

**Further information relating to clinical & professional responsibilities within Belfast Trust**  
**Clinical Lecturer in Psychiatry / Honorary Consultant Psychiatrist**

**CONTEXT OF BELFAST TRUST CLINICAL POST**

Belfast Health & Social Care Trust was established in 2007. We are the largest integrated health and social care Trust in the United Kingdom. We deliver integrated health and social care to approximately 340,000 citizens in Belfast and provide the majority of regional specialist services to all of Northern Ireland. We have an annual budget of £1.3bn and a workforce over 20,000 (full time and part time). Belfast Trust also includes the major teaching and training hospitals in Northern Ireland. The Trust comprises the Royal Group of Hospitals, Belfast City Hospital, Mater Infirmorum Hospital, Musgrave Park Hospital, South & East and North & West Belfast Health and Social Services Trusts; these include Knockbracken Health Care Park, the Iveagh Centre, Beechcroft Unit and Muckamore Abbey Hospital.

Belfast Trust Mental Health Services are underpinned by a Recovery ethos. Staff aim to deliver compassionate, appropriate and timely services in the least restrictive environment. Multi-disciplinary methods of working are well developed. Clinical Teams operate in line with a 'New Ways of Working' ethos & are clinically led by Consultant Psychiatrists and operationally led by Team Leaders.

**CLINICAL JOB SUMMARY:**

The Early Intervention in Psychosis Service provides patient-centred, youth-focused assessment, treatment and support to young people aged 18 – 30 who are experiencing a first episode of a psychosis. The successful applicant will provide clinical leadership within a multidisciplinary team to provide young people presenting access to a range of medical and psychological interventions. These include pharmacological treatment, individual psychological therapy, group work, family work and interventions to support physical wellbeing. The care provided is holistic and involves working with teachers or employers, housing agencies, youth support agencies and transition services to ensure the needs of the young person are met at this critical time in their development. The successful applicant will work closely with families to provide improved understanding and knowledge of the young person's difficulties as well as providing support to carers through a carer support programme. The successful applicant will develop enhanced assessment and engagement pathways to ensure smooth transfer into the service for young people transitioning between CAMHS and Adult Mental Health Services.

Psychiatric care will primarily be delivered through outpatient clinics and via inpatient in-reach or home visits whenever this is likely to lead to improved engagement. The Early Intervention in Psychosis Team received 262 referrals during 2021 – 2024 inclusive; with a range of 50 – 83 per year. The current caseload consists of 100 patients. It is expected that the successful applicant will assess one new patient per week at the New Patient Assessment Clinic and deliver one Urgent and Routine Review Clinic per week. The Urgent and Routine Review Clinic will have a typical booking of 4 routine and 2 urgent reviews per clinic. There is also time scheduled each week to allow the post holder to conduct a home visit or ward review if required.

The service is based at the Everton Centre, 585 – 587 Crumlin Road, Belfast, BT14 7GB & has a satellite base at Finaghy Health Centre, 13 – 25 Finaghy Road South, Belfast, BT10 0BX.

The current multidisciplinary Early Intervention in Psychosis Team workforce is set out in the table below:

<b>Early Intervention in Psychosis Workforce</b>	<b>WTE</b>
Team Leader - Band 7	1
Community Psychiatric Nurse - Band 6	4
Social Worker - Band 6	2

Occupational Therapist - Band 7	1
Occupational Therapist - Band 5	1
Community Support Worker - Band 3	1

### **Overview of Belfast Trust Adult Mental Health Services:**

#### **Acute Mental Health Services**

Acute Mental Health Services encompass the Acute Mental Health Inpatient Centre (AMHIC) and Acute Community Mental Health Services. The Acute Mental Health Inpatient Centre is on the Belfast City Hospital site. It was purpose built and opened in 2019. Acute Community services are comprised of the Home Treatment Team, this service provides 24-hour assessment and treatment as an alternative to admission to an acute inpatient bed and the Mental Health Liaison Team.

