographical area and visits a range of settings on placement, including home visits; ability to drive is desirable.
  - 14 Most face to face clinical work is sedentary.

## **MAIN DUTIES AND RESPONSIBILITIES**

### **Clinical**

- 1 To undertake structured interviews, psychological assessments (including complex psychometric tests) and observations of individuals and groups.
- 2 To assist in the development of psychological formulations of clinical problems and the development and delivery of care plans, which include psychological treatment and/or management of service users' problems.
- 3 To determine appropriate psychological intervention, taking into account a range of potentially conflicting clinical information and dynamics.
- 4 To carry out psychological and psychometric tests accurately, and to develop interview and observation skills, to assess needs and eligibility for services.
- 5 To design, implement and modify as appropriate, individualised psychological interventions with service users, carers, families, groups etc.
- 6 To communicate confidential and personal information concerning ability level and psychological needs, obtained through assessments and interventions, to referring agents and to the client themselves, who may have limited understanding and difficulties with acceptance, and where appropriate to relatives and carers.
- 7 To provide advice and clinically-based supervision to carers about care and management of service

users' problems.

- 8 To assist in the co-ordination and running of therapeutic groups.
- 9 To provide emotional support for service users, their carers and families.
- 10 To keep appropriate records of work and inform referrers and relevant others through letters or reports.
- 11 To work as a member of a multi-disciplinary team.
- 12 To follow a person-focused and evidence-based approach.
- 13 To work in partnership with service users.
- 14 To work in accordance with National NHS and placement providers' policies and regulations, as well as those of relevant professional and regulatory bodies.
- 15 To work in a variety of settings including the client's own home, in-patient, residential and day centre facilities.
- 16 To work in a highly emotive atmosphere, frequently encountering highly distressing problems and circumstances, and maintain a high degree of professionalism at all times.
- 17 To work in situations where there are barriers to acceptance and possible exposure to aggression.
- 18 To receive regular clinical supervision in accordance with British Psychological Society (BPS) guidelines and criteria, University procedures, and Health & Care Professions Council (HCPC) requirements.

### **Research, Audit and Service Evaluation**

- 1 To plan, monitor and evaluate own work, using clinical outcomes assessments, small-scale research methodology and statistical procedures.
- 2 To plan and undertake formal Doctoral research, as agreed with the Programme staff.
- 3 To prioritise expenditure from a small research budget.
- 4 To develop an advanced knowledge base and practical skill in the design, implementation and statistical analysis of a wide variety of types of research, which could include quantitative and qualitative, single case, small N and group comparison studies.
- 5 To plan and undertake clinical audits, service evaluations or practice-based research using appropriate methods and statistical procedures, as agreed with the clinical supervisor(s).
- 6 To plan and undertake practice-based research using or developing validated questionnaires, as required.
- 7 To enhance own knowledge of clinical psychology, specific client groups and types of psychological difficulty through reading, literature searches and personal study.
- 8 To comply with the requirements of research governance and evidence-based practice.

### **Information Systems**

- 1 To maintain appropriate records of own work, in electronic and hard copy, in line with placement provider, NHS and Social Care policies alongside professional guidelines.
- 2 To maintain relevant administrative systems of own work, electronic and hard copy, in line with relevant guidelines.

- 3 To submit statistical information, activity and quality data of own work as required by the University programme, placement provider, regional or national bodies, or NHS.
- 4 To word-process material relevant to the Doctoral programme (such as essays, case studies, service-related projects, clinical audits and the doctoral thesis) using suitable word-processing and spreadsheet software.
- 5 To use information technology as appropriate, within direct clinical work, research and treatment interventions.
- 6 To undertake clerical functions requiring some familiarity with applied psychology, including literature searches, developing and maintaining training packs, information leaflets, inputting data and other tasks necessary for the efficient running of the service and/or training needs.
- 7 To undertake computerised literature searches using major clinical databases such as PsychInfo, Medline and Cochrane, to inform routine clinical work and as preparation for the design of major doctoral research and smaller scale placement-based projects.
- 8 To develop competence in advanced statistical software (such as SPSS) for the analysis of clinical research and research data.

### **Teaching, Training and Supervision**

- 1 In conjunction with supervisors and University Tutors, to plan and prioritise own workload, research, and individual and group sessions.
- 2 To plan and deliver formal training sessions on psychological aspects of healthcare to groups of relatives, care staff and other professional staff.
- 3 To provide practical training and supervision to care staff with respect to planned interventions.
- 4 To assist with providing specialist training to other psychologists, trainees and assistants as appropriate.
- 5 To demonstrate own duties to other graduate psychologists, if required.

### **Professional**

- 1 To follow the advice and policies of the placement provider, including knowledge, awareness of, and compliance with the legal framework relevant to the placement and client group.
- 2 To be familiar with and abide by confidentiality and information handling and storage guidelines of the placement provider, NHS employer, and the University.
- 3 To participate in regular developmental reviews with the Programme Director or his/her representative, identifying CPD needs, agreeing objectives, identifying training needs and formulating a personal plan.
- 4 To co-operate in the use of rooms, books, tests and other equipment needed to carry out duties.
- 5 To attend and participate in administrative and service planning meetings, as determined by the clinical supervisor(s).
- 6 To undertake any other duties as requested by the Programme Team, such as participation in trainee and staff selection procedures, or service on programme and national committees.
- 7 To participate in evaluation and monitoring of the Programme and associated placements as required by key stakeholders.
- 8 To practise and conduct themselves in accordance with Health and Care Professions Council

(HCPC), British Psychological Society (BPS) and University codes of ethics, performance and conduct, and regulations.

**The post-holder will be required to comply with regulations relating to the Health and Safety at Work, AIDS/Hepatitis B procedures and the Data Protection Act.**

**The post-holder will be required to comply with policies and procedures issued by and on behalf of the Trust and the regulations and requirements of the University.**

**The Trust has a No Smoking Policy in all buildings and work areas, including vehicles, which must be adhered to at all times.**

**This Job Description may be subject to review and change by agreement with the post holder according to training needs and requirements of the University Programme and local services.**

*Since this post will involve working with and caring for vulnerable adults you will be required to consent to an enhanced disclosure (under the provisions of the Police Act 1997). The Trust will require you to give permission to carry out a disclosure.*

Post Holder's Name:	Signature:	Date:
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Professional Head's Name:	Signature:	Date:
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