

Consultant Clinical Psychologist: Memory Assessment Service / Neuropsychology Service

Department: Health and Community Services

Division: Mental Health

Reports to: Operationally: Mental Health Improvement Lead; Professionally: Associate Chief for AHP

JE Ref: HCS617

Grade: 13

JE Date: 03/07/2020

Job purpose

The post holder is responsible for the development, management and governance of the Neuropsychology Service. This service provides highly specialised neuropsychological assessments to adults and older adults presenting with suspected changes in cognition, and/or a suspected or confirmed neurological condition. The service also provides consultation, teaching and training across services and works closely with a range of multi-disciplinary teams including neurology, the community stroke team, the brain injury service and rehabilitation services. The post holder provides operational management and clinical supervision to the clinical psychologist working within this service. The post holder is the clinical lead for Neuropsychology and takes a lead role in contributing to the strategic development of Clinical Neuropsychology provision across services in Jersey.

The post holder plays a key role in developing and delivering the service provided by the Memory Assessment Service, this service offers an ageless (18 years +) assessment and brief intervention service for those experiencing cognitive decline, identifying and diagnosing neurodegenerative dementias. The post holder has responsibility for the development, management, governance and implementation of clinical psychology/ neuropsychology provision within this service. This role includes the provision of highly specialised assessments, formulations and interventions, providing consultation, training, teaching and support to those working within the service and across services. The post holder acts as a highly specialised resource to the wider professional community across Jersey.

Within the post holder's role in the Memory Assessment Service they are responsible for prioritising and managing a highly complex caseload within a specialist field, designing and undertaking bespoke neuropsychological assessments based on individual need and determined by clinical presentation and history. Those referred for Neuropsychological assessment often present with highly complex presentations which can result in the diagnosis of low prevalence and atypical neurodegenerative conditions and/ or complex mental health issues. The post holder works closely with the multi-disciplinary team and with other professionals across services. The post holder plays a lead role in providing a service for those under the age of 65 who are referred to the Memory Assessment Service for assessment.

Job specific outcomes

The post holder is responsible for the development, management and governance of the Neuropsychology service (a uni-disciplinary service) and is clinical lead for Neuropsychology. The post holders clinical post sits within the multi-disciplinary Memory Assessment Service.

Clinical:

1. To provide highly specialised neuropsychological and psychological assessment, formulation and intervention to adults and older adults referred with subjective and/or objective changes in cognition and/or function. This is based on the use, interpretation and integration of complex data from a variety of sources including highly specialised bespoke neuropsychological assessments, CT and MRI scans, psychological assessments, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with clients, family members and others involved in the client's care.
2. To take a key role within the multi-disciplinary team to interpret and integrate information from a range of sources and professionals to identify likely explanations for changes in cognition/function, including diagnosis of neurodegenerative conditions and/or emotional/ mental health issues. To take a lead role in planning and co-ordinating specialist interventions to ensure a client centred approach to care which meets the client's needs is in place and co-ordinates with involvement from other services including adult mental health services and neurology.
3. To develop plans and recommendations for neuropsychological/ psychological interventions around a client's difficulties based upon an appropriate theoretical and conceptual framework, and evidence based practice. To implement a range of highly specialist neuropsychological/ psychological interventions for individuals, carers, families and groups, within and across teams.
4. To exercise full responsibility and autonomy for assessment, intervention and discharge for clients who require stand-alone neuropsychological/ psychological assessment.
5. To provide expertise and specialist neuropsychological advice, guidance and consultation to other professionals.
6. To design, implement and evaluate evidence based group interventions as appropriate.
7. To undertake risk assessment and risk management for individual clients and to provide both general and specialist consultation and advice for other professionals on psychological and neuropsychological aspects of risk assessment and management.
8. To communicate in a highly skilled and sensitive manner, information concerning the assessment, formulation and diagnosis of a client's difficulties. This includes the delivery of information relating to life limiting and life changing diagnoses to clients with cognitive impairment and their relatives/ carers.
9. To share specialist psychological and neuropsychological knowledge with other agencies and provide advice and support to other professionals working with those who have cognitive decline and impairment.
10. To take part in regular professional supervision and appraisal and maintain an active engagement with current developments in the field of clinical psychology, neuropsychology and related disciplines.

