

Counsellors in the NHS – Agenda for Change

Pay Scales and Grading

January 2005

Introduction

CPC has worked in close consultation with the Network of Service Providers and Amicus to produce Job Profiles/Statements for Counsellors working in the NHS. These have been evaluated under Agenda for Change and are now adopted.

This is a major step forward for the counselling profession, as up till this point there were no pay scales for counsellors within the NHS. This confirms recognition of counsellors as a profession.

This document covers the Agenda for Change Job Statements for:

Entry Level Counsellor:	Band 5 (equivalence: CPC Grade 1)
Counsellor:	Band 6 (equivalence: CPC Grade 2)
Specialist Counsellor:	Band 7 (equivalence: CPC Grade 3)

The Job Profiles/statements for Counselling Service Managers are still being finalised. These will be in Band 8

It is important to be aware that the Specialist Counsellor role is **not** a management role.

It is anticipated that a counsellor will normally progress to the next point on their pay band twelve months after appointment and to subsequent points every 12 months thereafter subject to meeting the criteria for progression when they pass through the recognised gateway points. All counsellors should be in appropriate supervision.

CPC Job Title: Grade 1 Counsellor

Agenda for Change Job title: Counsellor, Entry Level L201RRR

Band 5 (9 points) (£18,698 to £24,198)

1. A qualified counsellor or psychotherapist who has completed a formal training to at least diploma level and who is pursuing professional accreditation or registration recognised by their Counselling/Psychotherapy Professional Body. This grade is appropriate whilst gaining experience in the NHS context.
2. This grade could also include counsellors with several years' clinical experience who have less formal training but who are pursuing their accreditation/registration.

Main Job Statement:

1. Provides counselling directly to patients/clients
2. Manages a caseload and maintains patient/client records
3. Working towards registration with relevant professional body
 - a) Provide a Counselling service for patients in accordance with NHS/Service Protocols and the practitioners' Code of Ethics.
 - b) Organise workload and maintain appropriate records.
 - c) Liaise and collaborate with other related services.
 - d) Participate in audit and evaluation as required
 - e) Works under lead/mentoring of Band 6-7 counsellor

CPC Job Title: Grade 2 – Counsellor

Agenda for Change Job Title: Counsellor L202RRR

Band 6 (9 points) (£22,328 to £30,247)

As Entry Level Counsellor plus:

Main Job Statement:

1. Assesses and provides counselling to patients/ clients
2. Manages a case load and maintains patient/ client records
3. Provides mentoring (professional support and guidance) to pre-registration counsellors, trainees, students
4. May work in a particular field e.g. oncology, psychiatry

- a) An accredited/registered counsellor with a minimum of 3 years NHS experience
- b) Able to carry out the duties of a Grade 1 counsellor
- c) Able to assess the suitability for counselling for the client
- d) Able to make appropriate referrals
- e) Liaise with other members of the Primary Health Care Team
- f) Able to offer mentoring to Grade 1 counsellors
- g) May specialise in working in specific areas

CPC Job Title: Grade 3: Senior/Specialist Counsellor
Agenda for Change Job Title: Counsellor Specialist L203RRR
Band 7 (9 points) (£26,948 to £35,527)

Main Job Statement:

- 1 Provides specialist counselling to patients/ clients e.g. post traumatic stress, conflict resolution
- 2 Manages a specialist case load and maintains patient/ client records
- 3 Provides professional/ clinical supervision to, acts as professional lead for, pre-registration counsellors, trainees, students; may coordinate team of counsellors; may co-ordinate training; may undertake research
- 4 Will have substantial experience as, or equivalent to, a Grade 2 counsellor.
- 5 May offer training/teaching or have a counselling supervision qualification
- 6 Will maintain a strong clinical role reflecting their extensive experience and/or a specialism. This may include an educational role with other health professionals or a contribution towards counselling research and development.
- 7 May lead a team of counsellors, have some input in strategic thinking and management under head of service.

**Grade 4 – Project Manager, Section Leader – Band 8, Range a-b (12 points)
(£34,372 to £49,496)**

Agenda for Change – profile not yet signed off

Provisional Job Statement:

Will carry out management responsibilities under a department head/service manager

1. Advise on appointment of counsellors, policy and protocols.
2. Manage and monitor the professional development of Counsellors.
3. Lead on new projects and service development
4. Continue to maintain some clinical practice.
5. Audit and evaluate the counselling service.

Grade 5 – Service Manager – Band 8 range c-d (12 points) (£48,176 to £71,494)

Agenda for Change – profile not yet signed off

Provisional Job Statement:

Will manage the counselling service:

1. Be responsible for appointment of counsellors, supervisors, project managers
2. Be responsible for strategy and service development
3. Operate at senior management level within the PCT/Mental Health Trust
4. Be responsible for staff development
5. Be responsible for audit and evaluation and service budget
6. Write annual reports for the Trust or Governing Body.
7. Maintain role in relation to national developments