




TAVISTOCK & PORTMAN NHS FOUNDATION TRUST
120 Belsize Lane, London NW3 5BA

JOB DESCRIPTION & PERSON SPEC

Post and specialty:	Consultant Psychiatrist in Forensic Psychotherapy Replacement post		
Royal College of Psychiatrists approval details:	RCPsych Ref No: LON NW-CO-STH-2023-01629 (Approved) 		
Base:	Portman Clinic, Tavistock and Portman NHS Foundation Trust 8 Fitzjohn's Avenue, London NW3 5NA		
Contract:	Permanent		
	Total PAs: 6	SPA: 1.5	DCC: 4.5
Accountable professionally to:	Medical Director		
Accountable operationally to:	Portman Clinic Specialist Service Manager and Clinical Lead		
Key working relationships and lines of responsibility:	Line Manager: Jessica Yakeley Team Lead: Jessica Yakeley Associate Clinical Director: Tim Kent Clinical Director: Rachel James Chief Operating Officer: Sally Hodges Chief Executive: Michael Holland Deputy Medical Director: Caroline McKenna Medical Director and Responsible Officer: Chris Abbott Director of Medical Education: Jessica Yakeley Lead for SAS doctors: Chris Abbott		

THE TAVISTOCK AND PORTMAN NHS FOUNDATION TRUST

The Tavistock and Portman NHS Foundation Trust is a specialist mental health trust with a focus on training and education alongside a full range of mental health services and psychological therapies for children and their families, young people, and adults. The Trust is committed to improving mental health and emotional wellbeing, believing that high quality mental health services should be available for all who need them. Our contribution is distinctive in the

importance we attach to social experience at all stages of people's lives, and our focus on psychological and developmental approaches to the promotion of health and the prevention and treatment of mental ill health.

The Trust makes its contribution through:

- Providing relevant and effective clinical services for children and families, young people, and adults, ensuring that those who need our services can access them easily,
- Providing training and education aimed at building an effective and sustainable NHS and Social Care workforce and at improving public understanding of mental health,
- Undertaking research and consultancy aimed at improving knowledge and practice and supporting innovation,
- Working actively with stakeholders to advance the quality of mental health care, and to advance awareness of the personal, social, and economic benefits associated with psychological therapies.

The Tavistock and Portman NHS Foundation Trust is an Equal Opportunity employer and has a 'No Smoking' Policy.

THE PORTMAN CLINIC

The Portman Clinic was founded in 1933 for the specific purpose of studying and treating delinquency and sexual deviancy. The Portman Clinic is an NHS England commissioned national specialist psychotherapy outpatient clinic offering psychoanalytically orientated and psychodynamic assessment, treatment, and management for children, adolescents, and adults who suffer from problematic sexual behaviours or engage in delinquent, criminal or violent behaviour. Treatment offered is individual, group, and couple therapy.

The Portman Clinic also delivers consultation, supervision and reflective practice to teams and organisations within the criminal justice system, social care, forensic mental health, education, and the voluntary sector.

The Portman Clinic delivers a number of educational courses and CPD activities, including a British Psychoanalytic Council accredited forensic psychotherapy training.

The aim of the Portman Clinic is to develop a body of knowledge on criminality, sexual deviancy, and violence through its clinical work and to disseminate this expertise through consultancy, teaching and training, research and publication.

The Clinic is commissioned by NHS England for its clinical services, and therefore has a national catchment area. Nonetheless 75-80% of referrals come from within Greater London. Most referrals come from GPs or secondary mental health services, as well as referrals from probation, social services, youth offending services, local authority education services, the third sector, and the private sector, and importantly, the clinic accepts self-referrals. Regarding demographics, the average age of referral is 35 (Range 4 - 80), 85% of patients are male, and around 15% of patients are black, Asian or from other minority ethnic groups. Patients come from all socio-economic backgrounds.

The Clinic assesses about 150 patients a year and at any one time there are roughly the same number of patients in treatment, roughly half in individual psychoanalytic psychotherapy and half

in group analytic therapy, and a handful receiving couple therapy. Therapy is long term, the average length of time being 3-5 years, although trainees will see patients for 12-18 months. There is also a mentalization-based treatment (MBT) programme for men with a diagnosis of antisocial personality disorder. The child psychotherapists see children and adolescents for therapy, as well as work with their families and carers.

