

JOB DESCRIPTION

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| Job Title | Clinical /Counselling Psychologist or Psychological Therapist |
| Grade / Banding | Band 7 |
| Reports to | Service Lead Community Mental Health Service and A2I |
| Accountable to | Clinical Lead(s), Psychological Therapies Services |
| Date of this version | February 2026 |

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| Role Purpose | <p>This is a split role between the CMHT and A2I Services. To support the delivery of a range of evidence based psychological interventions and formulations offered by staff, provide supervision, reflective practice and support complex formulation as required. In addition to provide a high quality, specialist psychological therapy service to clients within the Community Mental Health Team. The post holder will work alongside MDT colleagues to ensure that the service can provide compassionate and holistic recovery focused care to address the complex mental health needs of people. To supervise and support the other clinical members of the team who provide psychologically based care and treatment. To work autonomously within professional guidelines and exercise responsibility for systematic governance of psychological practice within the service/team. To provide an evidence based psychological therapy service to people open to the CMHT. To utilise research skills for audit, policy, service development and research. To propose and implement policy changes within the area served by the team / service and to cooperate in the delivery of psychological therapies with the aim of meeting national and local guidelines and targets.</p> |
| Key Activities / Responsibilities | <ul style="list-style-type: none"> • Processing and assessment of referrals made for psychological therapy in line with NICE guidelines. • Deliver Psychological Services to a range of patients with complex needs and in line with NICE guidelines. • Liaise with members of a multidisciplinary team as appropriate to ensure best clinical outcomes for patients in treatment. • Be responsible and accountable for the delivery of high-quality evidence based psychological therapy, using agreed clinical outcome measures to continually evaluate clinical interventions. • Be proactive in the management and treatment of patients referred to ensure that waiting times are kept with agreed standards. • Participate in the development of Community Mental Health Service and development of professional practice and role. • Processing and assessment of referrals made for psychological therapy in line with NICE guidelines. • Deliver Psychological Services to a range of patients with complex needs in line with NICE guidelines. • Liaise with members of a multidisciplinary team as appropriate to ensure best clinical outcomes for patients in treatment. • Be responsible and accountable for the delivery of high-quality evidence based psychological therapy, using agreed clinical outcome measures to continually evaluate clinical interventions. • Be proactive in the management and treatment of patients referred to ensure that waiting times are kept with agreed standards. |

- To support the brief intervention work of A2I staff, offering supervision, reflective practice and support complex formulations as required.
- Participate in the development of Community Mental Health Service, A2i Service and development of professional practice and role.
- Ensure that relationships and own behaviour are managed in line with the Trusts Employees Quality Framework.
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1. Communication and Relationships

- To provide specialist psychological advice, guidance and consultation to other professionals contributing directly to client's formulation, diagnosis and treatment plan.
- To undertake risk assessment and risk management for individual clients and to provide general advice to other professionals on psychological aspects of risk assessment and management.
- To communicate in a skilled and sensitive manner, information concerning the assessment, formulation, and treatment plans of clients under their care and to monitor and evaluate progress during the course of both uni and multidisciplinary care.
- To provide expertise, advice, and support to facilitate the effective and appropriate provisions of psychological care by all members of the treatment team.
- To effectively communicate highly complex or sensitive clinical information to patients in emotionally vulnerable states or who may be hostile.

2. Analysis and Judgement

- To evaluate and make decisions about treatment options, taking into account both theoretical and therapeutic models and highly complex factors concerning historical and developmental process that have shaped the individual, family or group.
- To analyse and interpret specialist assessments and make treatment recommendations and devise intervention plans from such specialist assessments.

3. Planning and Organising

- To formulate and implement plans for the formal psychological treatment and / or management of a client's mental health problems, based upon an appropriate conceptual framework of the client's problems and employing methods of proven efficacy, across the full range of care settings.
- Plan, prioritise and manage own clinical caseload, balancing clinical needs with available resources to ensure that waiting times are kept within agreed standards.
- Plans and organises information to effectively engage in regular caseload management, in line with local policy.
- Plan and organise time to engage in regular supervision, in line with local policy and psychological governing bodies.

