

Position Description headspace Allied Health Clinician

"Where mental wellbeing thrives"

Position Details

Position Title:	headspace Allied Health Clinician
Position Level:	Level 4 (Health Professionals)
Agreement:	Flourish Australia Enterprise Agreement 2018
Employment Type:	In accordance with letter of offer
Hours of Work:	In accordance with letter of offer

Position Summary

The **headspace** Allied Health Clinician provides high-level clinical services to young people and families accessing the service. In addition to relevant qualifications and experience, the Allied Health Clinician is an enthusiastic, cooperative team player who facilitates excellence in integrated holistic health care, with the goal of improving outcomes for young people and families, and the wider community.

The position works under the direction of the **headspace** Clinical & Operations Manager.

About Flourish Australia

Our name reflects our fundamental and enduring commitment to people's mental health and wellbeing, supporting people to thrive and live a contributing life.

Flourish Australia's *vision* is creating communities where everyone's mental health and wellbeing flourishes.

Our *purpose* is supporting people to flourish, believe in their future and their place in the community. Flourish Australia *values* are hope, inclusion, partnership, diversity, integrity, respect and trust.

About headspace

headspace is an early intervention and prevention mental health service based on a commitment by all agencies involved to work in partnership to improve outcomes for young people aged 12-25 years (and their families) across four core streams of service: mental health; alcohol and other drugs; physical health; and social recovery/vocational services. The shared principles of a person-centred, community orientated and youth-friendly approach will deliver sensitive, accessible, and quality services for the target group.

For more information about **headspace**, please visit www.headspace.org.au

Relationships and Authority

Reports to: **headspace** Clinical and Operations Manager (and/or Clinical Lead).

Direct reports: Lower or similar classified staff as operationally required.

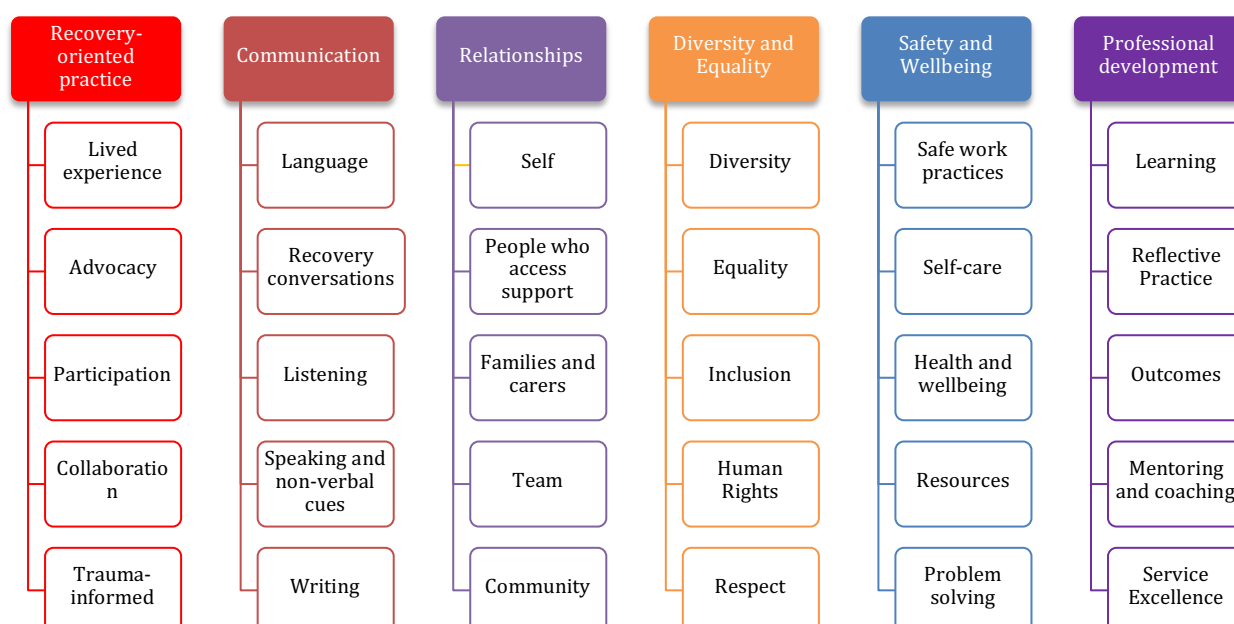
Organisational Accountabilities

- Abide by all Flourish Australia procedures and policies.
- Complete all mandatory training.
- Report all incidents in the incident reporting database.

