

Job Description

CT1-3 in Primary Care Mental Health Liaison

Clinical Supervisor:	Dr Peter MacRae
Locality:	City & Hackney
Team / Service:	Primary Care Mental Health Liaison Service
Main Base:	Donald Winnicott Centre, Coate St, E2 9AG
Telephone contact:	020 7033 6100
Team administrator:	Luisa.Pinato@nhs.net

Last updated: Sept 2020

Introduction & Summary

This job description is for a Core Training post in the Primary Care Mental Health Liaison (PCMHL) Service working in City & Hackney.

The City & Hackney PCMHL service is comprised of:

- The City and Hackney Mental Health Referral and Assessment Service (CHAMHRAS) which is the single point of entry for all non-crisis mental health-related referrals to adult secondary services in City & Hackney.
- The Primary Care Liaison Psychiatry service which includes assessment clinics provided by psychiatrists, and provides liaison with partner services in primary care, including via GP liaison meetings and engagement with the Primary Care Network Neighbourhood 'blended teams'.
- The Enhanced Primary Care (EPC) service which supports patients who may have long term and/or severe mental health problem and whose needs can best be met in a primary care based service.

The post holder will spend 6 months in this post, under the Clinical Supervision of Dr Peter MacRae but also providing clinical support to Dr Nick Price.

The post-holder will gain experience in primary care psychiatry, including within the single point of entry assessment service, Primary Care Liaison assessment clinic, and opportunities for liaison with stakeholders in Primary Care and the new 'blended team' collaboration of community services including the Local Authority and Third Sector organisations.

The post-holder will provide clinical assessment for patients referred to the non-urgent PCMHL clinic. These assessments tend to focus on thoughtful formulation and co-production of a bio-psycho-social management plan. Referral requests might relate to clarification of diagnosis and appropriate support and treatment for patients with mood, anxiety, personality, psychosis and other disorders, including initial screening regarding possible diagnoses of ADHD or ASD.

There will be opportunities for involvement in

- Education and training
- Quality Improvement and Service Redesign
- Supporting MDT colleagues across ELFT teams and partner services.

Dr Peter MacRae is a consultant psychiatrist with special interest in Digital transformation and Informatics, and there will also be opportunities for supervised involvement in ELFT Digital projects, for interested trainees.

Example Trainee Timetable (sessions negotiable on commencing post)

	Monday	Tuesday	Wednesday	Thursday	Friday
A M	0900-1200 PCMHL Clinic	0900-1200 PCMHL Clinic	0900-1200 Admin / clinical	0900-1300 PCMHL Clinic	0900-1200 Admin / supervision
P M	1300-1700 Admin	1300-1700 Admin	Local Academic Programme / Barts Academic Afternoon Monthly	1400-1700 Admin / clinical / training requirements	1300-1700 Admin / clinical / training requirements

Clinical Supervisor Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday
A M	0900-1200 Referrals meeting	0900-1200 Clinical / Management / Admin	0900-1200 Clinical / Management / Admin	0900-1300 Clinical / Management / Admin	0900-1200 Clinical / Management/ supervision
P M	1300-1700 Clinical / Management / Admin	1300-1700 Clinical / Management / Admin	Clinical / Management / Admin/ Educational programme	1400-1700 Clinical / Management / Admin	1300-1700 Clinical / Management / Admin

Appendix: Generic information for CT training posts

Induction

At the beginning of the placement you will take part in an induction programme. Induction will introduce you to the organisation if you have not worked at the Trust before. You will also be introduced to the workplace and informed of the requirements of the post, including the nature of your on call commitment. You also will have an educational induction with your trainer that will help you write your individual learning plan for the placement.

Clinical Supervision

As part of the post, weekly supervision will be offered. The consultants can be easily contacted at other times for advice either on the phone or email. When on-call and outside of normal working hours the on-call rota higher trainee and consultant can be contacted on the telephone via switchboard.

At the beginning of the post the trainer will determine the level of clinical supervision required; as a guideline, for core trainees who are new to psychiatry, it is mandatory for you to discuss all patient management decisions that you make, prior to their being enacted.

The name of the clinical supervisor and the advice given must be clearly documented in the patient's clinical record.

Educational Supervision

You will have an educational supervisor who will oversee your educational needs and you will meet with them at intervals during your training.

Duties and opportunities

The duties of the post, performance criteria and the learning opportunities available are set out following the structure of the Psychiatry Specialty Curriculum as approved by the GMC 2013, based on the headings of the GMC's Good Medical Practice.

1. Providing a good standard of practice and care

- **UNDERTAKE CLINICAL ASSESSMENT OF PATIENTS WITH MENTAL HEALTH PROBLEMS**

You will see newly referred patients in the community and / or on psychiatric wards with a wide range of diagnoses. You will gain experience of assessing, formulating and managing patients under the supervision of your consultant supervisor. You will ensure timely discharge letters are sent to the appropriate professionals (e.g. GP). You will ensure that all patients under your care are fully assessed and that paperwork is completed in accordance with the service protocols. You will maintain accurate, legible, contemporaneous and useful clinical records for all patients in whose care you are involved. For patients on medication, regular mental state examinations should be conducted and any changes in medication and side effects documented in the RIO progress notes and communicated to the referrer and GP. All blood tests and results of investigations as well as physical health monitoring should be clearly documented in the relevant section of the notes.

Training in communication and interview skills as appropriate to the practice of psychiatry is available and will be tailored to the needs of the post holder.

