

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: **Trainee Clinical Associate in Applied Psychology**
(MSc in Applied Psychology for Children and Young People)

Responsible to: **NHS Manager and MSc Psychology Training Programme Director**

Department(s)/Service: Local

Directorate: Local

Operating Division: Local

Job Reference: Local

No of Job Holders:

Last Update: November 2006 (November 2011 HCSW update)

2. JOB PURPOSE

- To undertake a structured programme of learning including personal study, academic work, research, placement learning and assessment leading to the award of the MSc in Applied Psychology for Children and Young People.
- To undertake specialised psychological assessments, treatments and other types of clinical intervention with individual clients/groups of clients and research activity.
- To work independently on a day-to-day basis. This work will be supervised and reviewed at regular intervals; supervision will usually be offered by a qualified clinical psychologist (although other qualified healthcare professionals may also contribute).

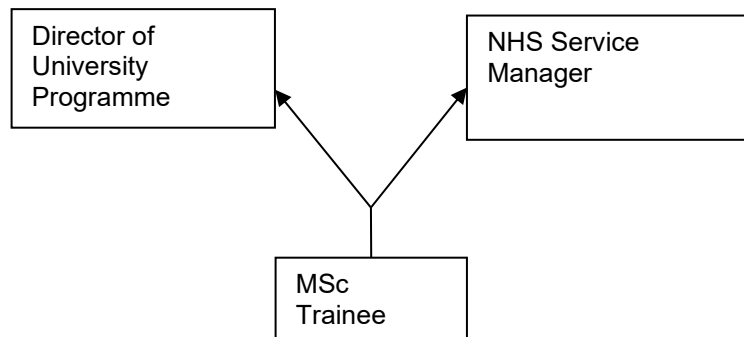
2. DIMENSIONS

Masters Training in Scotland is organised and managed through a partnership between the University of Edinburgh and NHS Scotland. Trainees are funded by NHS Education for Scotland and employed within NHS Health Boards for the purpose of training.

MSc Trainees are required to fulfil both academic and clinical requirements in order to progress in training and to qualify.

Mandatory Standards and Codes for Healthcare Support Workers apply to all NHS Scotland staff delivering Psychology/Psychosocial Therapy Services who are not subject to statutory regulation. Trainee Clinical Psychologist are required to abide by the Code of Conduct and meet induction standards, and NHS Health Board employers are required to abide by the Code of Practice for employers

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

The Department provides psychological services to the relevant populations within the NHS Board area.

The Department provides clinical placements and supervision to the Trainee to ensure that they meet the required levels of competence.

6. KEY RESULT AREAS

Overview

Under the supervision of a qualified clinical psychologist:

1. Works as part of a Child or Adolescent Clinical Psychology Service or CAMHS
2. Carries out complex psychological assessments sensitively and independently with children, young people and families and carers 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 clients, relatives, carers and other healthcare professionals relevant to the case.
4. Plans and implements bespoke, formulation-driven psychological interventions, or programmes empathically, sensitively and independently, with a range of client groups/groups of clients under the early intervention remit and evaluates the impact of such intervention.
5. Plans and delivers group sessions for clients.
6. Consults with relevant external agencies such as social services and education, independent and voluntary sector, to facilitate and enable intervention at multiple levels.
7. Undertakes formal research culminating in the award of the MSc in Applied Psychology for Children, Young People and families.
8. 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.
9. Attends formal teaching and training sessions provided by the Programme and completes assessment and evaluation procedures as required by the Programme.
10. Brings to bear a high level of postgraduate knowledge, training and experience.
11. 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.
12. Comply with Induction Standards and Code of Conduct for HealthCare Support Workers.

Clinical:

1. To undertake structured interviews, psychological assessments and observations of individuals and groups.

2. To assist in the development of psychological formulations of complex clinical problems and the development and delivery of care plans, which include psychological treatment and/or management of clients' 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, to develop interview and observation skills and to assess client/patient needs.
5. To design, implement and modify as appropriate, bespoke psychological interventions with clients and groups.
6. To communicate confidential and personal information concerning psychological needs, obtained through assessments and interventions, to referring agents and to the client themselves.
7. To assist in the coordination and running of therapeutic groups.
8. To provide emotional support for clients.
9. To keep appropriate records of work and inform referrers and relevant others through letters or reports.
10. To work as a member of a uni or multidisciplinary team.
11. To follow a person-focused and evidence-based approach.
12. To work in partnership with service users.
13. To work in accordance with National NHS and placement providers' policies and regulations, as well as those of relevant professional bodies.
14. To work in a variety of settings including the client's own home.
15. To carry clinic files, psychometric test equipment and lap top computer to and from all sites and clinics as required.
16. The post holder will be required to work in a highly emotive atmosphere, frequently encountering highly distressing problems and circumstances and must maintain a high degree of professionalism at all times.
17. The post holder will be required to work in situations where there are barriers to acceptance and possible exposure to aggression.
18. Receives regular clinical supervision in accordance Programme requirements.

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 within the NHS.
2. To be familiar with and abide by confidentiality and information handling and storage guidelines of the placement provider and the Programme

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 cooperate 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 Director, such as supporting trainee selection procedures.
7. To participate in evaluation and monitoring of the University programme and associated placements as required.
8. To practice and conduct themselves in accordance with the University codes of conduct and fitness for practice requirements.

Clinical Supervision, Teaching and Training

1. In conjunction with supervisor and University Tutor, to plan and prioritise own workload, research, and individual and group sessions.
2. May assist with providing specialist training to other psychologists, trainees and assistants as well as relevant external agencies such as social services and education, independent and voluntary sector as appropriate.
3. May be required to demonstrate own duties to other graduate psychologists.