- Actively ensure the health, safety and wellbeing of yourself and others at work in accordance with your delegated authority and in accordance with the Work Health and Safety Act 2011.
- Understand and abide by the Flourish Australia Code of Conduct and Ethics and maintain a professional level of behaviour and conduct in the workplace at all times.
- Be responsible for engaging in discussion about, and helping to create and sustain a culture of, continuous quality improvement.
- Support a 'no wrong door' approach.
- Contribute to develop and grow the service on a strategic level and in accordance with local needs.
- Commit to the detection and prevention of fraud.
- Identify possible organisational risks and adhere to the risk management framework.
- Work within the vision, mission, and values of Flourish Australia.
- Commit to the safety and wellbeing of children and young people.
- Have a positive duty to prevent sexual harassment in the workplace.

Key capabilities

Flourish Australia's Capability Framework enables staff to develop their career with Flourish Australia. The Capability Framework consists of six core Capability Domains, which are core to the work we do. All Flourish Australia employees are required to work towards gaining the competencies set out in Flourish Australia's Capability Framework (below).



Position demands/frequency

The following tables provide an overview of some of the common physical and psychosocial demands placed on all employees working in mental health.

Physical demands/frequency

Position demand	Frequency	Comments
Standing	Occasionally	May be required.
Sitting	Frequent	Continuous and repetitive throughout the work day.
Crouching	Rarely	May be required.
Kneeling	Rarely	May be required.
Stooping	Occasionally	May be required.
Walking	Occasionally	Continuous and repetitive throughout the work day.
Stair climbing	Occasionally	May be required (but depends on workplace)
Controls/fine motor skills • Hand/arm	Frequent	Essentially, fine motor skills are required to perform activities of driving, operating computers and other IT equipment, as well as

• Foot/leg		for administrative tasks.
Reaching (overhead)	Rarely	Rarely required.
Driving	Frequent	Driving is an activity performed by the staff in this role.
Lifting and carrying • 2kg-5kg • 5kg-10kg • 10kg-15kg • >15kg	Occasionally Rarely Rarely Rarely	All lifting and carrying at Flourish Australia needs to be performed by the employee and the chance of delegating to others is small.

Psychosocial demands/frequency

Position demand	Frequency	Comments
Working with distressed people	Regularly	e.g., episodic or grief situations
Working with people who may have experienced trauma	Regularly	e.g., child abuse, history of violence
Exposure to distressing situations	Occasionally	e.g., self-harm, death
Working with unpredictable or aggressive people	Rarely	e.g., drug and alcohol induced, episodic situations.

Key Tasks and Responsibilities

Service Delivery

- Provide evidence-based assessments with young people and their families/carers to inform individual formulation and care plans, as well as provide diagnostic clarity if appropriate.
- Work collaboratively with the young person to develop individual recovery plans.
- Deliver culturally safe, socially inclusive and developmentally appropriate focused psychological interventions (individual and group) with young people and their families/carers in line with the Medicare Better Access best-practice standards.
- Build and maintain collaborative working relationships with internal and external service providers (e.g. GPs, NGOs, schools)
- Participate in clinical decisions about assessments, treatment planning, and risk management, working collaboratively with the team.
- Report on individual progress with young people during case discussions/ team meetings and formally using relevant headspace data systems.
- Maintain accurate, timely clinical notes using the electronic medical records system, and comply with data/reporting requirements using relevant headspace data systems.
- Assertively monitor young people where risk is indicated, including regularly assessing the current level of risk and developing action plans to mitigate any risks in accordance with the Flourish Australia risk management framework.

Governance

- Abide by the **headspace** Clinical Governance Framework documents and associated processes.
- Engage with relevant sectors and partners to support an integrated model of care and multidisciplinary teamwork.
- Actively contribute to service development and growth, in line with local needs, the Strategic Plan and client demand.
- Provide regular reports on service delivery and other key initiatives to the headspace Clinical and Operations Manager.
- Ensure compliance with headspace data requirements (e.g., Minimum Data Set) and participate in audits as directed.
- Ensure compliance with timeframes and directions, and proactively manage workload and work duties.
- Assist with continuous quality improvement activities within the Flourish Australia and headspace quality assurance frameworks.
- Respond to any complaints in line with the Flourish Australia Complaint, Grievance and Dispute Resolution Policy.