2. Decisions about access to care

- **USE THE RESULTS OF THE CLINICAL ASSESSMENT TO ENSURE EFFECTIVE PATIENT MANAGEMENT**

Under the supervision of a clinical supervisor, you will prescribe pharmacological and psychosocial treatments for the patients that you are working with. You will refer them promptly to other professionals as directed by your clinical supervisors.

3. Treatment in emergencies

- **MANAGE EMERGENCIES**

You will see patients who require urgent psychiatric assessment both as part of your work within the team, and when you are on-call.

4. Maintaining good medical practice

- **MAINTAIN AND USE SYSTEMS TO UPDATE KNOWLEDGE AND ITS APPLICATION TO ANY ASPECT OF YOUR PROFESSIONAL PRACTICE**

During the placement you will follow the Psychiatry Specialty Curriculum and maintain an up-to-date learning portfolio that you will bring to meetings with the trainer when asked to do so. As a minimum, this will be at the beginning, mid-term and the end of the placement. You will be encouraged to participate in case presentations in the context of local academic afternoons and as part of the MDT working.

5. Maintaining performance

- **MONITOR AND MAINTAIN PROFESSIONAL PERFORMANCE**

You will participate fully in the workplace-based assessment programme of the Psychiatry Specialty Training Curriculum and will use the feedback that you receive from this process to inform your critical self-awareness. You will discuss items of assessment with your trainer. Quality improvement and audit projects can be undertaken during the six months under the direction of your trainer.

6. Teaching and training, appraising and assessing

- **PLAN, DELIVER, AND EVALUATE TEACHING AND LEARNING IN A VARIETY OF ENVIRONMENTS**

You will participate in the teaching of medical students attached to the service. This will include assisting the 'bedside' teaching of junior and senior students by helping identify and consent suitable patients for the students to see and by helping the students develop their clinical skills by giving them opportunities to present and discuss the patients they have seen. You may also have the opportunity to be involved in small group teaching and lecturing to clinical medical students under the supervision of senior colleagues.

- **ASSESS, APPRAISE AND EVALUATE LEARNING AND LEARNERS**

You will evaluate your own learning and progress, using self-assessment forms that you may retain in your learning portfolio. You will participate in the assessment of others, including clinical medical students and colleagues using multi-source feedback tools.

7. Relationships with patients

- **Conduct professional patient relationships**

Whenever possible, you will obtain informed consent from patients for whom you provide treatment. You will observe patient confidentiality at all times. When guided by your clinical supervisors, you should share information appropriately with colleagues. Whenever possible,

and especially towards the end of the placement, you will inform your patients of the ending of your relationship with them in a timely manner.

8. Dealing with problems in professional practice

- **CONDUCT OR PERFORMANCE OF COLLEAGUES**

If you become aware of problems with the conduct or performance of a colleague, you must bring this to the attention of a senior colleague.

- **COMPLAINTS AND FORMAL INQUIRIES**

You must always cooperate fully with any complaints procedure or formal inquiry.

- **PROVIDING ASSISTANCE AT INQUIRIES AND INQUESTS**

You must always cooperate fully with any formal inquiry or inquest into a patient's death.

- **INDEMNITY INSURANCE**

You must ensure your NHS indemnity insurance is up to date.

9. Working with colleagues

- **CONTINUOUSLY PROMOTE VALUE BASED NON PREJUDICIAL PRACTICE**

You must maintain a legal, ethical and fair approach toward working with colleagues and respect diversity.

- **WORK EFFECTIVELY AS A MEMBER AND A LEADER OF MULTIDISCIPLINARY TEAM**

- **DEMONSTRATE APPROPRIATE LEADERSHIP**

During this placement you will be a full member of the multi-disciplinary team (MDT) and will attend its weekly ward round and/or equivalent community team meetings. You will discuss your experience of the MDT in meetings with your trainer.

- **COMMUNICATE EFFECTIVELY WITH OTHER HEALTHCARE PROFESSIONALS**

You will keep clear, accurate and contemporaneous clinical records. You will send discharge letters to general practitioners and other professionals involved in patient care in a timely manner.

- **APPROPRIATELY ASSUME, DELEGATE AND DEVOLVE RESPONSIBILITY**

- **ACCESS ADVICE, ASSISTANCE AND SECOND OPINION WHEN DELEGATING AND MAKING REFERRALS**

Your trainer and clinical supervisors will give you guidance as to the level of responsibility you should assume in individual clinical situations. If you are unsure, you must always obtain advice and assistance.

10. Maintaining probity

- **ENSURE THAT REPORTS, EVIDENCE AND DOCUMENTS YOU HAVE A RESPONSIBILITY FOR ARE COMPLETE, HONEST AND ACCURATE**

Your written reports will use the standard report format. Until instructed otherwise, all reports that you write must be checked by one of your clinical supervisors before being sent out. You will not provide any other written reports about patients, unless this has been sanctioned by your clinical supervisor.

- **PROPERLY MANAGE FINANCIAL AND COMMERCIAL DEALINGS**

You must report receiving any gift from patients with your trainer and you must not solicit any fee or payment from a patient or third party unless your trainer has sanctioned this. You will not meet with any representatives of the pharmaceutical industry during work time, unless this is at a postgraduate meeting that has been organised within ABPI Guidelines.

- **AVOID CONFLICTS OF INTEREST AND ADVISE OTHERS ON PREVENTING AND DEALING WITH CONFLICTS OF INTEREST**

Inform your trainer of any real or potential conflict of interest you may have.

11. Health

- **ENSURE THAT YOUR HEALTH AND THE HEALTH OF OTHERS DOES NOT PUT PATIENTS AT RISK**

You must always obtain advice and treatment for mental and physical health problems and must ensure that your health does not put patients at risk. You must comply with the Trust's occupational health policy.