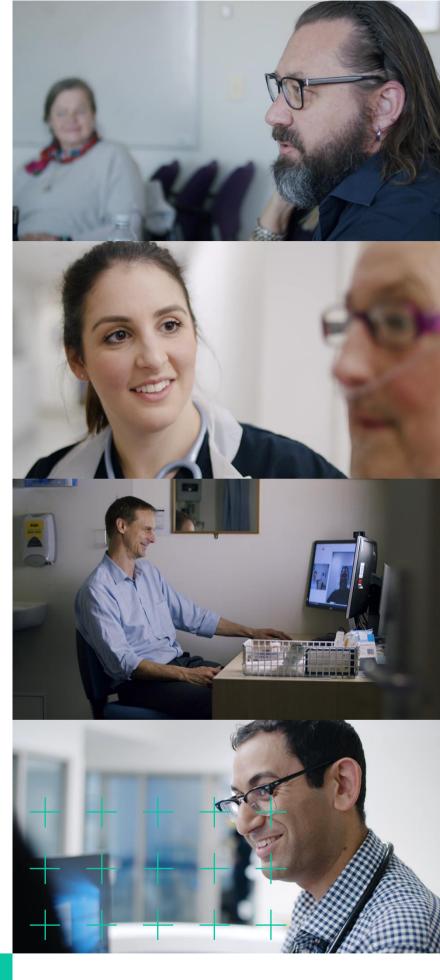
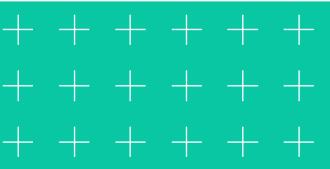


Advancing health for everyone, every day.

Join The Royal Melbourne Hospital's NorthWestern Mental Health Service





Position Description
Senior Clinician Travancore PARC





### **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 Wav

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**



Lead with Kindness



Excellence Together



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.

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

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

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# **Position Description**

**Position Title:** Senior Clinician Travancore PARC

Service: Inner West Area Mental Health Service

**Location:** Prevention and Recovery Care Service, Travancore

**Reports To:** Program Manager- CCU/PARC/ discipline

**Enterprise Agreement:** Victorian Public Mental Health Services Enterprise Agreement

2016-2020

Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2017–2021

Classification: Senior Clinician Social Worker GR3 Y4 (YC49),

Psychologist GR3 YR4 (PL4)

Immunisation Risk Category: Category A

Date of Review: July 2021

## **Position Purpose**

The role of the PARC Senior Clinician (PSC) is to provide clinical leadership to the program; to assist in assessment and treatment of PARC residents, to liaise with relevant community treating teams and programs associated with the residents and to assist the manager for PARC Wellways (MHCSS) staff in the development of recovery focussed services as part of an integrated service delivery system, which meets the needs of consumers. The PSC will monitor clinical standards of care and provide support and training to the MHCSS staff. The incumbent reports to the Program Manager of the Rehabilitation Services and is clinically responsible to the Consultant Psychiatrist.

The IWAMHS Travancore PARC is a 7 day a week/ 24 hour a day service and this role requires the incumbent to work across a rotating roster – day shift Monday to Sunday.

### **Department Description**

The Inner West Area Mental Health Service (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.

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## **Key Accountabilities – Position Specific**

Demonstrate behaviours that support a Recovery approach to care. This includes demonstrating:

- An understanding of the philosophical foundations, processes and environments that support recovery;
- An ability to support and facilitate consumers' use of resilience and strengths so that they might
  experience positive self-image, hope and motivation, and be supported to live the lifestyle and the
  culture of their choice;
- A knowledge of major types of treatments, therapies and targeted interventions and their contributions to innovative recovery-oriented service delivery approaches;
- A communication style that shows respect for consumers and their families/carers, and an ability to manage relationships so they will facilitate recovery;
- A knowledge of consumer Rights and Responsibilities, and the ability to facilitate consumers to make informed choices for recovery;
- An awareness of issues relating to cultural diversity, and how these may influence service choices and delivery; and
- A knowledge and ability to facilitate consumer and family/carer participation at all levels within the service.
- Promote a friendly, respectful and collaborative environment within the Community Team and across the AMHS
- Demonstrate capacity to engage in organisational change, to manage self through change, and assist others during transition

#### Clinical Care:

- Co-ordinate psychiatric assessments, coordinate response to psychiatric management including crisis management and provide expert mental health advice and information.
- Provide psychiatric assessment and treatment formulation within the PARC program in consultation with the Program Psychiatrist and Psychiatric Registrar.
- Develop and implement comprehensive recovery and treatment plans in collaboration with consumers and carers with the support of Wellways.
- Provide psychoeducation and facilitate and support the attendance of consumers at medical and clinical reviews as required.
- Coordinate and deliver intensive clinical intervention and treatment to residents in the PARC program
  i.e. mental status examination and risk monitoring and review, medication observation and
  supervision, crisis intervention and management, and individual and group counselling within the
  PARC service.
- Work collaboratively with Victorian Aboriginal Health Service, First Nations Health Service and other
  indigenous health and support agencies to ensure pathways into PARC. Ensure that culturally
  appropriate assessment, care and support is provided.
- Be responsible, with other senior staff, for the day to day operational and clinical functions of the program.