Teaching/ Training/ Supervision:

1. To ensure appropriate systems for the clinical and professional supervision of psychologists across the service.

2. To provide clinical and professional supervision to psychologists working in the service.
3. To co-ordinate and provide specialist clinical placements for trainee clinical psychologists, ensuring that they acquire the necessary clinical and research skills to doctoral level where appropriate, and competencies and experience to contribute effectively to good psychological practice, and undertake the assessment and evaluation of those competencies.
4. To provide specialist advice, consultation, training and clinical supervision to other professionals undertaking psychologically based interventions (both individual and group) within the team.
5. To provide specialist advice, consultation, training and clinical supervision to other clinical psychologists undertaking cognitive assessments and utilising psychometric assessment measures across the States departments. To offer advice, consultation, training and clinical supervision to other professionals undertaking cognitive screens across services.
5. To ensure that psychologists working within the Neuropsychology Service and Memory Assessment Service maintain up to date knowledge of legislation, national and local policies and issues.

Management and Recruitment

1. To ensure the delivery of a high quality, best practice and evidence-based services within own area of responsibility.
2. To exercise responsibility for managing the psychological resources available to the Neuropsychology Service and Memory Assessment Service.
3. To exercise responsibility for the systematic governance of psychological practice within the Neuropsychology Service and Memory Assessment Service and to interpret National Clinical Guidelines such as NICE and MSNAP to ensure that services are meeting all relevant standards.
5. To support appropriate psychology recruitment within the service, and to play a role, as appropriate, in recruitment for other members of the MDT across older adult mental health services and wider.
7. To monitor and evaluate the psychology service provision with the Neuropsychology and Memory Assessment Service to ensure they meet the required service and practice standards.

Policy, Planning and Service Development

1. As a senior clinician, to ensure the development of a high quality, responsive, accessible and evidence based Memory Assessment Service for clients, their carers and families. To play a key role in decision making regarding how the service is developed, delivered, and audited/assessed. This includes involvement in the generation of operational policies and procedures, input into data collection and minimum data sets and implementation of service user feedback systems.
2. To plan and implement the development and delivery of the Neuropsychology service and ensure equitable service provision across all areas of referral. To ensure systematic governance of psychological practice within the service, and ensure staff engage with mandatory training and CPD as appropriate. To ensure caseloads are balanced and waiting lists managed. To ensure data collection systems are in place and minimum-data sets maintained. To design and implement service user feedback systems.

3. To take a lead role in the workforce and resource planning for neuropsychological services. To identify gaps or resource issues in neuropsychology provision and initiate and implement developments.

4. Maintain high levels of clinical record keeping, including electronic data entry and recording, and report writing. Supervise the written work of other clinical psychologists where there is complexity such as when preparing neuropsychological reports and/or cognitive assessments that may end up in the legal arena.

Research and service evaluation:

1. To take the lead role in the accreditation/ re-accreditation process for the Memory Assessment Service via the Memory Service National Accreditation Program (MSNAP), run by the Royal College of Psychiatry. This involves co-ordination of data from service users, referrers and colleagues, co-ordinating the collection of evidence to support standards, establishing and facilitating service user groups, and co-ordinating feedback and addressing and resolving any issues identified in service delivery/ development.

2. To play a lead role in small scale research projects applicable to service development.

3. To carry out audits of the Neuropsychology service's service provision to support the implementation of evidence-based good practice in the clinical work of the service. To continue to develop systems allowing for routine gathering of service user feedback and mechanisms with which to address any issues raised.

3. To utilise theory, evidence-based literature and research to support evidence-based practice in individual work, and work with other team members.

Statutory responsibilities

- The post holder will have to comply with all relevant States Laws, such as the Health and Safety at Work (Jersey) Law 1989 and any other associated legislation, Standing Orders, Financial Directions, and other relevant Codes of Practice, in respect of managing the key project deliverables of programmes and costs through the active management of procurement, approval, financial and administrative procedures.
- To be responsible for your own health and safety and that of your colleagues, in accordance with the Health and Safety at Work (Jersey) Law, 1989
- To work in accordance with the Data Protection (Jersey) Law;
- This role is politically restricted. The jobholder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

