

**WEST MIDLANDS SCHOOL OF PSYCHIATRY
TRAINEE JOB DESCRIPTION**

Basic details of the post

Name of Trainer : Dr S. Handy

Name of Trust : Birmingham Children's Hospital NHS Foundation Trust

Location of Placement : Birmingham Children's Hospital, Steelhouse Lane Birmingham B4 6NH

Level of Training: CT2

Specialty: Child & Adolescent psychiatry

Summary of Post

This post is based at the Birmingham Children's Hospital, and involves In-patient, day-patient and out-patient work. Children up to the age of 13 are seen from the West Midlands Region. Duties include working on the in-patient unit (Ocean Ward), and attending a weekly out-patient clinic under close supervision. On occasions, the trainee may be required to carry out assessments at other hospitals in the region. There are opportunities to gain experience in the different treatments used with children and their families, including pharmacological treatment, cognitive behaviour therapy, and family therapy.

In addition to the MRCPsych teaching, trainees are actively encouraged to attend the weekly Monday lunchtime Child Psychiatry academic programme.

The trainee will participate in a combined (3-tier) non-resident on-call duty rota, currently a 1 in 8, covering the 4 child & adolescent psychiatry in-patient units of the Trust, and the learning disability units.

Trainee Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday
am	Ward Review	Clinic	Ward Round	MRCPsych	Ward Work
pm	Academic Meeting Ward Work	Supervision Admin	Ward Work	Psychotherapy	CPD, Audit, Admin

Clinical Duties and Responsibilities of the post

Principle Duties:

1. Clinical:

The trainee will be responsible for ensuring that clinical processes are adequately followed in relation to

-patients being admitted to the ward (e.g. initial admission process , physical examination, relevant investigations, etc.)

-carrying out ward round tasks

-Pre-discharge and discharge processes

-The day-to-day ward duties, for example writing up prescription charts etc.

-Management of out-patients under supervision

2. Non-clinical:

The administrative processes relating to patient care is as important, and it is the trainee's responsibility to ensure that administrative tasks relating to the patients that they are looking after are carried out promptly and accurately. These include

a) For in-patients and day-patients:

-Pre-admission and admission summaries

-Medical information for Review meetings

-communication from community CAMHS teams or liaison with other agencies

-Discharge Summaries

b)For Out-patients:

-letters to referrers / G.P.s

-Information from schools / other agencies

Audit- The trainee will be encouraged to participate in an audit project

Teaching- There are opportunities to undertake teaching to non-medical staff, and medical students