Professional Responsibilities and Development

- Ensure compliance with all directions from the governing body relevant to your professional discipline (e.g. AHPRA, AASW, Occupational Therapy Australia, PACFA etc.) including unrestricted current registration and maintaining ongoing professional development to support young people and provision of supervision.
- Ensure that the services provided to young people and their families are of high quality and consistent with the headspace model. Services are; evidence informed, youth friendly, developmentally and culturally appropriate and family inclusive.
- Ensure compliance with rules and regulations from Medicare in relation to billing, ongoing professional development, and reporting requirements (if holder of Medicare provider number).
- Attend individual and group supervision as agreed including regular reflective practice sessions, and complete all mandatory training.
- Mentor and support Youth Access Clinicians and students as directed.
- Participate in Flourish Australia and headspace team meetings, planning activities and quality assurance activities.
- Represent Flourish Australia and headspace at events, conferences and seminars as required.

Required Skills and Personal Attributes

- Actively promotes a culture of continuous quality improvement.
- Demonstrate advanced problem solving and decision-making skills in complex clinical situations.
- Takes ownership of work, proactively implements plans, and addresses issues effectively.
- Able to manage a diverse caseload independently and meet deadlines.
- Strong capacity to mentor, supervise, and support junior clinicians and students.
- Able to work proactively in an autonomous manner and in a team environment.
- Demonstrates excellent interpersonal skills with fairness, patience, empathy and non-judgmental communication.
- Values diversity and leads by example in family inclusive practice.
- Upholds professional and ethical standards, ensuring compliance with Medicare and professional bodies.
- Have excellent interpersonal and communication skills and an ability to impart knowledge in a learning environment.
- Strong written and verbal communication skills.
- Well-developed interpersonal and organisational skills with the ability to effectively manage competing demands.

Key Selection Criteria

“Flourish Australia supports Affirmative Action. If two candidates present with suitability to a role, and one of those people has a lived experience, the person with the lived experience will be the preferred candidate.”

Essential:

1. Minimum 3 years post-qualification experience delivering mental health assessments and evidence-based interventions **and**;
 - Clinical Psychologist or Registered Psychologist who have current full AHPRA registration, *or*;
 - Occupational therapists who have current full APHRA registration, and who have completed additional mental health specific training and hold mental health accreditation with OTA, *or*;
 - Social Workers holding an approved Social Work Qualification (Bachelor/ Master of Social Work) and who have completed additional mental health specific training, and eligible for mental health endorsement with AASW, *or*;
 - Division 1 Mental Health Nurses who have completed additional training or who have relevant experience within mental health, e.g. with post graduate qualifications in mental health nursing.
2. Demonstrated ability to undertake assessments, provide evidence-based counselling and therapeutic interventions, produce assessment reports and clinical documentation, and assist young people to access appropriate services.
3. Eligibility to register with Medicare Australia as an Allied Health Professional provider.
4. Sound knowledge of recovery focused and family inclusive practice, as well as understanding the needs of young people from diverse backgrounds, and the ability to effectively engage with them and their family/carers.
5. Able to demonstrate a flexible approach to service delivery.

6. High-level computer literacy, including report writing and electronic client management systems.
7. Knowledge of Australian health care system and mental health sector.

Desirable:

1. A personal lived experience of a mental health issue.
2. Experience in a private practice settings or Medicare-based models of care.
3. Direct clinical experience with young people and families, including those from culturally diverse, and LGBTQI communities.
4. Previous experience as a supervisor and/or qualified supervisor.
5. Knowledge of relevant legislation, policies and strategic directions in youth mental health.
6. Knowledge of local youth / health sectors.
7. Current Australian Driver's Licence.

All appointments are subject to previous employment reference checks, Working With Children Check, satisfactory Australian residency status, National Criminal Record checks, and other background checks as required by different State legislation.

Agreement

I, _____, have read and understand my obligations as a **headspace** Allied Health Clinician with Flourish Australia as outlined in this position description.

I agree to abide by the Flourish Australia Code of Conduct and Ethics, and agree to read, understand, and abide by Flourish Australia's policies and procedures.

headspace Allied Health Clinician

Name		
Signature		Date:

Nb: A signed copy of this position description must be returned to the People and Culture team.