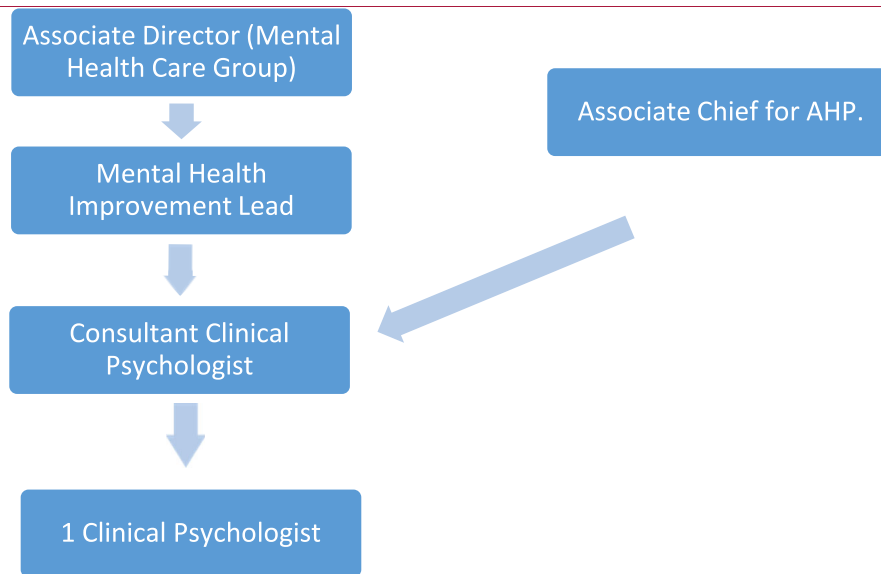
Services (TIER 1,2 and 3 jobs only – DELETE if not applicable)

- *List the primary service areas that are accountable to the role*
- XX
- XX

Organisation chart

Insert an organisation chart showing this role and its line managers and reports (individual names must not be included only post titles)

Governance and professional regulation arrangements are managed through Health and Community services



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>A registered doctoral level qualification in clinical psychology or equivalent as recognised by HCPC. Eligible for chartered status with the British Psychological Society.</p> <p>Registration with the HCPC.</p> <p>Additional training / qualification in Clinical Neuropsychology.</p> <p>Training in the provision of Clinical Supervision.</p> <p>Substantial experience of working as a qualified clinical psychologist, with experience of service development and managing complex caseloads.</p>	<p>Evidence of an advanced therapy qualification.</p> <p>Leadership experience and training.</p> <p>Experience within a specialised Memory Service or Neuropsychology Service.</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Demonstrates advanced theoretical knowledge and practical knowledge of clinical psychology and neuropsychology in specialist area (adult and older adults with subjective/ objective cognitive changes/ functional impairments).</p>	

	<p>Highly developed knowledge and experience of neuropsychological assessment and intervention, including psychometric assessment tools, their administration, scoring, interpretation, limits to their validity and reliability and subsequent interventions.</p> <p>Evidence of significant experience of applying clinical psychology and neuropsychology models to working with mental health issues and cognitive decline.</p> <p>Understanding and experience of the supervision and management of others in a professional and clinical capacity.</p> <p>Advanced knowledge of how to carry out risk assessments within scope of practice.</p> <p>Knowledge and understanding of legislation regarding mental capacity and consent, including assessment principles and practice.</p> <p>Familiarity with codes of practice of Health and Social Care Professions Council (HCPC).</p> <p>Good understanding of safeguarding.</p>	
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<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Well-developed skills for assessing clients in specialist case load. Including, knowledge and ability to appropriately administer and interpret a wide range of specialist neuropsychological assessment tools.</p> <p>Experience of teaching, training and provision of clinical supervision to qualified and unqualified staff.</p> <p>Ability to demonstrate a range of information technology skills i.e. an ability to effectively use IT equipment and role critical software.</p>	
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Strong relationship building with both internal and external stakeholders up to and including at a senior level, and especially to develop good therapeutic relationships with clients.</p> <p>Able to understand and manage a range of complex facts or situations requiring analysis.</p> <p>Excellent communication; verbal and written.</p> <p>Strong problem-solving acumen.</p> <p>Communicates effectively across all levels and media.</p> <p>Ability to adapt personal style in order to influence others and gain support</p>	

	<p>for ideas. Demonstrates empathy towards individual clients.</p> <p>Supports the development of and shares learning with other members of staff.</p> <p>Able to remain professional and effective under pressure.</p> <p>Committed to continuous service improvement and also continued professional development for themselves and their team.</p> <p>Self-directed and resourceful.</p> <p>Flexible approach to work.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>A minimum of six years experience of working as a Clinical Psychologist / Neuropsychologist within a relevant field i.e. working with those presenting with subjective /objective cognitive difficulties or decline; emotional/ mental health issues.</p> <p>Experience of working as a Clinical Psychologist/ Neuropsychologist within a competency framework.</p> <p>Experience of teaching, training and supervising qualified and unqualified staff.</p> <p>Experience of working effectively within a multidisciplinary team.</p>	

	<p>Facilitation and tutoring of clinical staff and monitoring the caseloads of other staff.</p> <p>Experience with routine outcome monitoring.</p>	
<p>Criteria relating to Safeguarding <i>Other requirements needed to confirm suitability to work with vulnerable people e.g. attitudes, skills, experience etc.</i></p>	<p>Relevant training undertaken and renewed in relation to adult/child safeguarding. Knowledge of service procedures and protocols.</p>	