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| | <p>4. Patient and Client Care</p> <ul style="list-style-type: none"> • To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice and trust policies and procedures. • To provide specialist psychological assessments of clients referred to the team based upon the appropriate use, interpretation and integration of complex psychological data from a variety of sources including psychological and neuropsychological tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with clients, family members and others involved in clients' care. • To exercise autonomous professional responsibility for the assessment, treatment and discharge of clients ensuring appropriate assessment, formulations, and interventions, communicating with the referral agent and others involved with the case on a regular patient. • To undertake risk assessment and risk management for individual patients and to provide highly specialist psychological advice and consultation regarding psychological formulation and interventions to other members of staff and to patients. <p>5. Service and Policy Development</p> <ul style="list-style-type: none"> • To participate as clinician in the development of a high quality, responsive and accessible service including advising both services and professional management on these aspects of the service where psychological and / or organisational matters need addressing, proposing changes to practices or procedures for service improvement in own area of work. • To participate as appropriate in staff recruitment, both in the short-listing process and as a member of interview panels for assistant, trainees, and qualified clinical psychologists. • To ensure the development, maintenance, and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes in line with governing body requirements. • To ensure the development and articulation of best practice in psychological therapies within the service are and contribute across the service by exercising skills of a reflective scientist practitioner, taking part on regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of psychological therapy and related disciplines. |
| Freedom to act | <p>To exercise autonomous professional responsibility and accountability for the assessment, treatment and discharge of clients whose problems are managed by psychologically based care plans.</p> <p>To undertake all psychological activities within professional ethical guidelines and Trust policies.</p> |
| Staff | People Management and Development |

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| <p>Responsibilities</p> | <ul style="list-style-type: none"> • To ensure all members of the clinical team have access to a psychologically based framework for the understanding and treatment of patients of service, through the provision of advice and consultation and the dissemination of psychological knowledge, research, and theory. To provide post-qualification training (CPD) and clinical professional supervision to recently qualified clinicians attached to team. To provide advice, consultation and training and clinical supervision to other members of the team for their provision of psychologically based interventions to help improve clients functioning. • To provide pre- and post-qualification teaching as appropriate. <p>Information System use and management</p> <ul style="list-style-type: none"> • To use Trust IT equipment, software, intra and extranet in order to facilitate clinical and service-related work. The post-holder will use IT skills for the development of presentations and educational materials for use in the clinical context this will include word processing, organising data on spreadsheets and preparing visual presentations of educational / training material. • Other IT skills will include use of email, electronic record keeping, organisation of work diary and tracking of waiting list and client caseload. • To assist in the collection and analysis of patient outcome data in line with commissioning and national requirements. • To maintain and develop skills in area of professional pre- and post-graduate training and clinical supervision. • To provide advice, consultation and training to staff working with the client group across a range of agencies and settings where appropriate. • To exercise responsibility with team members for the systematic governance of psychological practice within the service / team. • To be responsible for answering staff clinical queries about referrals, formulation, treatment and risk issues. • To be qualified to provide clinical supervision to psychological therapists and other professionals within the team, in line with professional guidelines. <p>Involvement in Surveys and Research</p> <ul style="list-style-type: none"> • To undertake appropriate research and provide research advice to other staff undertaking research, including the organisation of research tasks of psychology assistants in the service where applicable. • To participate and supports the trusts audit programme as requested by the Service Lead. • To utilise theory, evidence-based literature, and research to support evidence-based practice in individual work and work with other team members. • To maintain up to date knowledge of legislation, national and local policies, and issues in relation to both the specific client group and mental health. • To contribute to the development, evaluation and monitoring of services' strategic and operational policies through the <p>General compliance:</p> <ol style="list-style-type: none"> 1. To comply with all Trust Policies and Procedure, with particular regard to |
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- Risk Management
 - Health and Safety
 - Confidentiality
 - Data Quality
 - Freedom of Information
 - Equality Diversity and Inclusion
 - Promoting Dignity at Work by raising concerns about bullying and harassment
 - Information and Security Management and Information Governance
 - Counter Fraud and Bribery
2. The Trust has designated the prevention and control of healthcare associated infection (HCAI) as a core patient safety issue. As part of the duty of care to patients, all staff are expected to:
 - Understand duty to adhere to policies and protocols applicable to infection prevention and control.
 - Comply with key clinical care policies and protocols for prevention and control of infection at all times; this includes compliance with Trust policies for hand hygiene, standards (universal) infection precautions and safe handling and disposal of sharps.
 - All staff should be aware of the Trust's Infection Control policies and other key clinical policies relevant to their work and how to access them.
 - All staff will be expected to attend prevention and infection control training, teaching and updates (induction and mandatory teacher) as appropriate for their area of work and be able to provide evidence of this at appraisal.
 3. To perform your duties to the highest standard with particular regard to effective and efficient use of resources, maintaining quality and contributing to improvements.
 4. Ensure you work towards the Knowledge and Skills Framework (KSF) requirements of this post. KSF is a competency framework that describes the knowledge and skills necessary for the post in order to deliver a quality service.
 5. Your behaviour will demonstrate the values and vision of the Trust by showing you care for others, that you act professionally as part of a team and that you will continually seek to innovate and improve. **Our vision, values and behaviours** have been designed to ensure that everyone is clear about expected behaviours and desired ways of working in addition to the professional and clinical requirements of their roles.
 6. Perform any other duties that may be required from time to time.
 7. Patients come first in everything we do. Every post holder can make a difference to a patient's experience. You will come across patients as you walk around the hospital; we rely on all our staff to be helpful, kind and courteous to patients, visitors and each other.
 8. Ensure you adhere to and work within local and national safeguarding children legislation and policies including the Children Act 1989 & 2004 , Working Together to Safeguard Children 2013, 4LSCB guidance and the IOW Safeguarding Policy.
 9. Ensure you adhere to and work within the local Multiagency safeguarding vulnerable adults' policies and procedures.

