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**JOB DESCRIPTION**

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|  | **Job Title:** | | | **Psychological Therapist / Specialist Counsellor for children and young people** | | | | |
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|  | **Band:** | | | **6** | | | | |
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|  | **Responsible To:** | | | **Band 7 Psychological Childrens therapist** | | | | |
|  | **Accountable To:** | | | **SARC General Manager** | | | | |
|  | **Section/Department/Directorate:** | | | **Special Services** | | | | |
|  | **Job Purpose**  The post holder will provide a highly specialist therapeutic service to children who are referred to SARC following sexual abuse or assault.  Professionally they will work in a non-judgemental service and within the ethical framework of their professional / registering body (e.g. HPCP; BACP; UKCP)  The purpose of this post is to add to the provision of evidence-based therapies for children and young people who have been sexually abused and/or assaulted, either recently or historically. This requires the ability to assess for post-traumatic stress disorder and discuss the implications of this and the NICE guidelines recommended treatment for PTSD (including following sexual trauma) with children, young people and their carers in conjunction with the childrens therapeutic service Lead Therapist. The post holder will be able to implement evidence-based therapeutic interventions for children and young people including trauma-focussed CBT supported by the Service Lead  The post holder will carry a clinical caseload and provide psychological therapies / counselling to meet client needs taking into account the resources available within the service.  The post holder will need experience in providing time limited therapy for clients with a wide range of difficulties e.g. trauma and relationship issues.  The post holder will work closely with the Childrens Therapeutic Service Lead Therapist to prioritise, assess, plan evaluate and deliver all relevant aspects of highly complex care to an agreed and expected professional standard.  They will work closely with the multidisciplinary team  The post holder will receive regular professional management and clinical supervision in accordance with Trust policy and professional practice guidelines set out by their professional body. The post holder will engage in regular professional practice meetings with their professional lead.  The post holder will have clinical knowledge of complex psychotherapy and sexual trauma counselling and have will work with the Lead Therapist in the delivery of specialist counselling services delivered to children.  The post holder will attend departmental team meetings and work collaboratively with all relevant teams.  In criminal cases the post-holder may be required to give evidence in court. | | | | | | | |
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|  | **Key Working Relationships**  The post holder is required to deal effectively with staff of all levels throughout the Trust, the wider Healthcare community, external organisations and the public. This will include verbal, written and electronic media with: | | | | | |  | |
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| * Lead Children’s Therapist * SARC Clinical Leads * SARC Management Team | | |  | | | | |
| * SARC Paediatric Clinical team which includes Paediatricians, Forensic Doctors and Specialist Nurse. * Trust Safeguarding Leads * Police and CPS * Admin and Clerical staff * Mental health services * Voluntary sector * GPs * Acute hospital services * Other agencies   To work as a small team of forensic physicians, Psychological Therapists/Counsellors, Crisis Workers, Support Workers and Health Care practitioners in the delivery of a high quality service. | | | | | | | |
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**ORGANISATIONAL CHART**

