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|---------------------|--------------------------|------------------------|------------|
| <b>Job title</b>    | CBT Therapist            | <b>Job family</b>      | Healthcare |
| <b>Reporting to</b> | Therapy Services Manager | <b>Job code</b>        | HC/025     |
| <b>Location</b>     |                          | <b>Evaluation Date</b> | 08/02/2013 |

**Main Purpose**

Identifies and delivers appropriate and relevant treatments and interventions within the given field of therapy, in order to promote and develop the mental, emotional, physical and social well-being of clients; liaising with family and carers.

**Key Accountabilities**

**Quality**

1. Receives and responds promptly to referrals undertaking assessments to determine and plan an effective therapy programme for assigned clients using appropriate and relevant treatments, activities and interventions.
2. Facilitates individual and group therapy sessions within the given field of therapy ensuring activities and interventions continue to meet the needs of the client, and are consistent with the provisions detailed in the client's therapy plan.
3. Manages an assigned caseload within agreed timescales ensuring regular interaction and communication with clients, professional colleagues and clinical staff.
4. Maintains accurate and up-to-date records in the form of case notes, case files, clinical reports, computerised information systems and other associated documentation presenting and sharing relevant information and knowledge concerning assigned clients with professional and clinical colleagues at regular MDT meetings.
5. Leads and co-ordinates professional and clinical colleagues, providing psychotherapeutic advice and guidance, and assists with the analysis of statistical data and information for research and audit purposes.

**Innovation**

6. Identifies, evaluates and implements new and improved methods, techniques and interventions based upon best practice and evidence based research. The role holder is a member of the Multi-Disciplinary Team.

**Value**

7. Ensures the services and support provide offers good value for money and supports the overall aim of the site.

## **Knowledge & Skills**

The role holder will require a relevant Masters degree as a minimum, a recognised post-graduate qualification together with accreditation from the relevant professional institution.

## **Experience**

The role holder will have professional practice experience gained within their chosen field of therapy, with managerial experience.

## **Autonomy & Impact**

Generally working to agreed short and medium term objectives derived from the clinical services plan. Judgement, decisions and professional advice will have some impact at local level but will report to the Senior Manager on a regular basis.

## **Intelligent Problem Solving**

The majority of problem solving is based upon acquired knowledge and experience. The role holder will need to keep abreast of the latest research and developments within their given field of psychotherapy in order to evaluate, test and implement new techniques, methods and interventions which improve and enhance therapy services within the unit.

## **Responsibility**

### **Staff**

Responsible for the clinical supervision of trained staff.

### **Budgets & equipment**

Shared responsibility for the care and operation of standard equipment.

### **Informatics**

Responsibility for the confidentiality, security and accuracy of assigned patient records, data and information.

## **Communication & Interaction**

Highly sophisticated communication and interpersonal skills are critical as this role holder must gain the trust and build the confidence of patients, in order for treatments and interventions to be effective and successful.

## **Working environment**

Regularly operating within a working environment where the work requires physical stamina and/or emotional resistance.

## **Special Features**

Must participate in appropriate clinical supervision.

## Upholding Company Values

| Competency  | Req'd Level | Descriptors   |
|---|-------------|---|
| <b>Quality -<br/>Of care, treatment, of facilities and of staff</b> | <b>3</b>    | <ul style="list-style-type: none"> <li>✓ Checks quality of own work</li> <li>✓ Follows procedures</li> <li>✓ Corrects errors and mistakes</li> <li>✓ Complies with relevant regulatory and statutory requirements</li> </ul> <hr/> <ul style="list-style-type: none"> <li>✓ Double checks accuracy of own and work of others</li> <li>✓ Carefully monitors and checks the accuracy and quality of others' work</li> <li>✓ Values the input and expertise of colleagues</li> <li>✓ Keeps clear, detailed records and files</li> </ul> <hr/> <ul style="list-style-type: none"> <li>✓ Introduces new systems and processes to improve quality</li> <li>✓ Highlights shortcomings in processes, investigating unusual behaviour and identifying underlying causes</li> <li>✓ Introduces performance standards and relevant KPIs to improve the quality of processes and outputs</li> <li>✓ Tests out hypotheses using modelling techniques to make predictions and forecasts</li> <li>✓ Develops broad plans to take into account risks, conflicts, resources as well as timescales</li> </ul> |
| <b>Innovation -<br/>Being forward thinking and thought leaders</b>  | <b>3</b>    | <ul style="list-style-type: none"> <li>✓ Adapts new services already introduced in other areas within the group</li> <li>✓ Amends these services to suit the needs of the local service</li> </ul> <hr/> <ul style="list-style-type: none"> <li>✓ Proposes new services to regional management, taking into account the local needs of the area</li> <li>✓ Assists and supports regional management with developing and implementing these new services</li> </ul> <hr/> <ul style="list-style-type: none"> <li>✓ Puts forward ideas and contributes towards the development of new services at a local and regional level</li> <li>✓ Proposes new services to regional management, presenting concise and well thought out proposals which are feasible and financially attractive</li> <li>✓ Takes calculated risks knowing the potential pitfalls and benefits involved</li> <li>✓ Leads on implementation of these proposals within own unit, sharing best practice across other units within the region</li> </ul>   |
| <b>Value -<br/>Due to transparency and flexibility</b>              | <b>3</b>    | <ul style="list-style-type: none"> <li>✓ Prices services in line with local needs</li> <li>✓ Reacts to local feedback regarding pricing of services</li> </ul> <hr/> <ul style="list-style-type: none"> <li>✓ Regularly reviews services and price points adjusting where appropriate</li> <li>✓ Adjusts prices in line with demand for services</li> </ul> <hr/> <ul style="list-style-type: none"> <li>✓ Reviews and evaluates price points for services in relation to group wide context</li> <li>✓ Questions and investigates to 'uncover' the real needs of the customer/clients</li> <li>✓ Removes barriers to effective customer service</li> <li>✓ Pre-empts and plans for changes in demand for services</li> </ul>   |