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| | <p>10. Ensure that you comply with the Mental Capacity Act and its Code of Practice when working with adults who may be unable to make decisions for themselves,</p> <p>This job description may be altered to meet changing needs of the service and will be reviewed in consultation with the post holder.</p> |
| <p>Financial Responsibilities</p> | <p>To exercise delegated responsibility for managing the psychological resources available to the team, whether in the form of psychological materials employed in the assessment and treatment of patients.</p> |
| <p>Physical, Mental and Emotional Effort</p> | <p>Physical Effort To sit and maintain concentration during clinical tasks. Standard key board skills for word processing and preparation of presentations and reports.</p> <p>Mental Effort Frequent requirement for concentration when carrying out assessments, delivering psychological treatment and preparing reports.</p> <p>Emotional Effort Deal sympathetically and compassionately with people accessing the service daily. Be comfortable with reading and hearing a range of potentially distressing material as and when it happens. Frequent exposure to highly distressing and emotional circumstances. Providing therapy to emotionally demanding patients</p> <ul style="list-style-type: none"> • Possibility of processing (e.g. typing/transmitting/ news of highly distressing events • Possibility of giving unwelcome news to patients/clients/carers/staff • Possibility of dealing with difficult situations/circumstances • Likely to be designated to provide emotional support to front line staff • Possibility of dealing with people with challenging behaviour • Possibility of making repetitive movements • Possibility of standing/sitting with limited scope for movement for long periods • Likely to carry out clinical/social care interventions • Possibility of analysing statistics • Possibility of giving evidence in a court/tribunal/formal hearing • Certain to attend meetings • Likely to prepare detailed reports • Likely to check documents • Possibility of carrying out clinical diagnosis • Possibility of carrying out non-clinical fault finding <ul style="list-style-type: none"> • Occupational Health clearance. • Driving skills when working in the community. • Processing (e.g. typing/transmitting) news of highly distressing events • Giving unwelcome news to patients/ clients/carers/staff • Dealing with difficult situations/ circumstances • Designated to provide emotional support to front line staff • Dealing with people with challenging behaviour |

