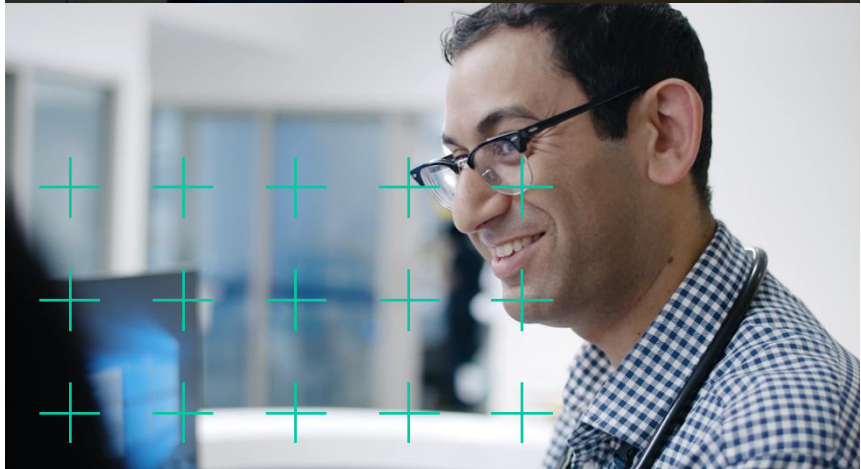




**The Royal
Melbourne
Hospital**

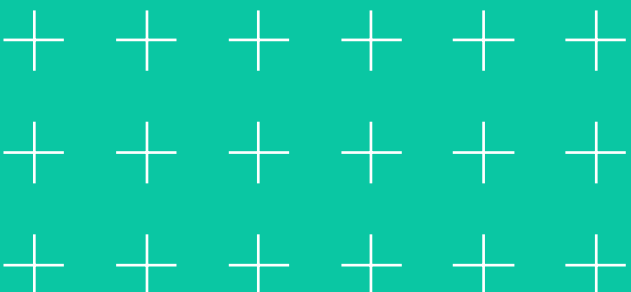
**Advancing
health
for everyone,
every day.**

**Join The Royal
Melbourne Hospital's
NorthWestern Mental
Health Service**



Position Description

**Team Leader/Senior Clinical
Development Nurse**





About The Royal Melbourne Hospital

As one of Victoria's largest public health services, the Royal Melbourne Hospital (RMH) provides a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs. We are a designated state-wide provider for services including trauma, and we lead centres of excellence for tertiary services in several key specialties including neurosciences, nephrology, oncology, cardiology and virtual health.

We are surrounded by a Parkville Precinct of brilliant thinkers, and we are constantly collaborating to set new benchmarks in health excellence - benchmarks that impact across the globe. While the work we do takes us in inspiring new directions; caring for each other, our patients and consumers is as essential to who we are, as any scientific breakthrough we make.

Our people of more than 10,000 strong, embody who we are and what we stand for. We're here for when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing and for delivering excellence together, always.

Our Vision

Advancing health for everyone, every day.

The Melbourne Way

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

Our Priorities

The RMH Strategic Plan: **Towards 2025 Advancing health for everyone, every day** is our plan for the future — one which we are committed to achieving together.

This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. Be a great place to work and a great place to receive care
2. Grow our Home First approach
3. Realise the potential of the Melbourne Biomedical Precinct
4. Become a digital health service
5. Strive for sustainability



Position Description

Position Title:	Team Leader/Senior Clinical Development Nurse
Service:	Inner West Area Mental Health Service
Location:	Norfolk Terrace Community Care Units
Reports To:	Program Manager
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2016–2020
Classification:	RPN 4.
Immunisation Risk Category:	Category A
Date of Review:	April 2021

Position Purpose

- This position takes a clinical leadership role and oversees the day to day delivery of high quality clinical and recovery focused rehabilitation services to the consumers in the CCU.
- The position requires extensive experience in the provision of specialist services in public mental health settings and highly developed clinical expertise.
- Provide and participate in staff performance appraisal, professional supervision and training, ensuring that high quality clinical services are provided through direction and leadership to the Norfolk Terrace CCU clinicians as part of the leadership team.
- Other responsibilities include Quality and service improvement activities, Policy and procedure review and formulation, leadership and guidance to all levels of nursing - including Undergraduate nursing students, New Graduate and Postgraduate nurses, and taking a lead role in community liaison, education and service development.

Department Description

Norfolk Terrace Community Care Unit is a 20 bed facility providing medium to long term residential rehabilitation 24 hours a day by supporting the recovery of people experiencing long term serious mental illness and disability. The consumers require high levels of clinical support and intensive rehabilitation to manage their mental health and wellbeing. Best practice care is provided by furthering personal growth, hope and resilience to develop or re learn skills in self-care, communication and social skills.

All recovery planning within the CCU is collaborative with the multi-disciplinary team, consumers, carers and community services with the aim of all parties striving for better consumer outcomes in a least restrictive manner in accordance with the Mental Health Act 2014, ultimately fostering the consumer's integration into the broader community.