#### **Community Mental Health Services**

Community Mental Health Services comprise the community mental health teams based in North, East, South and West Belfast, as well as a range of specialist teams. In addition to the Early Intervention in Psychosis Team, these include the Community Rehabilitation Team, Care Management, Neuropsychiatry, a Student Mental Health Service, and Mental Health Services for the Deaf.

#### **Partnerships and Community Development Services**

Partnerships and Community Development Services comprise the Eating Disorders Service, Psychosexual Service, a Psychological Intervention Service, Psychotherapy, Trauma Service and Self Harm & Personality Disorder Service. Addictions services are provided through Consultant psychiatrist led services, namely a Community Addictions Team, Drug Outreach Team, Substitute Prescribing Team and Day treatment services. Primary Care Hubs are also operational across the city.

#### **Forensic Mental Health Services & Inpatient Rehabilitation Services**

Forensic Mental Health Services include, Shannon Clinic – a medium secure unit; Clare Ward – a rehabilitation ward & the Community Forensic Mental Health Teams.

### **PROFESSIONAL RESPONSIBILITIES WITHIN BELFAST TRUST**

The post-holder will:

1. Maintain registration with the General Medical Council and hold a license to practice
2. Participate in the Consultant Appraisal system
3. Participate in Annual Job Planning, including a team approach to Job Planning in the future.
4. Perform duties as a Responsible Medical Officer pertaining to the Mental Health (NI) Order 1986 and maintain Part II status.
5. Comply with requirements in relation to the implementation of the Mental Capacity Act and will be willing to undertake DoLs assessments in line with Trust policies and processes. Belfast HSC Trust has a dedicated MCA team, led by a Consultant Psychiatrist with support from sessional doctors and MDT, which provides support to colleagues working across Mental Health Services. As the MCA legislation is enacted, the time allocation for this component of the work will be reviewed as part of the job planning process.
6. Work within the Trust's 'High Performing Teams' assurance framework

7. Maintain membership of a Peer Group in line with Royal College recommendations.
8. Be responsible for the delivery of a high quality service to patients in line with the Trust's key strategic objectives.
9. Provide clinical leadership to encourage and maintain multi-disciplinary and multi-agency work within the workplace. This will involve working collegiately, collaboratively and in partnership with a range of internal and external stakeholders; including medical and nursing colleagues, allied health professional and Service Users, Carers and the Advocacy Service.
- 10.** Assist with the provision of teaching, clinical supervision and appraisal of Doctors in training. The post-holder will be expected to provide supervision for at least one postgraduate trainee. Trainees will also each have an allocated Educational Supervisor. The post of Director for Medical Education is Dr Simon Johnston. The Specialty Tutor for Psychiatry is Dr Dearbhail Lewis.
11. Provide cover for colleagues when they are on professional or annual leave. There is 0.25 PAs within the Job Plan allocated for cover. This is annualised and it is expected that it to be delivered when colleagues are on leave. Within the allocated PAs, cross cover for 8 – 10 beds is expected. Consultants are not expected to provide cover colleagues for extended periods of sick leave.
12. Undertake the administrative duties associated with the care of their patients and the running of the department in conjunction with colleagues.
13. In co-operation with other colleagues, provide advice on planning, monitoring, resource allocation and service development to the Senior Management Team within Mental Health Services.
14. Maintain staff relationships and morale among the staff reporting to them.
15. Delegate appropriate responsibility and authority to the level of staff within their control, consistent with effective decision-making, while retaining overall responsibility and accountability for results.
16. May be required to undertake, from time to time, various management roles in relation to the activities of the specialty and the Belfast Trust
17. Identify objectives with the Clinical Director and agree an action plan ensuring personal development.
18. Take such action as may be necessary in disciplinary and grievance matters in accordance with the procedures laid down and approved by the Trust.

## **PROFESSIONAL & ORGANISATIONAL ACCOUNTABILITY**

### **(a) Clinical aspect of role:**

- a. **Medical management** is via the Clinical Director (Dr Melissa Wylie) to the Chair of Division (Dr Ashling O'Hare) and the Medical Director (Mr Chris Hagan).
- b. **Organisational Management** is through the Co-Director (Mrs Orla Tierney) to the Director for Mental Health, Intellectual Disability and Psychological Services (Dr Peter Sloan).

