



JOB DESCRIPTION

PRINCIPAL SPECIALIST PAEDIATRIC NEUROPSYCHOLOGIST

Permanent 0.4 WTE

National Rehabilitation Hospital

The National Rehabilitation University Hospital (NRH) is a national, specialist tertiary university hospital providing complex specialist rehabilitation services to adults and children who have an acquired illness or injury. NRH is part of the Ireland East Hospital Group and the Integrated Rehabilitation Pathway with St. Vincent's University Hospital. NRH has close clinical links with the national spinal and neurosurgical centres at Mater and Beaumont Hospitals, Dublin, and accepts patients from hospitals and health care facilities throughout Ireland. NRH is a university hospital, aligned with UCD, as well as long-standing academic relationships with many third level institutions nationally. NRH offers excellent education, continuing professional development and research opportunities.

The delivery of complex specialist rehabilitation services to adults and children is undertaken in six clinical programmes, Brain Injury Programme, Stroke Programme, Spinal Cord System of Care (SCSC), Prosthetic, Orthotic and Limb Absence Rehabilitation (POLAR), Paediatric and Family-centred Rehabilitation (PAEDS) and the Out-patient programme (including all patient groups).

In June 2020, NRH moved into Phase 1 of the new hospital with a 'fit for purpose' facility comprised of 120 single patient bedrooms. Since then, Phase 2 has commenced and will be dedicated to expansion and improvement of the facilities for existing therapies, clinical services and support facilities and a proposal for an increase in beds. Phase 3 will include a further development of services and hopefully an increase in beds.

For further information about NRH, please refer to the NRH website and Annual Report 2021.

Context for this recruitment for Specialist Principal Psychology posts

The Department of Psychology at NRH is established over 28 years and is at a pivotal time in a dynamic and rapidly changing health care and academic environment. National strategies, such as the Trauma Strategy, National Clinical Programme in Rehabilitation Medicine and Slaintecare, together with the NRH and psychology department strategies, signal the direction of development of clinical services in rehabilitation for the years ahead. The Department of Psychology has long experience of teaching, training and professional development in psychology within the profession and with other health care and allied professionals. It also has an established research record in for example, rehabilitation, psychological adjustment, and paediatric and adult neuropsychology.

In the work force planning for an expanding NRH, the Department of Psychology was allocated 8.0 WTE permanent posts across all grades in psychology from principal specialist, senior, staff grade and assistant psychologists. These posts provide an opportunity to improve current psychology capacity and to develop psychological specialisms and services. The successful appointment of 2.4 WTE permanent Principal Specialist Psychologist posts is the final phase of this recruitment plan. These three Principal Specialist Psychologist posts offer exciting opportunities for experienced psychologists within the specialist areas to (1) develop, lead, deliver and evaluate innovative clinical and academic practice in psychology and neuropsychology in rehabilitation, (2) provide training, advice and consultation to department and hospital projects and contribute to operational and strategic planning, and (3) to provide the highest level of professionalism and support for the psychology department and act as deputy Head of Psychology as required.

The designation of the 2.4 WTE Principal Specialist Psychologist posts is:

1. Permanent 0.4 WTE Principal Specialist Paediatric Neuropsychologist
2. Permanent 1.0 WTE Principal Specialist Neuropsychologist
3. Permanent 1.0 WTE Principal Specialist Psychologist - Psychological health in acquired physical disability

Permanent 0.4 WTE Principal Specialist Paediatric Neuropsychologist

The post of Principal Specialist Paediatric Neuropsychologist is a wonderful opportunity for an experienced psychologist to provide a high-level specialist paediatric neuropsychology service to the Paediatric and Family-centred Rehabilitation (PAEDS) and be responsible for the overall psychology service to Paediatric and Family-centred Rehabilitation (PAEDS) programme. The Principal Specialist Paediatric Neuropsychologist will deliver and be responsible for the psychology service provided to the Paediatric and Family-centred Rehabilitation (PAEDS) including preadmission, in-patient and out-patient services. This will include but is not limited to holding and managing a clinical caseload and working with the clinical teams to deliver the highest quality care and leading in the development of psychology practice and services in this area of specialism.

The key duties and responsibilities of the post include the following:

Overall

- Maintain an awareness of the primacy of the patient in relation to all hospital activities.
- Demonstrate leadership, professionalism, and commitment to the delivery of the highest clinical and academic practice in psychology.
- Work within the limits of professional competence in line with principles of best practice, professional conduct and clinical governance.