Research and Development Activity

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 MSc research, as agreed with the University programme staff as required by the Programme.
3. To plan and undertake relevant research, using appropriate methodology and statistical procedures, as agreed with the clinical supervisor(s).
4. To enhance own knowledge of clinical psychology, specific client groups and types of psychological difficulty through reading, literature searches and personal study
5. To comply with the requirements of research governance, evidence-based practice and ethical considerations.

7a. EQUIPMENT AND MACHINERY

- Computer/laptop/PowerPoint projector for database, research, e-mail, Internet, presentations.
- Computerised and Audio-visual recording equipment for use in assessment and specialist treatment programmes

- Psychological and neuropsychological assessment tests and associated materials
- Expected to have knowledge of manual handling and other equipment within the area.
- Potential car use for clinical travel

7b. SYSTEMS

- To maintain appropriate records of own work, in electronic and hard copy, in line with NHS and Social Care policies and professional guidelines.
- To maintain relevant administrative systems of own work, electronic and hard copy, in line with relevant guidelines.
- To submit statistical information, activity and quality data of own work as required by the University programme, regional, national bodies or NHS.
- To word process material relevant to the MSc programme (such as essays, case studies, service- oriented research projects, clinical audits and the MSc thesis), using suitable word processing and spreadsheet software.
- To use information technology as appropriate, within direct clinical work, research and treatment interventions.
- To undertake clerical functions requiring some familiarity with applied psychology, including literature searches, maintaining training packs, information leaflets, inputting data and other tasks necessary for the efficient running of the service and/or training needs.
- 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 MSc research and smaller scale placement-based projects.
- To develop competence in advanced statistical software (such as SPSS) for the analysis of clinical research and research data.

8. ASSIGNMENT AND REVIEW OF WORK

Clinical work is assigned and reviewed by the clinical supervisor on a weekly basis. On a day-to-day basis trainees work independently within set guidelines, referring as necessary to the clinical supervisor.

Academic, research and clinical learning outcomes are assigned as per the curriculum of the MSc Course with accountability to the Director of the University Programme.

Trainees are responsible for managing the competing requirements of both academic and clinical components of training.

9. DECISIONS AND JUDGEMENTS

Trainees are required to make independent day to day clinical decisions and judgements based on detailed psychological assessment, within the parameters permitted by their professional guidelines and under the general guidance of their clinical supervisor who is available for consultation as required. Increasingly complex decisions and issues of clinical risk are referred for discussion with the clinical supervisor.

Planning for day-to-day clinical assessments and interventions takes place under the supervisor overall guidance provided on a weekly basis by a designated Clinical Psychology clinician..

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Working alone in very emotionally demanding situations, sometimes in clients' homes, being faced with significant levels of distress and anger, or other challenging behaviours.
- Dealing with potentially suicidal clients
- Achieving a collaborative relationship with children, young people and families in dealing with the breaking of bad news to children, young people, families and carers.
- Tackling barriers to assessment and interventions such as lack of insight, impairment in communication, sensory impairment or other brain impairments
- Being exposed to the threat of physical or verbal abuse.
- Balancing the clinical and academic requirements required to progress on the Course
- Developing capacity for accurate self-awareness about their current knowledge and skills, and to develop their own learning objectives to meet needs identified by self and others.
- Working in multiple and changing organisational and professional contexts, and in respect of several client groups.
- Working across a wide geographical area

11. COMMUNICATIONS AND RELATIONSHIPS

Trainees have ongoing communication with:

- Course staff (academic and clinical) in relation to the intended learning outcomes of the programme.
- Local NHS Psychology Tutors
- NHS Psychology services managers who have managerial responsibility for the Trainee as an employee

In addition, trainees will develop circumscribed supervisory relationships with a number of service-based clinical and research supervisors with responsibility for supervision of specific aspects of their clinical and/or research work.

Within clinical work:

- Communicate clearly and empathically to clients, families and carers;
- Establish a rapport with individuals who have mental health disorders, learning disabilities or other difficulties, some of whom may be aggressive or distressed;
- Discuss and negotiate clinical work with colleagues within a multi-disciplinary team;
- Discuss clinical work with other agencies and professionals
- Provide written reports and assessments for clients, their families and other agencies

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical

- Keyboard skills, sitting in one position for long periods when seeing patients.
- Carry bulky test materials to various clinic venues
- Travel long distances as required

Mental effort

- Sustain concentration for long periods of time on information from a number of sources, such as clinical sessions with clients, clinical meetings, service planning meetings, telephone consultation with staff and other professionals
- The use of good time management skills, requirement to change subject focus frequently and without prior notice.
- Workload can be unpredictable e.g. attendance at meetings is often required at short notice and at times, clients or staff may need to be seen urgently.

Emotional

- Often required to deal with distressing circumstances.
- Deal with clients and families distressed by the effects of severe physical or mental illness.
- Required to help other professionals, care staff and relatives deal with highly distressing situations.
- Risks associated with lone home visits e.g. verbal and physical aggression and exposure to hazards

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Single or Joint Honours degree in Psychology (2:1 or above)
- Hold Graduate Basis for Registration (GBR) via qualification recognition or by alternative route.
- Graduate level knowledge of psychological theory and research.
- Awareness and understanding of professional level/requirements of role.
- Knowledge and awareness of Applied Psychology in the NHS
- Knowledge of policy and law in relation to children
- An interest in working with Children and Young People

- Excellent communications skills, both verbal and written
- Ability to communicate diplomatically, confidently, empathically.
- Excellent organisational skills and an understanding of working with multiple priorities.
- Flexible approach to working, balancing academic and clinical demands.
- Ability to work autonomously and as part of a team.
- IT skills to a level required to work regularly with Microsoft Office packages and local specialist packages as required.
- Awareness of own competency limitations
- Ability to cope with pressurised working environment