

JOB DESCRIPTION

Job title	IAPT Psychotherapeutic Counsellor Foundation Trainee
Service/Department	Talking Therapies
Sector/Function	Mental Health and Learning Disabilities
Reports to (Job title)	Operational Team Leader
Grade	3
Job purpose	<p>This is a training role within the Improving Access to Psychological therapies Programme (IAPT).</p> <p>IAPT service delivery is predicated on a stepped care model, delivering interventions recommended by NICE and set out in the IAPT Manual. IAPT Psychotherapeutic Counselling trainees will work in NHS commissioned IAPT services, complete the IAPT national curriculum for High Intensity Psychotherapeutic Counsellors and provide a portion of the high intensity interventions of the service, delivering one of the following IAPT-approved modalities, based on the specific training pathway of the that they undertake within the national curriculum: Couple Therapy for Depression (CTfD), Brief Dynamic Interpersonal Therapy for Depression (DIT), Interpersonal Psychotherapy for Depression (IPT) or Person-Centred Experiential - Counselling for Depression (PCE-CfD).</p> <p>The IAPT Psychotherapeutic Counselling national curriculum will provide a Foundation level, followed by a Postgraduate Diploma (Level 7) training in Psychotherapeutic Counselling, leading to a qualification to practise as a High Intensity Therapist in IAPT services delivering NICE-recommended evidence based psychological therapy for adults with depression. This position is for trainees undertaking the foundation stage of the training. Recruitment for the courses will be aimed at graduates (and those who can demonstrate professional and academic equivalence) with a commitment to the IAPT model. Trainees will be jointly recruited by IAPT services and training providers and will be employed within IAPT services. On completion of the foundation training, trainees will be eligible to apply to continue on to the Level 7 Postgraduate Diploma.</p> <p>The training and service experience will equip the post holder with the necessary knowledge, attitude and capabilities to operate effectively in an inclusive, value driven service.</p> <p>The post holder will attend all taught and self-study days required by the education provider, as specified within the agreed national curriculum and work in the service for the remaining days of the week using their newly developed skills.</p>
Key accountabilities	<p>Clinical</p> <p>1.1 To accept referrals via agreed pathways and protocols within the service.</p> <p>1.2 Following sign off as meeting a foundation standard of competence</p>

	<p>through simulation, trainees will assess and support service users with mild to moderate depression in IAPT services in the self-management of their recovery using either a humanistic/ person-centred or psychoanalytic/ psychodynamic psychotherapeutic counselling approach, under close supervision within an IAPT stepped care setting and in line with the <u>IAPT Manual</u>.</p> <p>1.3 Undertakes patient-centred interviews which identifies areas where the person wishes to see change and or recovery and makes an accurate assessment of risk to self and others.</p> <p>1.4 Make decisions on suitability of new referrals, adhering to the service's referral protocols, refers unsuitable clients on to the relevant part of the service or back to the referral agent as necessary or steps-down the person's treatment to low intensity intervention.</p> <p>1.5 Following assessment, identify and negotiate the focus and contract for time limited counselling as per service contract and protocols.</p> <p>1.6 Deliver time limited counselling interventions in accordance with the IAPT Manual, the evidence base, service protocols. This work may be in person, via video consultation or telephone.</p> <p>1.7 Adhere to an agreed level of activity relating to the number of client contacts offered, and clinical sessions carried out per week in order to minimise waiting times and ensure treatment delivery remains accessible and convenient.</p> <p>1.8 Complete all requirements relating to data collection within the service utilising electronic record and data collection systems as required.</p> <p>1.9 Keep coherent records of all clinical activity in line with service protocols and use these records and clinical outcome data in clinical decision making.</p> <p>1.10 Work closely with other members of the team ensuring appropriate step-up and step-down arrangements are in place to maintain a stepped care approach within the IAPT Service.</p> <p>1.11 Attend multi-disciplinary meetings relating to referrals or clients in treatment, where appropriate.</p> <p>1.12 To agree confidentiality boundaries with patients (working within professional codes of ethics and those of the employer).</p> <p>1.13 To undertake risk assessments and take the appropriate action (possibly breaching patient confidentiality in the interests of the client or as dictated by legislation and service policy).</p> <p>1.14 To have a caseload of individual clients (or couples if undertaking the Couple Therapy for Depression pathway), with sessions offered in person,</p>
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via video consultation or telephone.