### **(b) Academic aspect of role:**

Line manager: Professor Jayne Woodside (Director Centre for Public Health). Prof Woodside answers to Prof Alan Smyth (Dean, Head of School of Medicine, Dentistry and Biomedical Sciences).

**GENERAL BELFAST TRUST RESPONSIBILITIES**

The post-holder will:

1. Work with local Service Managers and professional colleagues in the efficient and effective delivery of services.
2. Comply with Trust's Health & Safety at Work policies.
3. Employees of the Trust are required to promote and support the mission and vision of the Trust and the Mental Health & CAMHS Division.
4. At all times, provide a caring service and to treat those with whom they come into contact in a courteous and respectful manner.
5. Demonstrate their commitment by their regular attendance and the efficient completion of all tasks allocated to them.
6. Ensure there are adequate arrangements for hospital staff involved in the care of their patients to be able to contact them when necessary.
7. Comply with the Trust's Smoke Free Policy.
8. Carry out their duties and responsibilities in compliance with the Health and Safety Policies and Statutory Regulations.
9. Adhere to Equality and Good Relations duties throughout the course of their employment.
10. Ensure the ongoing confidence of the public in-service provision.
11. Maintain high standards of personal accountability.
12. Comply with the HPSS Code of Conduct.
13. Observe the Trust's agreed policies and procedures, drawn up in consultation with the profession on clinical matters
14. Follow the standing orders and financial instructions of the Trust.

## **ADDITIONAL INFORMATION**

### **Induction**

All newly appointed Consultants will be issued with an individualised Induction Programme and Trust Induction and it is mandatory for all aspects of the induction programme to be undertaken. Arrangements are also in place to seek advice from senior management and specialist staff within the specialty team.

### **Indemnity**

Belfast Trust employees are normally covered by the HPSS and Community Health Service Indemnity against claims for medical negligence. However, certain circumstances may not be covered by the Indemnity, especially where a separate fee is received. The Department of Health, Social Services & Public Safety (DHSS&PS) therefore advises that membership of a medical indemnity organisation is maintained.

### **Mentoring**

The Belfast Trust supports schemes for mentoring of newly-appointed consultants and a mentoring programme will be offered to the successful candidate.

### **Quality Improvement, Multiprofessional Audit and Continuing Medical Education**

The post-holder will be required to take part in the Trust's quality improvement and audit programme. They will be required and supported to undertake such continuing educational activities as are necessary to maintain revalidation by the General Medical Council (GMC)

### **Quality**

Patient satisfaction must be at the forefront of the concern of each member of staff. Every patient is to be treated as an individual and provided with high quality service in terms of courtesy, kindness, interest and efficiency.

### **Residence**

In order to meet the on-call requirements of the post, the appointee is required to reside within a reasonable distance to their principal place of work, as per terms and conditions of service.

### **Visiting**

For further information regarding the clinical aspect of the post, or to arrange a visit, you are encouraged To informally contact Dr Annette Thampi, Consultant Psychiatrist or Paula Long , Service Manager for Community Mental Health Services.

### **Equality**

Employees of the Trust are required to comply with the Trust's Equality Scheme. A full copy of this scheme is available in the Human Resources Directorate, Employment Equality Team.

### **Ionising Radiation Regulations**

The Ionising Radiation (Medical Exposure) Regulations (2000) require that any person clinically or physically directing a procedure which involves exposure to radiation should have appropriate training. This can be provided locally as necessary.

### **Information Governance**

All employees of Belfast Health & Social Care Trust are legally responsible for all records held, created or used as part of their business within the Belfast Health and Social Care Trust, including patient/client, corporate and administrative records whether paper based or electronic and also including e-mails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004, the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Employees are required to be conversant and to comply with the Belfast Health and Social Care Trust policies on Information Governance including for example the ICT Security Policy, Data Protection Policy and Records Management Policy and to seek advice if in doubt.