Many of the patients who are referred have had several interventions by local services but need the specialist provision offered by the Portman Clinic. A recent audit of adults (over 18) accepted for treatment showed that 67 % present with paraphilic disorders and other problematic sexual behaviours (e.g. paedophilia, use of child internet pornography, exhibitionism, addiction to adult pornography), 19% with violence (antisocial behaviour, domestic violence/ interpersonal violence, physical assault, sexual assault, rape, murder; and 10% with a combination of sexual and violent behaviours.

The Trust has no inpatient facilities, but where necessary, clinicians work closely with patients' local catchment area Crisis Resolution and Home Treatment (CRHT) teams, CMHTs, forensic services, criminal justice system, social care and any other involved agencies. The Portman Clinic also jointly works with the Trust's Forensic CAMHS, which is located within the same building.

For those patients who are also under the care of a CMHT, another mental health service, social services or under probation supervision, the patient's case manager would liaise and attend CPAs as appropriate. However, given the nature of the difficulties that the patients present with we maintain confidentiality and non-disclosure of clinical information to third parties unless there is a serious risk of harm to the patient or others. Without such a clinical setting and ethos, the patients would not come and discuss the often very difficult matters they do discuss, with a view to some reduction or cessation in their disturbing behaviours.

The Portman Clinic's clinical staff group are multidisciplinary, with core professions in psychiatry, psychology, nursing, social work, probation, adult psychotherapy, and child psychotherapy. All clinical staff have a further qualification as a BPC-accredited psychoanalyst or psychotherapist. There are currently 3 other consultant psychiatrists, 2 of whom work part-time.

The team consists of:

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| • 1 whole time equivalent (WTE) consultant psychiatrist | Jessica Yakeley |
| • 2 x 0.6 WTE consultant psychiatrist (one vacant post) | Reena Manghnani |
| • 1 x 0.3 WTE consultant psychiatrist | Alla Rubitel |
| • 1 x 0.5 WTE specialty registrar in forensic psychotherapy | Alexis Theodorou |
| • 1 x 0.3 WTE highly specialist psychotherapists Band 8c | Stephen Blumenthal |
| • 2 x 1 WTE highly specialist psychotherapists Band 8b | Pedro Freire |
| | Gabrielle Brown |
| • 1 x 0.6 WTE highly specialist psychotherapist Band 8b | Tomasz Fortuna |
| • 1 x 0.5 WTE highly specialist psychotherapist Band 8b | Elena Mundici |
| • 1 x 0.7 WTE highly specialist psychotherapist Band 8a | Eleanor Fellowes |
| • 1 x 0.6 WTE highly specialist psychotherapist Band 8a | Neetu Rastogi |
| • 1 x 0.5 WTE highly specialist child and adolescent psychotherapist Band 8b | Ariel Nathanson |
| • 2 x 0.6 WTE highly specialist child and adolescent psychotherapists Band 8a | Tim Baker |
| | Eliza Newell |
| • 1 x 0.6 WTE highly specialist child and adolescent psychotherapist Band 7 | |

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| | Cecilia D'Alancon |
| • 1 x 1 WTE research psychologist (vacant) | |
| • 1 x 1 WTE research assistant/assistant psychologist (vacant) | |
| • 4 x WTE admin staff, Band 4 | Maria Mckenzie
Elizabeth Sobanjo
Folashade Adebisi
Vania De Sousa |
| • 1 WTE deputy operations manager, Band 6 | Thangaraiah Chandrakumaran |
| • 1 x 0.25 WTE operations manager, Band 7 | Joe Anderson |

JOB SUMMARY

This is a six programmed activity (PA) Consultant Psychiatrist post to provide clinical services and contribute to the consultancy, teaching, and research activities of the Clinic. Specifically, the post holder will provide assessments, individual and/or group psychotherapy for patients, supervise a psychiatry specialist trainee in forensic psychotherapy, engage in the Clinic's other teaching and training programmes, offer consultancy to teams and organisations in the forensic field and engage in clinical governance, audit and outcome research. The post is a pre-existing replacement post.

CLINICAL DUTIES

The post holder will undertake clinical assessments and treatment of patients referred to the Clinic for psychotherapy. This will include seeing patients for individual and group psychotherapy. The estimated caseload will be to see 5 patients for weekly individual therapy, conduct a weekly psychotherapy group, and to carry out one assessment interview per week. They will also be part of the referrals /intake team.

As well as their individual case load, the post holder will also be the case manager (care coordinator) for around 20 patients of other clinicians which will involve doing reviews, crisis plans, liaising with other services/agencies etc. This involves, on average, meeting with the patient once or twice a year.

As part of their clinical work, the post holder will also deliver fortnightly reflective practice or consultancy to specific teams or services within the forensic field, which may be on-line or in person.

