



Hampshire Psychological Therapies Service

JOB DESCRIPTION

Job Title:	Improving Access To Psychological Therapies (IAPT) Step 2 Qualified Psychological Wellbeing Practitioner (QPWP) (employed by Solent Mind)
Reports To:	IAPT Step 2 Senior Psychological Wellbeing Practitioner
Direct Reports:	None
Key Relationships:	IAPT Step 2 team, IAPT Step 3 team, Southern Health NHS Foundation Trust, GPs across Hampshire, IAPT Teams.
Location:	Based initially at Eastleigh (West Hub) but then at Basingstoke (North Hub) or Gosport (East Hub) or Eastleigh (West Hub)
Hours:	37 Hours Per Week (Part Time Also Available Minimum 26 Hours/3.5 days Per Week)
Salary Range:	£25,000 (Pro Rata) Per Annum

Job Summary

The post holder will:

- Work within the Hampshire 'Improving Access to Psychological Therapies' (IAPT) Service which is run as a partnership with Solent Mind and Southern Health Foundation NHS trust.
- Provide a range of high volume low intensity Step 2 cognitive behavioural therapy (CBT) based self-management interventions to clients with mild to moderate anxiety and depression, mainly over the telephone.
- Work on a rota basis at the Hub base to conduct assessments and provide treatments, mainly over the telephone, between the hours of 8am and 8pm.
- See patients and deliver low intensity interventions, including groups, in different locations around the County.
- Undertake GP liaison, data entry and follow up work.
- Take forward developments to the service as directed.

PRINCIPAL DUTIES & RESPONSIBILITIES

Main Responsibilities

Clinical

- Support people with a common mental health problem in the self-management of their recovery by phone or face to face in identified sites across Hampshire.
- Undertake patient-centred assessments using IAPT standardised measures by phone or face to face, which identify the areas where the person wishes to see change or recovery. Make assessment of risk to self and others and refer back patients to GPs if they are deemed to be at risk.
- Offer a range of choice about treatment options available based on the least burden of intervention appropriate to need and provide a range of short-term evidence based low -intensity psychological treatment interventions in accordance with NICE Guidance. This may include information, guided self-help, bibliotherapy, computerised CBT, Exercise on Prescription, medication support, access to group Cognitive Behavioural Therapy and signposting to employment, training and benefits colleagues and agencies. This work may be face to face, telephone or via other media.
- Adhere to an agreed activity schedule relating to the number of client contact interventions and clinical sessions during treatment in order to minimise waiting times and ensure treatment delivery remains accessible and convenient.
- Deliver group interventions both face to face and via webinars.
- Discharge patients or refer on to Step 3 workers for higher intensity treatment.
- Attend multi-disciplinary meetings relating to patients where appropriate.
- Complete all requirements relating to data collection and recording within the service.
- Keep coherent records of all clinical activity in line with service protocols.
- Work closely with Step 3 workers and case management workers ensuring appropriate 'stepping-up' and 'stepping-down' arrangements are in place in line with the 'stepped care approach'.
- Assess and integrate patient issues surrounding work and employment into the overall therapy process.
- Work on a rota basis to provide cover for the TARC (Telephone And Referral Centre) to meet the needs of the service; provide clinical screening and deal with referrals in accordance with agreed service protocols.

Professional

- Work in partnership with GPs to ensure appropriate referrals, raise its profile of the service and keep GPs informed about patient outcomes/ progress.
- Undertake mapping of community resources in identified localities to inform signposting activity.
- Ensure that client confidentiality is protected at all times.
- Be aware of, and keep up to date with advances in the spheres of treatment for common mental health problems.
- Ensure clear objectives and activity levels are identified, discussed and reviewed with the Step 2 Lead PWP on a regular basis as part of continuing professional development.
- Attend clinical/managerial supervision on a regular basis.
- Participate in individual annual appraisal review and respond to agreed service objectives.
- Attend relevant training/ workshops in line with identified professional objectives.