### **Environmental Cleaning Strategy**

The Trust's Environmental Cleaning Strategy recognises the key principle that "Cleanliness matters are everyone's responsibility, not just the cleaners". Whilst there are staff employed who are responsible for cleaning services, all Trust staff have a responsibility to ensure a clean, comfortable, safe environment for patients, clients, residents, visitors, staff and members of the general public.

### **Infection Prevention and Control**

The Belfast Trust is committed to reducing Healthcare associated infections (HCAIs) and all staff have a part to play in making this happen. Staff must comply with all policies in relation to Infection Prevention and Control and with ongoing reduction strategies. Standard Infection Prevention and Control Precautions must be used at all times to ensure the safety of patients and staff.

### **Personal Public Involvement**

Staff members are expected to involve patients, clients, carers and the wider community where relevant, in developing, planning and delivering our services in a meaningful and effective way, as part of the Trust's ongoing commitment to Personal Public Involvement (PPI). Please use the link below to access the PPI standards leaflet for further information.

[http://www.publichealth.hscni.net/sites/default/files/PPI\\_leaflet.pdf](http://www.publichealth.hscni.net/sites/default/files/PPI_leaflet.pdf)

### **Governance**

The successful candidate will be expected to work within the Belfast HSC Trust and Queen's University Belfast governance frameworks. QUB and the Trust are committed to conducting a process of yearly Follett-compliant, joint appraisal of consultant staff, which is used to support GMC revalidation.

### **Leave Arrangements**

The annual leave year runs for from 1 January to 31 December each year. Holiday entitlement is 25 days and applies to all staff. Academic staff also benefit from University closure days as well as public holidays. Study leave entitlement (Belfast Trust) is 30 working days per 3 years pro rata.

### **SUPPORT FOR ROLE (BHSCT AND QUB)**

The post-holder will work within a clinical service in which personal secretary support will be available at the rate of at least 0.5 per whole time Consultant.

Offices, access to PCs, IT support etc will be provided in both clinical and academic sites.

**Wellbeing support initiatives** are provided by both institutions.

**B Well** (Belfast Trust) provides employees with support and information on a wide range of health and wellbeing issues in key themes, complimented by training and a wide range of activities and events including the popular 'Here 4 U' support service.

**Staff Wellbeing** (QUB) provides staff with details of a large range of events, training and support to maintain mental and physical health, a positive work-life balance and connect staff with each other. These include stress management courses, mindfulness, physical exercise resources, and 24 hour access to high-quality counsellor support through the [Employee Assistance Programme](#).

**Occupational health support** is available both within QUB and the Belfast Health and Social Care Trust. Queen's University Occupational Health Service is an independent, confidential health service provided by the Belfast Health and Social Care Trust (BHSCT). The same service is provided within the Belfast Trust. Referral is via line manager, or Human Resources Business Partner if staff are unable to discuss issues with their line manager.

Contact details for the QUB Occupational Health Service are: 5 Lennoxvale, Belfast BT9 5BY. Telephone number(s): 028 9504 0275 & Email address: [occhealth@qub.ac.uk](mailto:occhealth@qub.ac.uk)

Contact details for the Belfast Trust Occupational Health Service are: 2nd Floor, McKinney House, Musgrave Park Hospital, Stockman's Lane, Belfast BT9 7JB. Telephone: (028) 95040401 & Email: [occupationalhealth@belfasttrust.hscni.net](mailto:occupationalhealth@belfasttrust.hscni.net). Opening Times are 8.00am to 4.00pm (Monday to Friday).

### ILLUSTRATIVE JOB PLAN

The prospective job plan below will be amended as appropriate following discussion between the post-holder and the Academic and Clinical Directors on appointment. The job plan will be reviewed after three months and annually thereafter, or earlier where workload changes are proposed. Joint job planning and review follows the 'Follett principles' (updated December 2024).