Professional & Clinical

- Lead and contribute to developments and innovative practice in paediatric neuropsychology. These may be specific to the psychology service, cross-programmatic, operational, inter-disciplinary, part of NRH strategy or at national health-service level.
- Further develop and enhance the existing paediatric neuropsychology and psychology services for patients on the PAEDS programme with the clinical teams. This involves being responsible for the planning, development, organisation, delivery, and evaluation of psychology services for all children admitted to the PAEDS programme.
- Provide psychology services including evaluation, consultation, and psychological interventions on PAEDS programme together with the clinical teams.
- In collaboration with senior personnel, manage referrals to psychology service on PAEDS Programme from pre-admission to in-patient and out-patient services.
- Support the continuous development and introduction of changes and improvements in clinical practice relevant to the specialism.
- Develop and maintain collaborative working relationships with colleagues, members of the clinical teams, senior management, and outside agencies, stakeholders, and services.
- Communicate effectively and work in co-operation with all colleagues to ensure integrated services for the patients and families on the PAEDS programme.
- Demonstrate a capacity for emotionally demanding work and willingness to develop high level psychological skills pertinent to the area of specialism.
- Maintain records of professional work and provide as required reports, and relevant statistics supporting and contributing to the planning and development and or monitoring and evaluation of the service.
- Provide professional and clinical supervision within your area of responsibility and specialism to psychologists in the clinical programme, and in the department of psychology, including psychologists in training, interns and researchers.
- Provide psychological training, advice, and consultation in areas relevant to clinical work and to psychology service provision to staff at NRH and other relevant external agencies.
- Keep informed about current and future policies, strategies, procedures, guidelines, protocols, and legislation relevant to the clinical specialism.
- Participate in continuing professional development and ensure compliance with statutory registration requirements.

Education & training

- Initiate, promote and participate in education and training relevant to the area of specialism.
- Develop systems for reviewing the training needs and continuing training programmes and other in-service training and education required by psychologists and/or other members of the clinical teams.
- Ensure that you and the psychologists you manage participate in continuing professional development.
- Attend and or participate in training events as required by service requirements.
- Attend mandatory training and ensure that psychologists you manage comply with same.

Research & Evaluation

- Undertake clinical research and co-operate in research and evaluation projects as appropriate.
- Encourage and support research activity and provide research advice relevant to the area of specialism.
- Use evidence-based literature, research, and best practice guidelines to support effective practice and service delivery.
- Undertake audit and service evaluation to improve services.

Management

- Contribute to the policy development, performance monitoring, and service planning for psychology services at NRH.
- Actively participate in the development and continuing improvement initiatives of psychology services in collaboration with the Head of Department of Psychology and Senior Management.
- Participate in service meetings and committees as designated by Head of Psychology.
- Act as represent for the department of psychology within and external to NRH as designated by the Head of Psychology.
- Be informed about and ensure compliance with organisational developments within the NRH and wider health service.
- Provide line-management to assigned psychology personnel.
- Ensure compliance of assigned psychology personnel with mandated training and procedures.
- Disseminate and comply with hospital policies, procedures, protocols, and guidelines.
- Engage in recruitment processes and implementation of HR policies and procedures.
- Assign duties and responsibilities to assigned psychology personnel as appropriate to ensure effective and efficient service delivery.
- Ensure the maintenance of appropriate patient health care records and statistics in line with Freedom of Information Act, Data Protection Acts, GDPR and other relevant legislation.
- Provide service reports, audit data, KPIs as requested by Head of Psychology Department and or senior management.
- Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways and integrated care plans.
- Carry out other duties which may be assigned by the Head of Department of Psychology.



PRINCIPAL SPECIALIST PAEDIATRIC NEUROPSYCHOLOGIST

Permanent 0.4 WTE

Qualifications, Experience & Core Competencies

<u>Factors</u>	<u>Essential</u>	<u>Desirable</u>
QUALIFICATIONS	<ul style="list-style-type: none"> • Recognised honours degree in psychology. • Recognised post-graduate professional qualification in clinical or counselling psychology. (Candidates who have completed their post-graduate training outside the Republic of Ireland must ensure that their qualification is validated by the Department of Health and Children.) 	<ul style="list-style-type: none"> • Eligible for specialist chartered registration with the Division of Neuropsychology of the Psychological Society of Ireland.
EXPERIENCE	<ul style="list-style-type: none"> • Minimum of eight years postgraduate experience in in clinical or counselling psychology. The eight years can include time spent in postgraduate professional training and no less than three years (Whole Time Equivalent) experience at senior grade. • Possess the requisite knowledge, ability, and suitability for proper discharge of the duties of the post. • Relevant training and experience in psychological assessment & therapeutic interventions in paediatric neuropsychology. • Experience in conducting research in health care and publication and presentation of same. • Experience of teaching, training, lecturing, and giving presentations. 	<ul style="list-style-type: none"> • Experience in delivery of neuropsychology services for children with acquired neurological illness or injury. • Experience of working with children & families in a hospital setting. • Demonstrated competence in the planning, development, delivery, and evaluation of quality paediatric neuropsychological services. • Experience of leadership, service development and managing resources.