- 1.15 Educate and involve family members and others in treatment as necessary.
- 1.16 Assess and integrate issues surrounding work and employment into the overall therapy process.
- 1.17 Operate at all times from an inclusive values base which promotes recovery and recognises and respects diversity.

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Training and Supervision

- 2.1. Attend and fulfil all the requirements of the training element of the post including practical, academic and practice based assessments.
- 2.2. Apply learning from the training programme in practice
- 2.3. Receive supervision from educational providers in relation to course work to meet the required standards.
- 2.4. Prepare and present clinical information for all patients on their caseload to clinical case management supervisors within the service on an agreed and scheduled basis, in order to ensure safe practice and the clinical governance obligations of the trainee, supervisor and service are delivered.
- 2.5. Respond to and implement supervision suggestions by supervisors in clinical practice.
- 2.6. Engage in and respond to clinical skills development supervision to improve competences and clinical practice.
- 2.7 Attend organisational mandatory training as required by the employer, relevant to your role.
- 2.8 Undertake training and continued professional development as appropriate to the role.
- 2.9 Trainees will be required to complete a minimum of 50 hours of personal therapy over the three years, commencing in Year 1 prior to starting work with service users. Therapy undertaken prior to the commencement of training may not be counted towards this requirement. The therapy must be in the overarching theoretical orientation of the training (i.e. humanistic/person-centred or psychoanalytic/psychodynamic).

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Professional

- 3.1. Ensure the maintenance of standards of practice according to the IAPT manual, the employer and any regulating bodies, and keep up to date on

policy/guidelines set by the department of health (e.g. NHS Long Term Plan, National Institute for Clinical Excellence guidelines).

3.2. To liaise with other NHS professionals and colleagues working in psychological therapies, primary care, secondary care, statutory and non-statutory agencies to ensure that appropriate referrals are made in agreement with the patient, in order to build good collegiate relationships which supports appropriate psychological interventions.

3.3 Ensure that client confidentiality is protected at all times, within the limits required by policy.

3.4. Be aware of, and keep up to date with advances in the treatment for common mental health problems.

3.5. Ensure clear objectives are identified, discussed and reviewed with senior therapists on a regular basis as part of continuing professional development.

3.6. Participate in individual performance review and respond to agreed objectives.

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3.7. Keep up to date all records in relation to Continuous Professional Development and ensure a personal development plan maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.

3.8. Attend relevant conferences / workshops in line with identified professional objectives.

General

4.1. To contribute to the development of best practice within the service, aligned to the IAPT Manual.

4.2. To maintain up-to-date knowledge of legislation, national and local policies and procedures in relation to Mental Health and Primary Care Services.

4.3. 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.

4.4. 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 Act (1998) and Security and Confidentiality Policies.

4.5. It is the responsibility of all staff that they do not abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

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4.6. This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the post holder in light of service development.

Dimensions	No. of direct reports	n/a
	Total staff overseen	n/a
	Internal contacts	Clinical Colleagues Client Advisors Operational Managers
	Planning timescales	
	Nature of problems solved	
	Financial authority limits	No direct financial responsibilities as not the budget holder. Working within TP Financial policies and procedures.