Day	Time	Work Activity	Location	Trust PAs / SPA:	QUB PAs /SPA
Mon	09:00 – 13:00	Routine & Urgent Review Clinic	Everton	1.0	
	13:00 – 16:00	QUB	ICSB		0.75
	16:00 – 17:00	QUB (CPD)	ICSB		0.25 (SPA)
Tue	09:00 – 12:00	Multidisciplinary Team Meeting	Everton	0.75	
	12:00 – 14:00	CPD & Quality Improvement	Various Sites	0.5 (SPA)	
	14:00 – 17:00	New Patient Clinic	Everton	0.75	
Wed	09:00 – 11:00	Case Discussion, Transition & Strategy Meetings	Various Sites	0.5	
	11:00 – 12:00	Reflective Practice	Everton	0.25 (SPA)	
	12:00 – 13:00	Trainee Supervision	Everton	0.25 (SPA)	
	13:00 – 17:00	QUB	ICSB		1.0
Thu	09:00 – 17:00	QUB	ICSB		2.0
Fri	9:00 – 13:00	QUB (Scholarly activity / CPD)	ICSB		1.0 (SPA)
	13:00 – 14:00	Ward Reviews / Home Visits	Various Sites	0.25	
	14:00 – 15:00	Governance/High Performing Teams	Various Sites	0.25 (SPA)	
	15:00 – 16:00	Clinical Administration	Everton	0.25	
On-call				0.25	
<b>Total</b>			<b>PAs:</b>	<b>5.0</b>	<b>5.0</b>

ICSB - Institute of Clinical Sciences Building (QUB, on Royal Victoria Hospital site)

### **Emergency Work**

This section includes all of your prospective emergency clinical on-call work and the agreed availability for on-call.

Type	Day/Time	Location	Allocated PA's
Predictable emergency on-call work			0.25 - DCC
Unpredictable emergency on-call work	On-call period	On-site, at home on telephone and traveling to and from site	0.25

The on-call rota for Consultant Psychiatrists is programmed from 5.00pm to 9.00am on weekdays and for 24 hours at weekends and on public holidays. Emergency work within the normal working week should be dealt with by agreed cross cover between practitioners.

In a typical weekend on-call, you will be required to visit all wards in the Acute Mental Health Inpatient Unit. The post-holder will also visit inpatient wards at the Knockbracken Healthcare Park or return to the Acute Mental Health Inpatient Centre at other times during your on call period on request from nursing staff or resident doctors.

In the course of the visits, the post-holder will complete all necessary detention forms under the Mental Health Order and have case discussions about new patient admissions and any other patients whom nursing or resident doctors believe require your opinion.

When on-call, the post-holder will cover General Adult Psychiatry, Psychiatry of Old Age, and Forensic Psychiatry wards.

An important part of the on-call duties will be handover. The post-holder is required to communicate any important clinical or risk information to the appropriate clinical team on cessation of the period of on call. The post-holder must keep records of clinical decisions and risk assessments made whilst on-call.

A Mental Health @ Night structure operates during the out-of-hours period. As the Consultant on-call, the post-holder is the Clinical Leader of this team.

As clinical leader of the mental health services out of hours, the post-holder is the gate-keeper for acute services and has responsibility for implementing the Trust's bed protocol.

When on-call, the post-holder may be required to attend the Emergency Departments at Royal Victoria Hospital and the Mater Hospital or any of the medical, surgical or other specialty wards across the Trust. The post-holder may also be required to attend the General Practice Out-of-hours Services at Crumlin Road or Foster Green Hospital.

In exceptional circumstances, it may be necessary to perform domiciliary visits. These shall only be on patients medically unable to attend hospital. The visits shall normally be performed in the company of the patient's General Practitioner or a Home Treatment Team practitioner. No additional fee will be payable for such visits.

In order to calculate the allowable programmed activity time for on call duties, it is assumed that a full-time Consultant will do one week in seventeen during a forty-two week working year. This equates to approximately three weeks per year. It is estimated that your duties will require between 7 and 8 PAs (almost all in premium time) during the week on call. This equates to an allowance of 0.5 PA per working week to reflect on call duties. An additional intensity payment at Category A of 3% is paid to reflect the complexity of the work done and the complex interventions required following recall. The post-holder will be required to work on-call on a pro rata basis linked to the clinical aspect of the role, i.e. 0.5 WTE