Specialist Services Manager

Lead Nurse for Sexual Health

SARC general Manager

Band 7 Psychological Childrens therapist

SARC Manager, Clinical Leads, paediatric clinical team

SARC Administration team and Lead Crisis Worker

Post holder

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|  | **Key Key Result Areas/Principal Duties and Responsibilities**  **Communication and Relationship Skills**  To communicate in a highly skilled and highly sensitive manner with clients who may (will) be distressed and traumatised and where there may be barriers to understanding as a result of traumatic experiences.  To work as part of a team of medical, nursing, support workers and allied healthcare practitioners in the delivery of high standards of service.  To liaise with the multidisciplinary team in the provision of highly specialist psychological therapies / counselling services.  Requires high levels of empathy and reassurance in communication with all patients.  Seek advocacy for vulnerable groups.  Able to communicate with people with Special Needs, cultural and language difficulties and/or challenging behaviour and their families/carers.  Where necessary, referring onwards to external specialist services where appropriate. (ie CAMHS, Depression and Anxiety Services, Health Psychology, Third Sector agencies like Young Devon and Children’s society)  Ensure that patient confidentiality is maintained by self and others and that all patient details and information are dealt with sensitively and in accordance with statutory requirements.  Maintain clear and accurate records as per Trust policy.  Maintains links with other services and agencies.  **Analytical and Judgement Skills**  In conjunction with the Lead Therapist, provide comprehensive assessment of psychological therapies/counselling for children and young people. The ability to undertake complex needs analysis and risk assessments and make recommendations.  Specialist Skills for assessing patient’s situations and advising on appropriate actions in conjunction with Lead Therapist.  The post holder will and deliver all relevant aspects of care to an agreed and expected professional standard. They will work closely with the multi-disciplinary team and contribute to the clinical governance process.  **Planning and Organisational Skills**  Undertake highly complex psychological therapies / counselling clinics and provide comprehensive care and advice.  Provide comprehensive assessments of highly complex psychological therapies / counselling needs including risk assessments where appropriate in conjunction with Lead Therapist.  Deliver all aspects of psychological therapies care to an agreed and expected professional standard.  Work closely with the multidisciplinary team and contribute to the clinical governance process.  Liaise with The Paediatric Clinical and Safeguarding Team and other staff in the SARC as appropriate.  Works closely with all SARC team members.  Work with the Lead Therapist in prioritising own workload on a daily basis according to needs and urgency and link in with Trust safeguarding team when necessary.  Plans appropriate follow on psychological therapies / counselling care and appointments.  Support the implementation of the service specifications with local and national policy initiatives.  **Responsibility for Policy and Service Development**  Practice in accordance with the ethical framework of their professional body ie UKCP, BACP, HCPC, the British Association for Counselling and Psychotherapy.  Consider safeguarding issues when engaging with clients / patients and follow Trust safeguarding policies.  Participate in and promote the development of the SARC service including presenting performance service information to colleagues.  Working with Service Leads in the development of protocols, policies and guidelines for psychological therapies / counselling in relation to the development of the SARC service.  Ability to respond flexibly to changes/developments in service needs both within the short and long term visions.  Ensures own work areas are safe and fit for purpose each shift.  Adhere to health and safety procedures and work within local guidelines, reporting all incidents / accidents to appropriate personnel and acting on as appropriate.  Be aware of Health and Safety and security procedures at work and to report all incidents/accidents to a senior member of staff.  **Physical Skills**  Manual handling, regularly moving and handling stock and equipment.  Standard car driving and keyboard skills and use of training equipment.  Listening and communication skills.  **Responsibility for Patient and Client Care**  Carry a highly complex clinical caseload and provide specialist psychological therapies / counselling to SARC clients.  Provide clinically appropriate referrals to other clinical services as necessary.  Provide timely written patient progress information to referrers.  Undertake psychological therapies / counselling clinics and provides comprehensive care and advice.  Consider child protection and domestic abuse issues when engaging with clients and follow trust child protection, domestic abuse and Vulnerable Adult/Safeguarding policies  Undertakes activities on a regular basis, will support from Lead Therapist and Management Team.  Able to independently support a patient journey from initial psychological therapies / counselling assessment to discharge.  Good organisation skills with active listening skills.  Respects patients’ needs for privacy and dignity ensuring this is addressed at all times.  Deliver specialist evidence based psychological therapies / counselling SARC and clinical care to people attending the service in line with NICE guidance.  Participate and work fully within the Clinical Governance Framework.  Ensures quality of care is provided at all times in all clinics in conjunction with senior colleagues.  **Responsibility for Financial and Physical Resources**  Management of appropriate clinic resources.  Be aware of cost implications associated with the service and ensure effective use of all resources including staff, medical and surgical supplies and travel.  **Responsibility for Human Resources**  Participate in the monitoring and evaluation of psychological therapies / counselling relationships via clinical supervision/.  Ensures own appraisals are completed and timely.  Engage in quarterly professional practice forum, and individual psychological therapies / counselling supervision as per trust policy.  Develop and maintain a working relationship with the psychological therapies / counselling therapists working in the SARC and the sexual health services.  Demonstrates good communication skills and has the ability to listen and respond appropriately in managing staff psychological therapies / counselling issues.  **Responsibility for Information Resources**  Ensure client psychological therapies / counselling records are maintained in accordance with BACP, HCPC, UKCP and professional trust policies.  Client contact psychological therapies / counselling records and notes are kept, stored and maintained in accordance with Northern Devon Healthcare NHS Trust information governance policy and regulatory body standards.  Ensures clear accurate record keeping.  Record and maintain performance information with regard to trauma psychological therapies / counselling to include activity information, waiting list and also patient outcome measures.  Provides written reports as Service needs require.  **Responsibility for Research and Development**  Undertake and contribute to research, audits and surveys when required.  