Support and promote the efforts of the PARC Manager and the Lead Consultant Psychiatrist in:

- Uphold high standards of care and safety in clinical practice
- Implement the clinical governance and standards in the adult community services' Framework for Care.
- Assist Team members to be familiar and to comply with all relevant legislation and with DHHS, MH and NWMH policies
- Help staff achieve ready access to the latest information regarding legislation, policies and procedures
- Participate in reviews of policies and procedures as required
- Contribute to the Area Quality Plan as required
- Comply with Health Service and Divisional-specific Regulations, The Royal Melbourne Hospital Policy and Procedures (available on MH intranet site http://info.mh.org.au), and the By-laws and Policies □

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- Undertake portfolio roles within the program e.g. quality rep, drug and alcohol liaison, emergency services liaison as required and expected under associated community programs
- Participate in project work, as required
- Receive line, professional supervision and staff appraisal process
- Accept responsibility for Continuing Professional Development (CPD) of self and actively keep a CPD portfolio as required by the AHPRA/Professional Association (for relevant disciplines)

#### Support Education and Training:

- Participate in and contribute to ongoing professional development activities, in-service training and research.
- Provide support, education and capacity building to the clinical and Wellways team via orientation, educations sessions, and clinical review and through collaborative daily practice.
- Provide strong leadership, clinical supervision, triage orientation/training, mentorship and to junior staff.
- Contribute and facilitate the supervision and training of undergraduate students as required

#### Strategic relationships:

- Contribute to strategic activities, as required strategic planning, workforce planning, quality planning, etc.
- In conjunction with continuing care providers such as GPs, PDRSS/CMMH etc., work to improve PARCS assessment, treatment, care, referral, discharge/return to community and follow up processes
- In conjunction with Wellways develop care plans for mutual consumers in the residential environment
- Be aware of and observe and develop service agreements and linkages with other agencies
- Recognise and support the interdependent relationships between PARC, Community Teams, IPU, ED, EMH, CCU, etc.

## **Key Relationships**

#### Internal

- Director of Clinical Services:
- Lead Consultant;
- other Community Team Managers and Team Leaders:
- Discipline Advisors and Discipline Seniors;
- Evaluation and Service Improvement Coordinator;
- Health Information Manager; Executive
   Assistant to Director Clinical Services and Area
   Manager; Community Teams; Administration
   staff; Consumers and Family/Carers

#### External

- North Western Mental Health Executive Support Unit – Finance; Human Resources;
- Mental Health Training Development Unit:
- Quality Planning and Innovation Unit;
- Centralised Triage:
- Facilities Management;
- Office of Chief Psychiatrist;
- Department of Health and Mental Health and Drugs Division.
- Key Community Stakeholders include but are not limited to – MHCSS, Housing; Employment; Emergency services; Acute Health; Pharmacies; non-government agencies, drug and alcohol services and primary health providers.

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### **Selection Criteria**

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

- Psychologists:
  - Registration as a Psychologist under the Australian Health Practitioner Regulation National Law Act (2009) with practice endorsement as a Clinical, Forensic or Clinical Neuro Psychologist with the Psychology Board of Australia. An approved supervisor with the Psychology Board of Australia.
- Social Workers:
  - An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers.

#### **Essential:**

- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts.
- A minimum of 7 years post-qualifying experience in a mental health setting or other related field.
- Extensive experience in the assessment, diagnosis, and treatment of severe mental illness and psychiatric disability
- A demonstrated ability to provide advanced clinical interventions including individual, family, group
  work and community liaison to consumers with complex mental health and psychosocial problems,
  their families and carers, incorporating a broad range of theoretical knowledge and perspectives.
- A demonstrated ability and commitment to provide integrated family and culturally sensitive practice approaches.
- Ability to work with consumers, family and carers from a range of cultural backgrounds, and to provide gender sensitive services
- A demonstrated ability to function effectively as part of a multi-disciplinary team and leadership group.
- Extensive knowledge of the Mental Health Act, Children Youth and Families Act and other relevant legislation, alongside state-wide mental health service frameworks, procedures and guidelines and The Royal Melbourne Hospital policies and procedures.
- Excellent organisation, interpersonal, written and verbal communication skills including the ability to communicate effectively with consumers, families/carers and colleagues, and other service providers.
- Demonstrated commitment to ongoing professional development for self and team members
- Capacity to undertake alcohol and other drug screening, assessment, treatment planning, brief interventions with clients who have co-occurring mental health and substance use disorders
- Experience in providing clinical supervision, and in developing others' supervision skills
- Well-developed skills in writing and an ability to promptly prepare on the appropriate documentation assessments, treatment plans, transition summaries and other forms of documentation.

#### Desirable:

- Current AASW Accredited Social Worker and/or Accreditation as a Mental Health Social Worker.
- Experienced in the provision of Single Session Family Consultation model.
- 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.

Capability Name Attainment Level

Organisational savvy Mastery

Communicating effectively Mastery

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Capability Name Attainment Level

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;

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- 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.

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## **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)                    |  |

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