The postholder will be expected to attend the clinical meetings:

Weekly intake/referrals meeting Friday 10.00-11.00

Weekly clinical team meeting Friday 11.00-12.30

Fortnightly 'unit' meeting to discuss assessments Wednesday 13.00-14.00

Monthly reflective practice for Portman Clinic staff Wednesday 13.00-14.00

Fortnightly peer group supervision for group therapists Wednesday 12.00-13.00

Monthly supervision for delivering reflective practice Friday 13.45-14.45

Clinical Responsibility

The post holder is clinically responsible for the cases allocated to them and for the cases allocated

to the trainees within the service who are supervised by the post holder. The post holder will also be expected to provide clinical advice to other members of the clinic about the cases they are responsible for.

There is no specific requirement for Section 12(2) status and/or Approved Clinician status and/or DOL as the Portman Clinic is a community service and rarely accepts patients who are detained under the Mental Health Act.

CLINICAL GOVERNANCE AND QUALITY ASSURANCE

The post holder would be expected to play an active role supporting clinical governance. All Consultant Psychiatrists are expected to take part in clinical audits and quality improvement projects at Team / Directorate level every year. The post holder would be expected to keep up to date and accurate clinical records and to communicate appropriately with patients, referrers and other agencies, complying with the Trust's requirements regarding clinical governance, CPA, outcome monitoring, NICE guidelines etc., and with guidelines on confidentiality and data protection.

TEACHING AND TRAINING

The Trust has a national brief for training in the mental health professions and is a national centre for psychoanalytic and systemic training. The Trust is committed to developing new training initiatives to meet the needs of the modern NHS. It is committed to the expansion of training opportunities for professionals from minority ethnic communities.

The Portman Clinic is a key placement for the higher specialist trainees on the 5-year dual training in Forensic Psychotherapy. The training is integrated between the Portman Clinic and Three Bridges Regional Secure Unit at Ealing Hospital (West London NHS Trust). All consultant psychiatrists in the Trust are expected to act as clinical and/or educational supervisors for psychiatry trainees, and the post holder will be expected to contribute to aspects of this forensic psychotherapy training, including being a clinical and educational supervisor for the trainee, and will be expected to undergo the necessary training requirements. The Director of Medical Education, who oversees medical education in the trust, including being responsible for the accreditation of clinical and educational supervisors, is Dr Jessica Yakeley.

The Portman Clinic also delivers a BPC accredited forensic psychotherapy training (D59 F) and the post-holder will be expected to provide fortnightly supervision for one of the trainees. The post holder will also be expected to provide some teaching in the form of lectures, seminars or case discussion groups to this training and other Portman delivered courses. Teaching and training resources are provided by the Trust's Directorate for Education and Training, and the post holder will have full access to the Trust's library.

MANAGEMENT

There are no formal management responsibilities attached to the post. However, as a consultant psychiatrist it is expected that the post holder may take on a range of leadership and management tasks as agreed with the Clinic Director, including playing an active role in service development and business planning, as and when opportunities arise.

The post holder would be accountable to the Clinical Lead and Specialist Service manager of the Portman Clinic and collaborate closely with her. They would also be a member of the Medical Staff Committee and thus have good working links with the other clinical services within the Trust.

ANNUAL LEAVE AND ON-CALL RESPONSIBILITIES

The Clinic is an outpatient service only and there is therefore no 24-hour on-call expectation. At present all senior clinicians participate in an on-call duty rota covering the hours when the Clinic is open. Since the Clinic does not offer an emergency service, on-call duties, in practice, involve telephone contact with patients, letter writing responsibilities, and advice and support to administrative and secretarial staff.

The annual leave entitlement is compliant with the national terms and conditions of consultants and is six weeks plus two statutory days, pro-rata for part-time staff, and, for consultants on the English or Northern Irish 2003 contract and have been a consultant for seven or more years, another two days. Annual leave is agreed in advance by the Clinic Director and the post holder's duties covered by the other clinicians internally.

CONTINUING PROFESSIONAL DEVELOPMENT, APPRAISAL FOR REVALIDATION, AND JOB PLANNING

This Trust actively supports CPD, in line with College guidelines. The post holder will be expected 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, regular professional supervision and appraisal, and an active engagement with current developments. The post holder will be expected to be of good standing for CPD, including being in a PDP group and there are opportunities for the post holder to join one within the Trust.

There are many interdisciplinary scientific and academic lectures and seminars in the Trust, including a psychiatric forum, which are held throughout the year and which the postholder is encouraged to attend.