	<ul style="list-style-type: none"> • Experience of clinical supervision of all grades of psychologists. 	
<hr/> <p>Core Competencies</p>	<hr/> <ul style="list-style-type: none"> • Planning and managing resources • Evaluating situations and decision making • Setting standards & ensuring quality • Influencing people and events • Managing individual performance • Effective communication • Embracing and managing change & service development • Being a leader and role model • Awareness of relevant legislative and regulatory framework • Ability to work on own initiative • Ability to work collaboratively with others 	<ul style="list-style-type: none"> • Experience working in clinical teams and/or interdisciplinary teamwork. • Familiarity with “customer focus”/audit/quality issues and initiatives. • Record of service innovations/ initiatives. • Continuing research interests. <hr/>

ACCOUNTABILITY, DUTIES AND RESPONSIBILITIES

General Accountability

1. To be familiar with, and to observe, all National Rehabilitation Hospital Policies which apply to your post.
2. Ensure that a safe environment is maintained for staff and visitors in compliance with Health and Safety requirements and best practice.
3. Being responsible for the day-to-day security of the work area to which assigned, with awareness of fire regulations and security arrangements.
4. To identify and report actual and potential hazards to the appropriate authority.
5. Immediately reporting any accidents or near misses using the hospital incident report form.
6. To ensure that patient confidentiality is always maintained by the staff in the Department of Psychology.
7. Being prepared to ask for assistance and guidance in case of doubt

Specific Accountability

The chosen candidate will be responsible:

1. To maintain protocols re staff leave, activity and attendance for staff under your supervision and responsibility.
2. To assess and support staff performance, including personal development plans for staff under your supervision and responsibility and to take appropriate action to maintain high standards of performance at all times.
3. To ensure that safe work practices are observed to protect the well-being of patients, staff, and visitors.
4. To ensure that work is carried out within agreed time frame.
5. To actively participate in and facilitate the development and implementation of the Hospital's agreed accreditation standards.
6. To liaise with the Human Resources Department in recruitment of new/replacement staff and to be involved in the interview and appointment process.
7. To ensure that you and staff within your responsibility comply with all NRH policies.

Patient Safety & Quality

The NRH prioritises the delivery of quality and safe patient care under HIQA and other quality standards. It is the responsibility of all staff at all levels to ensure that the highest level of quality services required for each patient is maintained. If you have a concern regarding any issue of patient safety and well-being, please bring this to the immediate attention of your manager.

Quality and Patient Safety supports the Health Service to deliver high quality and safe services to patients and service users. The postholder is responsible and accountable to deliver a quality service that ensures patient safety. The postholder will work within a risk management framework that complies with the Health Information and Quality Authority (HIQA) National Standards and other quality standards as appropriate.

Quality, Patient Safety & Risk Management

The NRH is committed to supporting a culture of continuous quality improvement through effective governance, clinical effectiveness, and outcome measurement. Quality and Patient Safety supports the Health Service to deliver high quality and safe services to patients and service users. This involves developing appropriate standards of practice that can be measured from the clinician and service user perspective and requires that the postholder is responsible to:

- Ensure compliance with Health Information and Quality Authority (HIQA) National Standards, Health Service Executive (HSE), CARF/adopted Accreditation Standards, National and Local policies, procedures, guidelines, best practice standards, relevant government legislation and regulations.
- Participation in various standards, NRH accreditation and quality control groups to support the overall achievement and maintenance of the designated NRH quality and accreditation standards.
- Promote and effect a Continuous Quality Improvement (CQI) environment for services at NRH in line with existing and future regulatory requirements.
- Work closely with the Risk Management Department, clinical programmes and services in order to organise and assure implementation of all hospital and external quality, safety and risk management policies, procedures and requirements pertinent to services at the Hospital.

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.

Health Promotion – The Hospital is committed to promoting healthy lifestyles for both patients and staff. Staff are expected to participate in initiatives to support better health and well-being in line with the Hospital objectives.

Character

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



Principal Specialist Paediatric Neuropsychologist

Permanent 0.4 WTE

Purpose of the Position:

To provide specialist psychological services and leadership in clinical, academic and organisational domains.

Accountable to:

Head of Department of Psychology.
Chief Executive Officer.
Clinical Director.

Liaison / Communication:

Head of Department of Psychology
All personnel in Department of Psychology
Heads of Departments, Programme Managers,
Medical directors.
Other staff as required



The extent of speed and change in the delivery of health care is such that adaptability is essential for all staff. The postholder will be required to maintain, develop and enhance the necessary professional knowledge, skills and aptitudes required to respond to these changes.

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