The IWAMHS is committed to working with consumers during their recovery by offering holistic and evidence-based (EB) treatment, which is inclusive of family/carers and provided by clinicians with well-developed skills. Staff employed within the IWAMHS are expected to identify EB practice competencies and to use these in their clinical work. Our service strives to create the best possible learning opportunities available to complement and support both emerging and existing expertise. Staff are required to actively participate in their own practice development by engaging in available learning opportunities within the service, as well as being committed to sharing their knowledge with their colleagues.



NWMH's Adult Community Service provides assessment and treatment for adults aged 16 - 65 years who have a mental illness. The approach to care in the Adult Community Service is based on the 9 domains and best practice for recovery as described in the Victorian Department of Health (2011) Framework for Recovery-oriented Practice.

Community Teams within the Adult Community services will deliver services that:

- Promote a culture of hope;
- Promote autonomy and self-determination;
- Foster collaborative partnerships and meaningful engagement;
- Focus on strengths;
- Offer holistic and personalised care;
- Engage family, carers, support people and significant others;
- Promote community participation and citizenship;
- Are responsive to diversity; and
- Encourage reflection and learning.

Key Accountabilities – Position Specific

- The Team Leader/Senior Clinical Development Nurse assists the Program Manager, and works with the Senior OT, by supporting clinical staff in the provision of complex clinical care for consumers experiencing psychiatric illness providing high level clinical expertise within the Team with respect to the assessment and treatment of consumers with complex mental health related needs and their family/carers.
- Promote a friendly, respectful and collaborative environment within the CCU, across the Area Mental Health Service (AMHS) and with all stakeholders. Work collaboratively with other public mental health services, external agencies and service providers to ensure continuity of care for consumers and their family/carers.
- Under the guidance of the Program Manager and Lead Consultant Psychiatrist(s), the Team Leader/Senior Clinical Development Nurse supports staff within the Team to provide quality consumer focused care; manage their day to day work flow; and undertake professional development activities.
- As a Team Leader/Senior Clinical Development Nurse, the incumbent will be expected to provide advanced clinical advice and supervision to other staff in the Team and across the AMHS. Participation in quality assurance processes, research and service evaluation programs is expected.
- Coordinate the day to day operations of the CCU and allocation of 'key clinicians'
- Coordinate the placement of Under Graduate, New Graduate and Post Graduate Nursing staff.
- Ensure completion of clinical governance, legislative and documentation requirements (e.g. clinical review discussions, completion of documentation, and compliance with requirements of the Mental Health Act 2014)
- Providing support and assistance to the Program Manager in the development and maintenance of professional standards, workforce planning, recruitment and retention of staff in the Team is also required.
- Working with the Senior OT, be the point of access for all referrals into the CCU, co-ordinating assessments and the transition for consumers into a CCU stay.
- Contribute to the learning of nursing staff as well as other members of the multi-disciplinary team (e.g. reflective practice, Action learning Sets for nurses, Practice development sessions and other in-services)
- Engage and participate in own clinical supervision and as part of the senior nurse group, provide clinical supervision to other staff.
- Carry portfolio and associated responsibilities as required.



Key Relationships

Internal

- Program Manager
- Senior OT
- The CCU Multidisciplinary Team and administration officer
- Consultant Psychiatrist and medical team
- Community/Inpatient Managers, AMHS clinicians and senior discipline leaders
- Quality Improvement Officers

External

- Consumers and their families
- Stakeholders/External Care agencies
- Primary Care Providers

Selection Criteria

Formal Qualification(s) & Required Registration(s):

- Registered Psychiatric Nurses:
 - Registration as a registered nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.
 - Bachelor Degree in Psychiatric/Mental Health Nursing or equivalent, or, Bachelor Degree in Nursing plus a Postgraduate qualification in Psychiatric/Mental Health Nursing.

Essential:

1. Extensive experience (minimum 5 years) working as a mental health nurse within a multidisciplinary care team in various settings.
2. Demonstrated experience working in clinical leadership roles
3. Demonstrated understanding of the physical health co morbidities associated with serious mental illness
4. Demonstrated experience in the provision of high quality, person-centred evidence-based nursing care in the context of contemporary mental health care
5. Demonstrated experience in delivering, and in the participation of, nursing clinical supervision and reflective practice.
6. Understanding of Legislation pertinent to the provision of mental health services and in particular the Mental Health Act 2014 and of policies and strategic directions of Public Mental Health Services

Desirable:

- Relevant postgraduate qualification in areas of specialisation
- Ability to speak a community language

Required Capabilities

The Capability Development Framework applies to all The RMH employees and describes the capabilities that are needed to meet our strategic goals.

Below is a list of capabilities and the attainment level required in this position.