The post holder will receive regular clinical supervision at the Portman Clinic, both on a fortnightly individual level for their patients by a senior clinician, as well as peer group supervision with the weekly group workshop, weekly clinical meetings, and fortnightly meetings where assessments are discussed.

The post holder will be expected to fully comply with the appraisal for revalidation process. Annual appraisals are supported by an electronic system, SARD, and the clinical governance / appraisal support staff. This includes the administrative support and processing of data necessary for all 360 patient and peer appraisals. All consultants receive free training in appraisal. The post holder will be invited to an annual appraisal with senior psychiatric colleague trained in appraisal, which will include the formulation of a professional development plan and specific details of continuing professional development in relation to the tasks of the post and its development over time. There is a study leave allowance of 10 days per year pro-rata for attending conferences, reading relevant literature, and writing papers for presentation at Tavistock-organised and other conferences. A study leave budget of £500 per year is available, to supplement the wide variety of training experiences and mandatory courses which are provided free by the Trust.

As a member of the medical discipline, the post holder will be expected to attend the monthly Medical Specialty Committee meetings, which are held at 1-2 pm on the last Monday of each month, as well as act an appraiser for medical revalidation, conducting 2 or 3 appraisals per year.

Job planning would be carried out annually with the Specialist Service Manager of the Portman, with input from the post holder's medical appraiser. Timely job plan review will also occur when there are proposed workload changes to support safe working and identify the need for any additional support.

The post holder will be expected to adhere to code of professional conduct of the General Medical Council.

RESEARCH

There are no formal research commitments, but the Clinic has an active research programme and involvement is welcomed on a range of current projects. The Clinic's research programme is part of the overall research activities within the Trust's research department. Furthermore, the Portman Clinic has active links with the Department of Psychology and Language Sciences at University College London.

MANDATORY TRAINING

The post-holder will also be required to attend mandatory training events as set out in the Trust's Staff Training Policy which includes attendance at induction and ongoing training in fire safety, health and safety, infection control, risk management, safeguarding children, and to participate in appraisal.

The post-holder will be required to adhere to all Trust wide policies and procedures including: Equal Opportunities, Risk Management, Health and Safety, Safeguarding Children, Confidentiality and compliance with the Data Protection Act.

All clinical staff registered with a professional body are required to comply with the code of conduct of that professional body. The trust will take appropriate action when codes of conduct are breached.

STAFF WELLBEING

The health and wellbeing of all staff is a priority in the Trust.

Occupational health (OH) is provided by the Trust in collaboration with Team Prevent, the UK division of Europe's leading independent occupational health and safety provider and is the leading provider of Occupational Health and Employee Health and Well-Being services to the NHS. Details about OH are disseminated at induction and regularly when in post.

The Trust provides all staff with access to counselling services for help with a range of issues that may affect their personal and working lives. Staff can self-refer and the service is confidential.

The post-holder will also have access to Care first, a free and confidential employee assistance programme. Care first is an independent provider of professional employee support services. Care first employs professionally qualified counsellors and information specialists who are experienced in helping people to deal with all kinds of practical and emotional issues such as wellbeing, family matters, relationships, debt management and workplace issues. Care first is available 24 hours a day, 7 days a week throughout the year and is accessible by phone or on line. Staff can self-refer. Care first also provides booklets, articles and resources information on

support services in the local area.

Yoga, Tai Chi, meditation and mindfulness classes are available to staff at discounted prices.

Doctors' wellbeing is also supported following serious incidents that involve their patients, with nominated senior colleague support from the Portman Clinic and wider Trust, as well as confidential clinical supervision and reflective practice spaces with colleagues from the Portman Clinic.

ADMINISTRATIVE SUPPORT AND OFFICE FACILITIES

The postholder will have full support from the Portman Clinic's administrative team. They will have their own desktop computer and laptop, and full support from the Trust's IT and Informatics Department.

The Clinic is situated in a large Victorian house on three storeys with both the basement and the attic providing further space for an expanding team. The post-holder can be expected to be allocated a room as an office, which might be shared with another member of staff, since all staff are part-time. Other rooms are bookable for specific times to see patients.

EXTERNAL DUTIES, ROLES, AND RESPONSIBILITIES

The Trust actively supports the involvement of the consultant body in regional and national groups subject to discussion and approval with the medical director and, as necessary, the chief executive officer.

OTHER DUTIES

From time to time it may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any reasonable proposed changes that the Trust might make.