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| | <ul style="list-style-type: none"> • Communicating life changing events • Carry out clinical/social care interventions • Frequently attend meetings (describe types of meeting and post holder's role) • Prepare detailed reports • Analyse statistics • Carry out calculations • Carry out clinical diagnosis • Carry out formal student/ trainee assessments • Frequently sitting for long periods, office based |
| <p>Working Conditions</p> | <p>Carry out duties effectively within a busy clinical setting and home environment (if hybrid working), ensuring confidentiality at all times.</p> <p>This role requires a flexible approach to working environment, there is an expectation for staff to visit different community clinics across the Isle of Wight. There is a flexibility around the amount of time at home and in clinics which can be agreed with the manager.</p> <p>There will be a sustained time spent at the computer with occasional interruptions.</p> |

PERSON SPECIFICATION

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| Job Title | Psychological Therapist |
| Grade / Banding | Band 7 |
| Reports to | Service Lead Community Mental Health Service and A2I Service |
| Accountable to | Clinical Lead(s), Psychological Therapies Services |
| Date of this version | February 2026 |

| Criteria | Essential | Desirable |
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| Qualifications | <ul style="list-style-type: none"> • RMN, Dip SW, Dip OT, BSc OT, HCPC registered Psychologist, BACP Psychotherapist., EMDR Therapist • Post-qualification training to at least post graduate diploma level e.g. CBT, EMDR, DBT, CAT • Accreditation with BABCP. • Post qualification training in clinical supervision from an accredited training provider. • Skills in the use of complex methods of psychological assessment intervention and management frequently requiring sustained and intense concentration. • Well-developed skills in the ability to communicate effectively, orally and in writing, highly technical and clinically sensitive information to clients, their families, carers and other professional colleagues, both within and outside the NHS. • Ability to analyse highly complex information in which expert opinion may differ to allow the formulation of the appropriate treatment plan. Skills in the ability to organise ongoing and complex activities including managing own caseload. • Skills in providing consultation to other professional and non-professional groups. • Knowledge of key legislation in relation to mental health and learning disabilities with particular reference to these most relevant to Adult Mental Health. • Evidence of continuing professional development as required by appropriate registration body. | <p>Clinical supervision training for MHWPs</p> <p>Being qualified as Clinical Supervisor by the BABCP, or other recognised regulatory authority.</p> <p>Well developed knowledge of the theory and practice of specialised psychological therapies.</p> <p>Knowledge of highly specialised psychological therapies and assessment methodologies.</p> |
| | <ul style="list-style-type: none"> • Well developed skills in the ability to | |

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| | <p>communicate effectively, orally and in writing, highly technical and clinically sensitive or highly contentious information to patients, their families, carers and other professional colleagues both within and outside the NHS.</p> <ul style="list-style-type: none"> • Applied use of psychometric test equipment. • Commitment to providing evidence-based therapies in line with NICE guidelines. • Commitment to finding positive and creative solutions to demand management. • Ability to identify and employ mechanisms of clinical governance as appropriate, to support and maintain clinical practice. • Ability to develop and use complex multi-media materials for presentations in public, professional and academic settings. | |
| <p>Experience needed – general or specific</p> | <ul style="list-style-type: none"> • Demonstrable experience of working in mental health services. • Ability to meet agreed/specified service targets. • Ability to manage own caseload and time. • Demonstrates high standards in written communication • Able to write clear reports and letters to referrers. <p>Experience of working with people with complex mental health problems as part of an MDT.</p> <p>Experience of providing evidence based Psychological Therapies to people such as EMDR, CBT, DBT.</p> | |
| <p>What our services users expect of this post holder</p> | <p>The post holder will have excellent interpersonal skills, listening skills and communication skills. Ability to communicate effectively across multi- disciplinary groups.</p> <p>The post holder will have the ability to work effectively in urgent/crisis situations in order to assess service user’s needs and implement</p> | |

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| | <p>appropriate support and/or treatment options.</p> <p>The post holder will ensure service user feedback is routinely collected, evaluated and actioned.</p> <p>The post holder will be innovative, creative and demonstrate a willingness to try new ideas for the benefit of improving the service.</p> | |
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OUR VALUES