General

- To uphold the aims and values of the organisation.
- To contribute to the ongoing development of the service and to best practice.
- To maintain up-to-date knowledge of legislation, national and local policies and procedures in relation to Mental Health and Primary Care Services.
- Work within the organisation's policies and procedures.
- All employees have a duty and responsibility for their own health and safety and the health of safety of colleagues, patients and the general public.
- All employees have a responsibility to prevent abuse and neglect and report concerns.
- All employees have a responsibility and a legal obligation to ensure that information processed for both patients and staff is kept accurate, confidential, secure and in line with the Data Protection Legislation and Security and Confidentiality Policies.
- Undertake not to abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

This list is non exhaustive and other duties may be required to be undertaken to meet the needs of the organisation.



Person Specification: **Step 2 IAPT Qualified Psychological Wellbeing Practitioner (QPWP)**

Location: **Based initially at Eastleigh (West Hub) but then at either Basingstoke (North Hub) or Eastleigh (West Hub)**

Requirement	Essential or Desirable
<p>Qualifications/Education/Training:</p> <p>University Certificate in Clinical Practice in IAPT Psychological Wellbeing Practitioner training at Postgraduate or Degree level.</p>	Essential
<p>Experience:</p> <p>Experience of working effectively with people with mental health problems, specifically anxiety and depression.</p> <p>Experience of joint work and multi-agency and partnership working.</p> <p>Experience of facilitating group based learning (or therapeutic activity).</p> <p>Experience of using patient management systems.</p>	Essential Essential Desirable Essential
<p>Knowledge/Skills/Competencies:</p> <p>Ability to undertake client assessments (including risk assessments) and gather information about the duration and impact of illness and motivational levels in a time limited model.</p> <p>Ability to develop good therapeutic relationships with clients and help people through guided self-help, computerised CBT and other Step 2 interventions.</p> <p>Professional telephone manner.</p> <p>High standard of written and verbal communication skills to communicate clearly and effectively with colleagues, service users, carers and relatives.</p> <p>Understanding of anxiety and depression and how it may present in primary care.</p> <p>A thorough understanding of the role of the PWP in Improving Access to Psychological Therapies Programme (IAPT) and the concept of stepped care and the ability to contribute to the development of best practice.</p> <p>Intermediate IT skills, including the use of Microsoft Office programmes.</p> <p>Ability to work at speed with a computer based information system to record all client assessments and activity on the system IAPTUS.</p> <p>Ability to be self-reflective and use supervision, training and performance review to enhance professional development, skills and knowledge.</p> <p>Strong presentation skills.</p> <p>Ability to work under pressure and manage own personal stress.</p>	Essential Essential Essential Essential Essential Essential Essential Essential Essential

Ability to work as an effective team member and form good working relationships.	Essential
Excellent time management and organisational skills.	Essential
Good administrative skills.	Essential
Ability to be flexible.	Essential
Willingness to travel to localities across Hampshire.	Essential
Other:	
Ability to be flexible with working hours to meet the needs of the service, including evening work.	Essential
Commitment Solent Mind's value base underpinned by access, recovery and social inclusion.	Essential
Commitment to Solent Mind's Equal Opportunities and Diversity policies.	Essential
Willingness to undergo a relevant DBS Check if required.	Essential
Fluent in community languages other than English.	Desirable

Date job originated: May 2010 Date job reviewed: May 2021 Reviewing Manager: Zoe Collier
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DBS NOTE TO APPLICANTS

Disclosure & Barring Service And Recruitment Of New Staff

Solent Mind has registered with the Disclosure & Barring Service (DBS), previously known as CRB, in order to make safe, well informed recruitment decisions. We are ensuring that all our relevant policies meet legal and best practice requirements.

We have assessed the post of:-

QUALIFIED PSYCHOLOGICAL WELLBEING PRACTITIONER

As requiring an:-

Enhanced & Barred level of disclosure.

All convictions, including convictions which would otherwise be “spent” under the Rehabilitation of Offenders Act 1974, must be disclosed for the purposes of this job application.

Solent Mind will determine the relevance of any convictions to the post applied for in line with guidance from the DBS.

Any applicant who is offered employment will be subject to a DBS check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands or final warnings as well as convictions. Applicants will have the opportunity to discuss any disclosure information before a final decision is made as part of the post interview process.