Evaluates services when required if there were to be a review of any clinical procedure or if new developments, in conjunction with Lead Therapist.  Participate with the multi-disciplinary team to review systems to improve the efficiency of the department and psychological therapies / counselling.  **Decision Making**  Assess plan and deliver highly complex trauma psychological therapies / counselling treatment, evaluate and appropriately referral and discharge in conjunction with Lead Therapist.  Liaises with colleagues as required to make informed decisions.  Accountable for own professional actions.  Good time management and organisational skills with active listening skills.  Contribute to highly complex psychological therapies / counselling service development and evaluation of in conjunction with senior staff.  **Physical Effort**  Combination of sitting, standing, walking and manual handling moving equipment and stores.  Frequent use of display screen.  Working hours according to service need.  **Mental Effort**  Dealing with pressures of working effectively in highly complex situations with frequent interruptions.  Daily concentration on patient assessments, treatment plans, and on-going care.  Frequent intense concentration required during therapeutic work with clients.  Provide professional advice and support for colleagues including outside healthcare professionals.  Ability to respond flexibly to changes in service needs both short and long term.  **Emotional Effort**  Work in an environment subject to highly distressing and emotional situations.  Non-judgemental approach when client’s request is in conflict with personal ethics.  Dealing with patient/parents fears and distress.  Frequent assertive and pro-active communication about distressing matters on client/patients’ behalf with outside agencies.  Ability to evaluate and act upon safeguarding issues with all age groups of those attending clinic and supports other staff in these issues in conjunction with Lead Therapist and Service Safeguarding Leads.  Provide initial information and support to patients who have reported being sexually assaulted, and take appropriate actions.  **Working Conditions**  Work in a potentially hostile environment and may be subject to occasional verbal aggression and very occasional physical threat.  Promote a healthy and safe environment for both patients and staff, adhering to all relevant health and safety legislation and reporting all incidents/accidents through the appropriate channels.  **GENERAL**  This is a description of the job as it is at present constituted. It is the practice of this organisation periodically to examine employees’ job descriptions and to update them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager in consultation with those working directly to him / her. You will, therefore, be expected to participate fully in such discussions. It is the organisations’ aim to reach agreement to reasonable changes, but if agreement is not possible management reserves the right to insist on changes to your job description after consultation with you.  We are committed to servicing our community. We aim to co-ordinate our services with secondary and acute care.  We aim to make all our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so. We will share our knowledge with neighbouring healthcare agencies and professionals.  We recruit competent staff whom we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staffs’ committing the needs of our patients.  The Trust operates a ‘non-smoking’ policy. Employees are not able to smoke anywhere within the premises of the Trust or when outside on official business.  All employees must demonstrate a positive attitude to NHS equality policies and Equality Scheme. Employees must not discriminate on the grounds of sex, colour, race ethnic or national beliefs, marital status, age, disability, sexual orientation, religion or belief and will treat patients, colleagues and members of the public with dignity and respect.  If the post holder is required to travel to meet the needs of the job, we will make reasonable adjustments, if required, as defined by the Equality Act 2010  **SAFEGUARDING**  To be fully aware of and understand the duties and responsibilities arising from the Children’s Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker’s role within the organisation.  To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker’s role, which will include recognising the types and signs of abuse and neglect and ensuring that the worker’s line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding adults and/or child protection.  Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children, and young people, and ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.  **STAFF HEALTH AND WELLBEING**  You must take responsibility for your workplace health and wellbeing:   * Be physically active at work (i.e. take breaks away from your desk, taking the stairs where possible) * When required, gain support from Occupational Health, Human Resources or other sources. * Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health. * Follow the Trust’s health and wellbeing vision of healthy body, healthy mind, healthy you.   If you are a line manager, in addition to the above, it is expected you will:   * Champion health and wellbeing. * Encourage and support staff engagement in delivery of the service. * Encourage staff to comment on development and delivery of the service. * Ensure during 1:1’s / supervision with employees you always check how they are.   **HEALTH AND SAFETY AT WORK**  The employer will take all reasonably practical steps to ensure your health, safety and welfare while at work. You must familiarise yourself with the employer's Health & Safety policy, and its safety and fire rules. It is your legal duty to take care for your own health and safety as well as that of your colleagues.  **INFECTION CONTROL - ROLE OF ALL STAFF**  It is the responsibility of all members of staff to provide a high standard of care to patients they are involved with. This includes good infection prevention practice.  All staff have a responsibility to comply with Infection Prevention and Control policies and procedures, this includes:   * Attending mandatory and role specific infection prevention education and training. * Challenging poor infection prevention and control practices. * Ensuring their own compliance with Trust Infection Prevention and Control policies and procedures for example, standard precautions, hand hygiene, prevention & management of inoculation incidents.   **CONFIDENTIALITY**  You may not disclose any information of a confidential nature relating to the employer or in respect of which the employer has an obligation of confidence to any third party other than where you are obliged to disclose such information in the proper course of your employment or as required by law. Any failure to comply with this term of your employment will be treated as an act of misconduct under the employer's disciplinary procedure.  **JOB DESCRIPTION AGREEMENT**  **Job holder’s Signature: .....................................................................................**  **Date: .....................................................................................**  **Manager’s Signature: .....................................................................................**  **Date: .....................................................................................** |