You are obliged to adhere to and implement the Trust Values which define the way we want to work, the way we want to treat each other and the people we support.:

We CARE through:



Compassion

Compassion

Accountability

Respect

Excellence



Accountability

we listen, we are kind, and put the needs of people first

we work together openly and responsibly

we treat each person fairly, as an individual

we empower people to continuously improve care



Respect



Excellence

HEALTH AND SAFETY

Everyone is responsible for their own safety and the consequences of their own acts and omissions that can affect the health, safety and wellbeing of others. The Trust is committed to promoting a healthy and safe environment for staff, visitors and patients that enter Trust premises. Employees have a duty under the Health and Safety at Work etc. Act 1974 to take responsibility for their own and others health and safety while at work or on Trust Business.

All employees are responsible for :

- Carrying out their work in a safe and competent manner, following detailed safe operating procedures, where applicable or directed by their relevant functional manager and in accordance with all Trust policies and procedures.
- Attending mandatory and statutory training sessions and other training, as directed by their line manager. Employees must bring to the attention of their line manager any outstanding training requirements needed to ensure they carry out their work activities in a safe and competent manner. A member of staff should not carry out any work activity if they are not qualified or trained to carry out these tasks.
- Conducting activities with due regard for safety of themselves and others within the scope of their knowledge and training. All employees are required to co-operate with and assist workplace/departmental health and safety representatives as required, in accordance with the organisations' Health and Safety policy.
- Using any machinery, equipment, dangerous substances, transport equipment or personal protective equipment (PPE) provided, in a safe manner and in accordance with their level of competence and any training and instruction received.
- Reporting all health and safety related incidents/accidents, dangerous occurrences' and near miss events via the Trusts incident reporting system. If the incident or event requires immediate action to preserve evidence and an investigation is required, the member of staff should contact the Corporate Health and Safety Department.
- Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare in pursuance of any of the relevant statutory provisions.

SUSTAINABLE DEVELOPMENT

It is the responsibility of all employees to support the Trusts' vision for sustainable development. To undertake their duties in a way that is not wasteful of environment, financial and social resources.

EQUALITY AND DIVERSITY

It is the responsibility of all employees to support the Trust's vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply through the implementation of Equality & Diversity Strategies and Policies.

INFORMATION GOVERNANCE

As an employee you will have access to information that is sensitive to either an individual or to the organisation and you are reminded that in accordance with the requirements of Information Governance, NHS Code of Confidentiality, Data Protection Act 1998 and also the terms and conditions in your contract of employment, you have a duty to process this information judiciously and lawfully; failure to do so may result in disciplinary action.

PERFORMANCE APPRAISAL AND PROFESSIONAL DEVELOPMENT

The Trust is committed to providing a high-quality service through the effective management and development of its employees. The Performance Appraisal process ensures that the Trust is able to achieve its key aims of delivering cost effective, high quality and responsive healthcare, whilst enabling employees to understand how the outcome of their contribution fits within these overall aims.

All staff have the responsibility to support all learners and to keep their knowledge of supporting learners in practice up to date, according to appropriate governing bodies regulations.

STATUTORY AND MANDATORY TRAINING

The Trust will assess the requirements for Statutory and Mandatory training for all new staff prior to commencement and aims to ensure that all Statutory and Mandatory training requirements are completed before staff start their full duties.

All required Statutory and Mandatory training must be completed within the first three months of staff start date and refresher training must also be undertaken on a regular basis and in accordance with the Trust's policy.

INFECTION PREVENTION AND CONTROL

The Trust has designated the prevention and control of infection and the full implementation of the Code of Practice (2008) as a core component in the organisations clinical governance, managing risk and patient safety programmes. All employees are expected to follow consistently high standards in the prevention and control of infection, especially with reference to hand hygiene, adherence to dress/uniform code and for clinical staff all procedures involving aseptic technique. Be aware of and follow all Trust Infection Control guidelines and procedures relevant to their work. Participate in mandatory training and annual updates. Protecting patients from infection is everyone's responsibility.