Because of the nature of the work of this post, it is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act, 1974 by virtue of the Rehabilitation of Offenders Act, 1964 (Exemption Order, 1975). Applicants are, therefore, not entitled to withhold information about convictions including those which for other purposes are 'spent' under the provisions of the Act, and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

The successful candidate will be required to live within a distance of the Portman Clinic acceptable to the Trust Management and to maintain his or her home in contact with the public telephone services.

For further information about the post please contact:

Dr Jessica Yakeley, Consultant Psychiatrist in Forensic Psychotherapy and Director, Portman Clinic
on 020 7494 8262

This job description is subject to annual review in consultation with the post holder

CONSULTANT PSYCHIATRIST IN FORENSIC PSYCHOTHERAPY PERSON SPECIFICATION

Attributes to be assessed by application form and interview

<u>Specification</u>	<u>Essential</u>	<u>Desirable</u>	<u>Where assessed</u>
MB BS or equivalent medical qualification.	v		Application form
MRCPsych or equivalent		v	
Inclusion on The GMC's Specialist Register, or eligible for inclusion on the Specialist Register, or within 6 months of award of CCT		v	Application form
Experience of psychoanalytic psychotherapy and other therapeutic modalities	v		Application form and interview
Experience of working with forensic patients	v		Application form and interview
Capacity to work effectively within a multidisciplinary team	v		Application form and interview
Good capacity to communicate with colleagues and clients	v		Interview
Experience of working with professional networks	v		Application form and interview
Capacity to be in a leadership role	v		Application form and interview
Section 12 Approval		v	Application form
Experience of audit and outcome monitoring	v		Application form and interview
Experience of teaching and supervision	v		Application form and interview

WORK PROGRAMME

It is envisaged that the post holder will work 6 programmed activities over 3 or 4 days. Following appointment there will be a meeting at no later than three months with the clinical manager to review and revise the job plan and objectives of the post holder. The overall split of the programmed activities is 4.5 to be devoted to direct clinical care and 1.5 to supporting professional activities (as per the Royal College of Psychiatrists recommendation). The timetable is indicative only. A formal job plan will be agreed between the post holder and clinical manager three months after commencing the post and at least annually thereafter.

The organisation of the six PAs can be fairly flexible, however, there are some fixed events to which all staff are expected to adhere:

- **Wednesdays:**

The post holder will be expected to attend meetings 13.00-14.00: Unit meetings which occur fortnightly to allocate and discuss assessments, as well as management issues arising from treatment; monthly reflective practice for the team; and monthly research meetings.

If the post holder runs a group he/she will be expected to attend the group workshop that runs weekly from 12:00-13:00. This is a meeting which is attended by all clinicians running groups, where peer supervision occurs, as well as discussion of referrals for group therapy and other matters pertaining to groups.

- **Fridays:**

The post holder will be expected to attend the weekly Friday case discussion meeting from 11.00 am to 12.30 pm. Once or twice a term there is a staff meeting on a Friday from 11.00 am to 12.30 pm when managerial and Trust-wide issues are discussed.

The normal opening hours of the Clinic are 9.00 am to 8.00 p. m. Mondays to Wednesdays, 9.00 am to 5.00 pm Thursdays and Fridays. The postholder may be asked to work one of their PAs on one of these evenings so that patients who work can be seen.

The indicative timetable includes 1.5 SPA of non-clinical activities. Friday morning and Wednesday 12-2 pm are non-negotiable but there is flexibility for the remaining PAs, which can be at different times/days than those suggested below. Fortnightly supervision with a senior colleague is also included in the timetable.

Breakdown of job plan per week

1.5 SPA (6 hours):

Supervision of trainees = 1.5 hours

CPD = 2 hours

Teaching & training/job planning/appraisal and revalidation/service management etc = 2.5 hours

4.5 PAs (18 hours) for clinical time

5 weekly patients, 1 assessment, 1 group = 7.5 hours

Clinical admin time = 4 hours

Delivering clinical consultation/Reflective practice = 4 hours (including travel time)

Individual clinical supervision = 0.5 hours (fortnightly)

Peer supervision for group therapy (group workshop) = 1 hour

Assessment supervision/Research group supervision/Reflective practice for Portman = 1 hour

Clinical meeting = 1.5 hours

MONDAY	AM	
	PM	Admin, Training, Professional Meetings and CPD
TUESDAY	AM	
	PM	
WEDNESDAY	AM	
	PM	Group workshop/Unit meeting/clinical
THURSDAY	AM	Clinical/admin
	PM	Clinical/admin
FRIDAY	AM	Intake/clinical meeting/clinical
	PM	Clinical/consultations/admin