PERSON SPECIFICATION



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Personal effectiveness	Essential	Desirable
	Ability to integrate training into practice	Received training in and carried out risk assessments within scope of practice
	Demonstrates warmth, kindness, compassion, empathy	
	Demonstrates authenticity, self-awareness, maturity and stability	Ability to use clinical supervision and personal development activity positively and effectively
	Ability to listen, be present and attentive	
	Ability to come alongside people experiencing emotional and psychological distress	
	Capacity for reflexivity	
	Ability to be vulnerable and make use of and reflect upon own life experience	
	Capacity to cope with the emotional demands of the course	
	Ability to cope with the intellectual and academic requirement	
	Ability to be self-critical and use both	

	<p>positive and negative feedback</p> <p>Awareness of and ability to explore issues of difference and equality and the nature of prejudice and oppression</p> <p>Ability to recognise the need for personal and professional support and self-care</p> <p>Able to develop good therapeutic relationships and maintain professional boundaries</p> <p>Excellent organisational and time management skills including ability to manage conflicting demands and work under pressure</p> <p>Excellent verbal and written communication skills, including telephone skills</p> <p>Computer literate - with skills required to manage electronic patient records</p>	
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Technical effectiveness	Essential	Desirable
	<p>Demonstrates an understanding of and commitment to evidence based practice (as outlined in NICE guidance) and the IAPT stepped care model.</p> <p>Demonstrates an understanding of anxiety and depression including the wider impact for the whole person</p> <p>Demonstrates a knowledge of the issues surrounding work and meaningful occupation and the impact it can have on mental health</p> <p>Demonstrates an understanding for the need to use evidence based psychological therapies and how it relates to this post</p> <p>Well developed skills in the ability to communicate effectively, orally and in writing, complex, highly technical and/or clinically sensitive information to clients, their families, carers and other</p>	<p>Knowledge of medication used in anxiety and depression and other common mental health problems</p>

	professional colleagues both within and outside the NHS	
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Acquired experience & qualifications	Essential	Desirable
	<p>Recognised degree at 2:2 or above in any relevant subject, or equivalent, or Demonstrates competency via a portfolio of evidence, which meets specified academic equivalence requirements</p> <p>Completed a Level 2 Certificate in Counselling Skills, (minimum of 10 days or 60 hours of face-to-face tuition at level 2 or level 3). Note: Online courses are not acceptable. L2 Award, Helping Skills and Introductory courses are not acceptable.</p> <p>Show a commitment to working with people with common mental health problems</p> <p>Demonstrable interpersonal skills and values consistent with providing hopeful, person-centred care within the IAPT stepped model of care</p> <p>Evidence of working within a team environment</p> <p>Evidence of communicating with individuals from diverse backgrounds</p> <p>Demonstrates high standards in written communication</p> <p>Able to write clear reports and letters</p>	<p>Evidence of working with people who have experienced a common mental health problem.</p> <p>Previous clinical or professional expertise in mental health</p> <p>Worked in a setting where agreed targets in place demonstrating clinical outcomes</p> <p>Experience managing own caseload and time</p> <p>Evidence of working in the local community</p> <p>Experience of working in partnership with other services</p>

Other requirements	Essential	Desirable
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	<p>Able to meet all the requirements of the IAPT Psychotherapeutic Counsellor training</p> <p>Able to complete academic components of the full training programme including Foundation course, and postgraduate diploma.</p> <p>High level of motivation to work within IAPT services and complete the psychotherapeutic counselling training</p> <p>Ability to foster good working relationships</p> <p>Ability to be self-reflective, whilst working with service users, in own personal and professional development and in supervision</p> <p>Regard for others and respect for individual rights of autonomy and confidentiality</p> <p>Willingness and ability to travel to locations throughout the organisation</p> <p>Willingness and ability to work through interpreters</p> <p>High level of enthusiasm and Motivation.</p> <p>Advanced communication skills</p> <p>Ability to work within a team and foster good working relationships</p> <p>Ability to use clinical supervision and personal development positively and effectively</p> <p>Ability to work under pressure</p> <p>Regard for others and respect for</p>	<p>Fluent in languages other than English</p> <p>Car driver and/or ability and willingness to travel to locations throughout the organisation</p> <p>Fluent in languages other than English</p> <p>Experience of working with diverse communities and within a multicultural setting</p>
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	<p>individual rights of autonomy and confidentiality</p> <p>Ability to be self reflective, whilst working with service users, & in own personal and professional development and in supervision</p> <p>The ability and skills to act as an advocate for a new service, to engage and foster good professional relationships with all health professionals in promoting the good integration of this service with the wider health care system</p>	
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