SMOKE-FREE POLICY

This Trust operates a Smoke-free policy. This means that smoking is not permitted anywhere within owned or leased premises, including within their grounds and within owned or leased vehicles. In the interests of promoting responsible healthcare all staff are to refrain from smoking when off-site in uniform or wearing an identifying NHS badge in any public place. The policy also applies to all staff employed by the Trust at any location they may work, whether within or external to the Trust's premises. The policy contains further details including support facilities; subsequent failure to comply with this policy may result in disciplinary action.

CONFIDENTIALITY

In the course of your employment you will have access to confidential information of a personal and/or clinical nature, including information relating to the Trust, its clients, patients, employees and other parties.

You must not use such information for your own benefit nor disclose it to other persons without the consent of the Trust and the party concerned unless required to do so by law. This applies both during and after the termination of your employment. Any breach of confidentiality during employment may be regarded as serious misconduct and could lead to summary dismissal

REHABILITATION OF OFFENDERS ACT 1974

This post is subject to an exception order under the provisions of the Rehabilitation of Offenders Act 1974. This stipulates that all previous convictions, including those that are 'spent' must be declared. Previous convictions will not necessarily preclude an individual from employment but must be declared in writing at the appropriate stage during the recruitment process.

SAFEGUARDING CHILDREN AND ADULTS AT RISK

The Trust is committed to promoting the welfare and safeguarding of children, young people and adults at risk of abuse and neglect. As an employee, you are accountable to ensure that you know to how to respond when you are concerned for the safety of a child, young person or adult at risk, applying the principles of the Family Approach to ensure evidence-based analysis, risk management and appropriate action and escalation. The Trust require staff to work effectively together using the Family Approach to achieve better outcomes for adults, children and families. The Trust will support you in this duty by providing ongoing training, support and advice and have a Corporate Safeguarding Team who can be contacted for guidance and the provision of safeguarding supervision.

DATA PROTECTION

As your employer, the Trust will need to process your personal information for purposes connected with your employment.

The sort of information we will process will include your contact details, your bank details and other information for payroll purposes, information about you from third parties when obtaining references and records relating to your career with the Trust (this is not an exhaustive list). Further information about how your data is processed is available in the Privacy/Fair Processing Notice (workforce) available on the Trust intranet.

RECORDS MANAGEMENT AND QUALITY

As an employee, you are legally responsible for all records that you gather, create or use as part of your work within the Trust and they remain the property of the Trust. This includes patient, financial, personal and administrative records, whether paper based or on computer. All such records are considered public records and you have a legal duty of confidence to all service users.

You should consult the Trust's Records Management Policy and ask for guidance from your manager if you have any doubt about the correct management of records with which you work. All staff have a responsibility to ensure information quality standards are achieved.

INFORMATION SECURITY

Under the provisions of the Data Protection Act, it is the responsibility of each member of staff to ensure that all personal data relating to patients and members of staff, whether held in manual or electronic format, is kept secure at all times. Computer passwords must not be shared either between systems or users. The Trust may monitor e-mail messages, any files stored on the networks or on equipment and usage of the Internet, NHS.net and computer systems, irrespective of whether these relate to trust or personal use.

Access and usage of the Trust's computers must be in accordance with the Trust's Policies. Safeguarding procedures are to be used for all electronic transfers of personal data. This is in order to protect the Trust's patients and staff, and its reputation and to ensure that it complies with the law and other guidelines.

NHS CONSTITUTION

You are obliged to comply with Staff Duties under the constitution, which are as follows:

1. To accept professional accountability and maintain the standards of professional practice as set out by the appropriate regulatory body applicable to your profession or role.
2. To take reasonable care of your health and safety at work for you, your team and others, and to cooperate with employers to ensure compliance with health and safety requirements.
3. To act in accordance with the express and implied terms of your contract of employment.
4. Not to discriminate against patients or staff and to adhere to equal opportunities and human rights legislation.
5. To protect the confidentiality of personal information you hold unless to do so would put anyone at risk of significant harm.
6. To be honest and truthful in applying for a job and in carrying out that job.