



Staff Grade Psychologist (Temporary/Part-time 0.9WTE)

Particulars of Office

1. The appointment is temporary, part-time (0.9 WTE) and pensionable.
2. **Salary**
Remuneration is in accordance with the salary scale approved by the Department of Health and Children Current scale.
3. **Superannuation**
The terms of the Voluntary Hospitals Superannuation Scheme and the Voluntary Hospitals Spouses and Children's Scheme will apply to the position and superannuation contributions at the appropriate rate will be payable in accordance with the provisions of the scheme.
4. **Duties**
The Senior Clinical Psychologist will perform such duties as are outlined in the attached Job Description.
5. **Hours of Work**
The normal hours of work associated with the post are 37 hours per week usually discharged between the hours of 8.00am and 8.00pm Monday to Saturday. The appointee may be required to attend at such other times as are required for the proper discharge of duties including attendance outside normal working hours.

6. Retirement

No age restrictions shall apply to a candidate except where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004). In this case the candidate must be under 65 years of age on the 1st day of the month in which the latest date for receiving completed application forms for the office occur. Continued employment is conditional upon capacity and conduct of the employee.

7. Annual leave

The annual leave entitlement for the post is 29.5 working days per completed year of service.

8. Sick Leave

Payment of salary during illness will be in accordance with arrangements as approved from time to time by the Department of Health and Children.

9. Termination of office

The employment may be terminated at any time by one month's notice on either side except where circumstances are dictated by the Minimum Notice and Terms of Employment Act 1973/77. The Management's right under this paragraph shall not be exercised save in circumstances where the Management is of the opinion that the holder of the office has failed to perform satisfactorily the duties of the post or has misconducted himself/herself in relation to the post or is otherwise unfit to hold the appointment.

11. Garda Vetting Checks

Arrangements have been introduced, on a national level, for the provision of Garda Vetting Checks in respect of candidates for employment in areas of the Health Service, where it is envisaged that potential employees would have substantial access to children or vulnerable adults in the course of their duties. Garda vetting is done for the protection of these groups and the National Rehabilitation Hospital reserves the right to revett employees at any future point, as deemed appropriate by Hospital Management.

12. Confidentiality

In the course of your employment you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised person can obtain access to them and must be kept in safe custody when no longer required.



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Job Description

1. Qualifications

The candidate must, on the latest date for receiving completed application forms for the office, possess:

- a) Hold a recognised University Degree or Diploma obtained with first or second class honours in which Psychology was taken as a major subject and honours obtained in that subject.

or

hold a recognised qualification equivalent to above

and

- b) hold a recognised post-graduate qualification in psychology
Applicants should refer to the PSI Guidelines on Post Graduate Training & Qualifications revised April, 1998.
- c) have had at least three years satisfactory post graduate experience in psychology (inclusive of time spent in clinical training).
- d) possess the requisite knowledge and ability including a high standard of suitability to discharge satisfactorily the duties of the office.
- e) possess a high standard of professional attainment.

2. Health

Candidates or any person holding the office must be free from any medical condition which would render them unsuitable to hold the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

For the purposes of satisfying the requirements as to health, it will be necessary for each successful candidate before he/she is appointed to undergo a medical examination by a qualified medical practitioner to be nominated by the Chief Executive or designated officer. Any irregularities reported as a result of this examination which render the incumbent unsuitable for the post must be remedied / addressed before appointment.

3. Character

Candidates for and any person holding the office must be of good character.



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Job Description

Title: **Staff Grade Psychologist**

Purpose of the Position: The Psychologist is responsible for the delivery of Psychology services to the POLAR Programme and is expected to contribute to the management and development of the Department of Psychology at NRH.

Accountable to: Senior Psychologist at POLAR programme and or Head of Department of Psychology or nominee.

Liaison/Communication: With all members of staff at NRH.



Staff Grade Psychologist (Temporary/Part-time 0.9WTE) Job Description

Overview of the Role:

- To provide a full range of psychological services to the POLAR Programme including psychological assessment, psychotherapy and behavioural and other clinical and educational interventions.
- To work as part of a multidisciplinary team providing a service to adults with an acquired or congenital Limb Loss.
- To supervise the work of Psychology Assistants and Psychologist in Training.
- To contribute to the development of the psychological services within the NRH as an active member of the Department of Psychology.

ACCOUNTABILITY, DUTIES AND RESPONSIBILITIES

General Accountability

- Senior Psychologist at POLAR programme and or Head of Department or nominee.
- Demonstrates behaviour consistent with the values of the NRH.
- Be familiar with and observe, all relevant National Rehabilitation Hospital policies.
- Acts with discretion when dealing with confidential matters.
- Ensure that a safe environment is maintained for staff and visitors in compliance with Health and Safety requirements and best practice.
- Be responsible for the day to day security of the work area to which assigned, with particular awareness of fire regulations and security arrangements.
- Keep up to date with all relevant mandatory training for the department.

Specific Accountability

To Principal Psychologist & Head of Department and ultimately to Chief Executive Officer.

Outline of Duties and Responsibilities

1. To provide a full range of psychological services to the POLAR programme including psychological assessment, psychotherapy and behavioural and other clinical and educational interventions as appropriate with patients.
2. To manage the delivery of the services provided by the Psychology Department at the NRH to the POLAR Programme (initial designation).
3. To support and manage Assistant Psychologists and Basic Grade Psychology staff in order to ensure that they can deliver their clinical and managerial responsibilities under the rubric of best practice.
4. To contribute to teaching and staff training initiatives within POLAR Service and the wider hospital.
5. Where possible, to undertake research and co-operate in research projects both within the NRH and in collaboration with outside agencies approved by the NRH.
6. To offer psychological support to team members as appropriate.
7. To participate in department of psychology meetings at NRH and provide psychological opinion on the services provided by the NRH.
8. To maintain a management information system for the Psychology Service to the POLAR Programme and to provide statistical data and reports each month.
9. Liaise with other Departments, programmes and services within the NRH and external agencies.
10. Perform other duties appropriate to the office as may be assigned from time to time.

The extent of speed and change in the delivery of health care is such that adaptability is essential for all staff. The post-holder will be required to maintain, develop and enhance the necessary professional knowledge, skills and aptitudes required to respond to a changing situation.

This Job description does not contain an exhaustive list of duties, and the post holder may be required to undertake additional responsibilities. It will be reviewed from time to time in order to adapt and develop the role, according to service needs and Hospital policies.

Dr. Simone Carton
Head of Department of Psychology 21/10/21