<i>Capability Name</i>	<i>Attainment Level</i>
Organisational savvy	Consolidation
Communicating effectively	Mastery
Building relationships	Mastery
Patient and consumer care	Mastery
Working safely	Mastery
Utilising resources effectively	Mastery
Innovation, continuous improvement and patient safety	Mastery
Adaptability and resilience	Mastery
Integrity and ethics	Mastery
Delivering results	Mastery
Analysis and judgement	Mastery
Developing and managing skills and knowledge	Mastery

Health, Safety and Wellbeing

The RMH aims to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors to the RMH.

RMH employees have a responsibility to:

- Maintain an understanding of individual responsibility for patient safety, quality and risk and contribute to organisational quality and safety initiatives;
- Take reasonable care for their own safety and wellbeing and that of anyone else that could be affected by their actions;
- Speak up for the safety and wellbeing of patients, consumers, colleagues and visitors and escalate any concerns that have or could impact safety;
- Accept responsibility for ensuring the implementation of health and safety policies and procedures and cooperate with the RMH in any action it considers necessary to maintain a safe working environment which is safe and without risk.

RMH Employees in supervisory/management roles have, in addition to the above, responsibility to:

- Ensure all health, safety and wellbeing procedures are in place and maintained in their work areas;
- Ensure risk management activities are undertaken and effective risk controls are in place;
- Make sure that training needs for all employees are identified and undertaken as required;
- Ensure incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.

The RMH Key Performance Indicators

RMH employees are measured through successful:

- Demonstration of RMH values and behaviours, being a role model for living the values;
- Completion of mandatory training activities including training related to the National Standards;
- Participation in the RMH and Division/Service specific business planning process (if required);
- Achievement of RMH and portfolio specific KPI targets as they apply to areas of responsibility;



- Participation in and satisfactory feedback through the annual performance review process; and, where applicable, ensure direct reports have individual development plans including an annual review;
- Ability to provide a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Ability to operate within allocated budget (if required).

Clinical Governance Framework

RMH employees have a responsibility to deliver Safe, Timely, Effective, Person-Centred Care (STEP) by:

- Fulfilling roles and responsibilities as outlined in the Clinical Governance Framework;
- Acting in accordance with all safety, quality and improvement policies and procedures;
- Identifying and reporting risks in a proactive way in order to minimise and mitigate risk across the organisation;
- Working in partnership with consumers and patients and where applicable their carers and families;
- Complying with all relevant standards and legislative requirements;
- Complying with all clinical and/or competency standards and requirements and ensuring you operate within your scope of practice and seek help when needed.

Equal Opportunity Employer

The RMH is an equal opportunity employer. We are proud to be a workplace that champions diversity; we are committed to creating an inclusive environment for all people. Our goal is for our people to feel safe, included and supported so that they can be at their best every single day.



Acceptance

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please PRINT IN CAPITALS)

Date (day/month/year)



Core and Specific Evidence Based Interventions

Psychological Interventions	Family and Carer Work	Health & Wellbeing	Activity, Participation & Vocation	Lived Experience	Overcoming Hurdles
<p>Early Warning Signs & RWP discussion</p> <p>CBT Fundamentals*</p>	<p>Conversation with Family/Carer</p> <p>Family/Carer Fundamentals*</p> <p>Family Violence Screen</p>	<p>Physical health screening</p> <p>Physical health conversations</p> <p>Physical health assessment</p> <p>Metabolic monitoring</p> <p>Medication safety, education & advocacy</p>	<p>Conversation about activity, participation and vocation</p> <p>APQ6</p> <p>Driving Screen</p>	<p>Initial Conversations</p> <p>Conversation about Family/Carer Peer Support</p>	<p>LSI-R:SV</p> <p>SUBA</p> <p>AOD Harm Minimisation</p> <p>AOD Relapse Prevention</p> <p>Specialist Supportive Clinical Management (SSCM)</p>
<p>CBT for Psychosis (CBTp)</p> <p>Acceptance & Commitment Therapy (ACT)</p> <p>Therapies for Borderline Personality Disorder</p> <p>CBT for co-morbid Anxiety & Depression</p> <p>Be Well Live Well - Early Warning Signs Relapse Prevention Program</p>	<p>Single Session Family Consultation</p> <p>Multiple Family Group</p> <p>Family Therapy</p> <p>FaPMI Programs</p> <p>Family Violence Assessment (MARAM)</p>	<p>Equally Well Physical Health Program</p> <p>Medication Alliance</p> <p>QUIT Program</p>	<p>Activity Engagement</p> <p>Therapeutic Activity Groups</p> <p>Vocation and Employment Support</p> <p>Sensory Approaches</p> <p>Driving Assessment</p>	<p>PeerZone</p> <p>Kick Butt</p> <p>Consumer Peer Support</p> <p>Family/Carer Peer Support</p>	<p>Forensic Risk Management Planning</p> <p>Forensic Risk Reduction Treatment</p> <p>AOD Motivational interviewing</p> <p>Refer to Detox</p>